

FORECASTING ASSUMPTIONS

➤ **Budget**

- AB 74 Chapter 23 Budget Act of 2019: \$2,806,000.
- BL19-24 Control Section 3.60 Retirement Adj.: \$7,000.
- BL19-29 Item 9800 Salaries & Benefits Adj.: \$27,000.
- BL19-30 Attorney General Services Rate Increase: \$14,000.
- Provisional 2: Pilot Trainee Training Program Selection Examination: \$100,000.
- Governor's Final Budget: \$2,954,000.

➤ **Revenues**

- Revenue projections for Operations are based on prior year activities calculated with current rate.
- Revenue projections for Trainee Training are based on prior year activities calculated with current rate and projected number of trainees.
- Revenue projections for Continued Education are based on prior year activities calculated with current rate.

➤ **Operations**

○ **Labor Costs**

- Personal Services are projected based on prior month salaries and benefits adjusted for merit increases.

○ **General Operating Costs**

- Projected Operating Expenses are projected based on itemized allotments.

○ **Consulting and Professional Services**

- Attorney General expenditure is projected at \$70,000.
- Projected expenses for all Internal and External Consulting and Professional Services are based on all pending and current contracts, and direct transfers.

➤ **Trainee Training**

- Projected expenses are based on all current contracts.
- As of March 2020, there are eight trainees.

➤ **Continued Education**

- Projected expenses are based on all pending and current contracts.

FUND CONDITION STATEMENT				
	Board Operations 2030010	Trainee Training 2030019291	Continuing Education 2030019292	Total
Beginning Fund Balance 7/1/2019	\$1,698,509	\$1,399,790	\$740,863	\$3,839,162
Prior Year Revenue Adjustments	0	0	0	0
Prior Year Expenditure Adjustments ^{/1}	0	0	0	0
Adjusted Beginning Fund Balance	\$1,698,509	\$1,399,790	\$740,863	\$3,839,162
Actual Revenues to Date	922,523	471,090	213,955	1,607,568
Actual Expenditures to Date	-871,228	-440,767	-249,690	-1,561,685
Direct Fund Transfers Out ^{/2}	-99,000	0	0	-99,000
Ending Fund Balance 3/31/2020	\$1,650,804	\$1,430,113	\$705,128	\$3,786,046
Future Revenue Projection	332,790	172,480	75,460	580,730
Future Expenditure Projection	-267,715	-206,293	-4,000	-478,008
Actual Encumbrances to Date	-226,573	-156,241	-119,199	-502,013
Projected Fund Balance 6/30/2020	\$1,489,307	\$1,240,059	\$657,389	\$3,386,755

BUDGET AUTHORITY STATEMENT				
	Board Operations 2030010	Trainee Training 2030019291	Continuing Education 2030019292	Total
Budget Authority	\$1,629,000	\$937,111	\$387,889	\$2,954,000
Actual Expenditures to Date	-871,228	-440,767	-249,690	-1,561,685
Encumbrances to Date	-226,573	-156,241	-119,199	-502,013
Estimated Future Expenditures	-267,715	-206,293	-4,000	-478,008
Total Projected Expenditures	-1,365,515	-803,301	-372,889	-2,541,705
Savings/Deficit	\$263,485	\$133,810	\$15,000	\$412,295

^{/1} Prior Year encumbrance reductions

^{/2} Adjustments to fund balance (Calstars G04) FISCAL Internal Services Fund, FSCU Assessments, GAAP Reporting, Pro-Rata, Pension Repayment

