

Board of Pilot Commissioners for the Bays of San Francisco, San Pablo and Suisun
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October 19, 2010
FINANCE COMMITTEE MEETING
MINUTES
10:00 A.M.

The Board of Pilot Commissioners Pilot Continuing Education committee met on October 19, 2010, at 10:00 a.m. at the Board of Pilot Commissioners office, Pier 9, Suite 102, San Francisco, California. Commissioner Osen presided, with Committee members Commissioner Wainwright, San Francisco Bar Pilot's Business Director John Cinderey and Pacific merchant Shipping Association (PMSA) Vice President Michael Jacob. A quorum was established. Members of the public present included BOPC President Knute Michael Miller, SFBP Controller Julie Yasuda, Commissioner Roberts, Executive Director Allen Garfinkle and Staff Services Analyst Brian Vu.

Agenda:

1. Approval of minutes from the June 17, 2010 meeting.

After review of the minutes for the June meeting, the motion was made and seconded to accept the minutes as read. It passed by unanimous voice vote.

2. Review the monthly financial receipts on all surcharge collections from the San Francisco Bar Pilots.

Ms. Yasuda of the San Francisco Bar Pilots presented a Summary Cash Report for the month of September 2010 showing that the SFBP received \$3,716,274.38 in receipts for the month of September, indicating a slight decrease trend in revenue collections. She also presented a Cash Summary showing that the SFBP received \$34,686,284.32 to date.

3. Review BOPC Fund Condition, revenue and expenditure projections and monthly data for total Pilotage fees and vessel moves and their effect on:

(a) Board Operations Surcharge (currently 6.6%) – develop possible recommendation to Board to adjust rates if warranted.

Commissioner Osen reported that CHP did not have any new numbers aside from FY 09-10 Statement of Fund Condition from September's Board meeting. In addition, with no budget previously in place, there were no hard numbers to work with. As a result, the committee directed staff to liaison with CHP and have projections for next months' meeting.

(b) Pilot Training Surcharge (currently \$45/move) – develop possible recommendation to Board to adjust rates if warranted.

PMSA Vice President Jacob suggested staff isolate exam costs from trainee costs to give an idea of how much to build a reserve for. Member of the public and BOPC president Miller also suggest possibly charges to sit in for examinations, however, that process has to go through legislation.

(c) Trainee Training Surcharge (currently \$9/trainee/move) – develop possible recommendation to Board to adjust rates if warranted.

Executive Director Garfinkle reported that the Board had been invoiced \$40,046.40 due to currency fluctuation between the dollar and the euro by Port Revel. There was discussion within the committee about not being obligated to pay the difference due to lack of specific language in the contract. PMSA Vice Present Jacob recommended that the next contract should have language to specifically include U.S. dollars.

(d) NavTech surcharge (currently \$40/move) – develop possible recommendation to Board to adjust rates if warranted.

Ms. Yasuda reported to the committee that the balance to collect will be met very shortly. Executive Director Garfinkle was directed to tell Inland Pilot, Capt. Slough, to stop collecting. SFBP will stop collecting when the entire balance has been collected.

4. Review current Pilot Vessel Surcharge rate (currently at 10.97 mils), revenue, expenditures and reserve balance. Review presentation from SFBP on Pilot Vessel debt situation. Develop possible recommendation to the Board for Pilot Vessel Surcharge rate adjustment if warranted.

There was nothing to report.

5. Planning agenda for next committee meeting.

Vice President Jacob recommended putting this agenda item over to the next finance meeting so that the Committee can make all recommendations next meeting.

The Board agreed to meet on November 30, 2010 at 10:00 a.m.

6. Adjournment

A motion was made and seconded to adjourn. Motion passed unanimously and meeting was adjourned at 12:06 a.m.

Respectfully submitted,



Brian Vu
Staff Services Analyst