COMPARISON OF BUDGET AUTHORITY WITH FORECASTED EXPENDITURES								
Support	2018-19 Expenditures	2019-20			Adjusted Budget Act	Projected Expenditures	Projected Year-End Balance	COMMENTS
		To-Date Expenditures	Encumbrance	Totals				
01. Salaries	394,829	320,417	-	320,417	480,935	418,211	62,724	Savings: AGPA vacancy
02. Board Fee	15,845	14,400	-	14,400	21,600	18,000	3,600	
05. OASDI	22,864	15,916	-	15,916	27,178	21,688	5,490	
06. Health/Dental/Vision	11,834	8,930	-	8,930	16,025	10,928	5,097	
07. Retirement	111,949	98,823	-	98,823	154,321	128,880	25,441	
08. Workers Comp	1,870	2,544	-	2,544	5,300	5,300	-	
09. Medicare	5,945	4,634	-	4,634	6,562	6,036	526	
10. Other Benefits	50,247	30,071	-	30,071	37,246	37,246	-	
11. General Exp	1,355	639	-	639	2,000	2,000	-	
12. Printing	4,170	2,780	2,780	5,561	5,600	5,600	-	
13. Communications	3,077	1,953	-	1,953	2,500	2,500	-	
14. Postage	1,304	169	531	700	1,000	700	300	
16. Travel In	4,436	2,388	-	2,388	26,000	26,000	-	
17. Travel Out	1,650	-	-	-	-	-	-	
18. Training	2,808	3,681	-	3,681	3,000	3,681	(681)	
19. Facilities	254,246	200,504	-	200,504	263,000	263,000	-	
20. Attorney General (DOJ)	52,828	63,278	-	63,278	84,000	70,000	14,000	
21. Consulting	336,356	89,150	216,632	305,782	459,400	305,782	153,618	
22. Data Ctrs	11,583	6,009	-	6,009	14,000	14,000	-	
23. Info Tech	17,259	4,942	-	4,942	19,333	19,333	-	
25. Equipment	-	-	6,629	6,629	-	6,629	(6,629)	Computers Purchase
Support Total	1,306,457	871,228	226,573	1,097,800	1,629,000	1,365,515	263,485	
Trainee Training								
08. Workers Comp	21,885	14,778	-	14,778	19,200	19,200	-	
11. General Exp	12,268	-	-	-	-	-	-	
16. Travel In	38	-	-	-	-	-	-	
17. Travel Out	7,100	2,344	4,756	7,100	7,100	7,100	-	
18. Training	-	15,000	-	15,000	-	15,000	(15,000)	
21. Consulting	301,300	4,000	151,485	155,485	238,811	155,485	83,326	
26. Other (Stipend)	523,258	404,645	-	404,645	672,000	606,516	65,484	
Trainee Training Total	865,849	440,767	156,241	597,008	937,111	803,301	133,810	
Pilot Cont Ed								
16. Travel In	-	-	-	-	-	-	-	
17. Travel Out	56,800	17,940	38,860	56,800	56,800	56,800	-	
18. Training	240,000	195,000	30,000	225,000	240,000	225,000	15,000	
21. Consulting	127,810	36,750	50,339	87,089	91,089	91,089	-	
Pilot Cont Ed Total	424,610	249,690	119,199	368,889	387,889	372,889	15,000	

BOARD OF PILOT COMMISSIONERS
Fiscal Year 2019-20
For FISCAL Period 09 March 31, 2020

BOPC Monthly Analysis Revenue Projections

FY 2018-19 Revenue Actuals

Source: Checks	FY	FM	AA - Operations 4129400001	AB - Pilot Trainee (Trainee Trng) 4129400003	AC - Serving Pilot (Con't Educ) 4129400002	Pilot Trainee Training Application Fee 4129200	Totals
FM01 @ 2.75% (AA) - Actuals	18-19	July	116,232	120,760	7,110		244,102
FM02 @ 2.75% (AA) - Actuals	18-19	Aug	118,343	102,040	17,830		238,213
FM03 @ 2.75% (AA) - Actuals	18-19	Sept	82,448	73,560	14,985		170,993
FM04 @ 2.75% (AA) - Actuals	18-19	Oct	113,040	93,200	19,190		225,430
FM05 @ 2.75% (AA) - Actuals	18-19	Nov	106,391	88,320	17,635		212,346
FM06 @ 2.75% (AA) - Actuals	18-19	Dec	83,754	72,030	15,250		171,034
FM07 @ 2.75% (AA) - Actuals	18-19	Jan	107,649	81,465	18,950		208,064
FM08 @ 2.75% (AA) - Actuals	18-19	Feb	101,662	83,085	18,175		202,922
FM09 @ 2.75% (AA) - Actuals	18-19	Mar	92,059	74,370	17,475	7,000	190,904
FM10 @ 2.75% (AA) - Actuals	18-19	Apr	100,358	80,985	19,225	24,000	224,568
FM11 @ 2.75% (AA) - Actuals	18-19	May	110,094	79,050	19,525		208,669
FM12 @ 2.75% (AA) - Actuals	18-19	Jun	82,953	54,915	15,150	3,000	156,018
Trainee Application Fees Refund	18-19		-	-	-	(4,500)	(4,500)
Interest To-Date - Actuals	18-19		86,858				86,858
Total YTD Revenue/Interest			1,301,840	1,003,780	200,500	29,500	2,535,620
Projected Future Revenue			-	-	-	-	-
Projected Future Interest			-	-	-	-	-
Total Revenue Projection			1,301,840	1,003,780	200,500	29,500	2,535,620

FY 2019-20 Revenue Projections

Source: Checks	FY	FM	AA - Operations 4172500001	AB - Pilot Trainee (Trainee Trng) 4172500003	AC - Serving Pilot (Con't Educ) 4172500002	No trainee selection examination this fiscal year	Totals
FM01 @ 2.75% (AA) - Actuals	19-20	July	104,068	64,335	18,540		186,943
FM02 @ 2.75% (AA) - Actuals	19-20	Aug	101,230	43,200	24,030		168,460
FM03 @ 2.75% (AA) - Actuals	19-20	Sept	88,273	38,350	21,985		148,608
FM04 @ 2.75% (AA) - Actuals	19-20	Oct	116,210	50,410	28,410		195,030
FM05 @ 2.75% (AA) - Actuals	19-20	Nov	98,974	55,560	25,085		179,619
FM06 @ 2.75% (AA) - Actuals	19-20	Dec	102,526	60,185	26,290		189,001
FM07 @ 2.75% (AA) - Actuals	19-20	Jan	84,634	49,690	21,770		156,094
FM08 @ 2.75% (AA) - Actuals	19-20	Feb	76,995	45,280	19,810		142,085
FM09 @ 2.75% (AA) - Actuals	19-20	Mar	110,226	64,080	28,035		202,341
FM10 @ 2.75% (AA) - Projections	19-20	Apr	100,358	61,520	26,915		188,793
FM11 @ 2.75% (AA) - Projections	19-20	May	110,094	62,480	27,335		199,909
FM12 @ 2.75% (AA) - Projections	19-20	Jun	82,952	48,480	21,210		152,642
Trainee Application Fees Refund	19-20		-	-	-		-
Interest To-Date - Actuals	19-20		39,386				39,386
Total YTD Revenue/Interest			922,523	471,090	213,955	-	1,607,568
Projected Future Revenue			293,404	172,480	75,460	-	541,344
Projected Future Interest			39,386				39,386
Total Revenue Projection			1,255,313	643,570	289,415	-	2,188,298

Notes:

AA - Operations surcharge is a percentage of Pilotage fees charged. Pilotage fees are determined by the size and weight of the vessel and driven by the # of ships coming in/out. Board Operations Surcharge changed from 3% to 2.75% effective 7/1/2018.

AB - Trainee Training is based on the # of ships and trainees in training. The surcharge rate was changed from \$15 to \$10/trainee/move effective 7/1/2019.

AC - Continued Education Surcharge is a fixed fee per ship that uses pilot service. Pilot Continuing Education Surcharge was changed to from \$25/move to \$35/move effective 7/1/2019.

125600-01 - Pilot Trainee Training Application Fee. Pay to the Board on submission of an application for admission to the Pilot Trainee Training Program an examination fee of \$1,000 for participation in the written examination and bridge simulator exercise provided. The Board shall refund the entire fee to the applicant if the applicant does not take the written examination. If the applicant takes the written examination but does not participate in the simulator exercise, the Board shall refund \$500 of the examination fee to the applicant.

BOARD OF PILOT COMMISSIONERS
Fiscal Year 2019-20
For FISCAL Period 09 March 31, 2020

Contracts & Encumbrances List

Program	Category 2	Supplier Name	Contract No.	Account	Line Item Description	Encumbered Amount	Expensed Amount	Remaining Encumbrance	Projection	Comments	
Support	12. Printing	SMILE BUSINESS PRODUCTS INC	BPCH7003	5302300	Additional Funds - Maint, non-taxable	302	-	302	302		
		SMILE BUSINESS PRODUCTS INC	BPCH7003		5yr maintenance, 60 mo (35% taxable)	1,859	1,025	834	1,859		
		SMILE BUSINESS PRODUCTS INC	BPCH7003		5yr maintenance, 60 mo (non-taxable)	3,208	1,755	1,453	3,208		
		SMILE BUSINESS PRODUCTS INC	BPCH7003		Additional Funds Maint. Taxable	192	-	192	192		
	12. Printing Total						5,561	2,780	2,780	5,561	
	14. Postage	FEDEX CORPORATION SERVICES INC	16M900007	5306400	Postage	700	169	531	700		
	14. Postage Total						700	169	531	700	
	19. Facilities	BPP EMBARCADERO SQUARE PROPERTY OWNER, LLC	6256-001	5324450	Facility Rent		200,504		263,000	Not encumbered in FISCAL. DGS Lease	
	19. Facilities Total							200,504		263,000	
	20. Attorney General (DOJ)	DEPT OF JUSTICE	N/A	5340310	Legal - Attorney General		63,278		70,000	Not encumbered in FISCAL. Not a Contract/PO	
	20. Attorney General (DOJ) Total							63,278		70,000	
	21. Consulting	DEPT OF THE CA HIGHWAY PATROL	18M900001	5340220	Administrative Support	149,000	86,917	62,083	149,000		
		KLAUS-D NIEM	17M900006	5340580	Investigative Services	8,333	765	7,568	8,333		
		MICHAEL J OCALLAGHAN	17M900007	5340580	Investigative Services	8,333	-	8,333	8,333		
		REGENTS OF THE UNIV OF CA SF	18M900011	5340290	Medical Fitness Exam, Pilots	124,275	-	124,275	124,275		
		SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support & Surcharges	6,180	-	6,180	6,180		
		STATE CONTROLLER	17M900005	5340240	Surcharge Auditing Service		-	-	50,000		
		STATE CONTROLLER	19M900000	5340330	Expedited Warrants	250	-	250	250		
		JEFFREY HILL	17M900008	5340580	Investigative Services	8,333	390	7,943	8,333		
	21. Consulting Total						304,704	88,072	216,632	354,704	
	23. Info Tech	CALIFORNIA DEPT OF TRANSPORTATION	16M900008	5346300	IT Services				245	July 2019 service	
	23. Info Tech Total									245	
	25. Equipment	NWN CORPORATION	DIRECT PO LAP	5362240	HP X360 1030 G4 i5 8GB 256SSD, CLIN #302-A	4,871	-	4,871	4,871		
		NWN CORPORATION	DIRECT PO LAPTOPS		HP INC. : HP IDS UMA i5-8365U 16GB 1030 G4 BNB	3,488	-	3,488	3,488		
		NWN CORPORATION	DIRECT PO LAPTOPS		HP Thunderbolt Dock 120W G2, CLIN #1085	610	-	610	610		
NWN CORPORATION		DIRECT PO LAPTOPS		HP EXECUTIVE 15.6 BACKPACK, CLIN #1014-A	106	-	106	106			
NWN CORPORATION		DIRECT PO LAPTOPS		HP USB-C to RJ45 Adapter US, CLIN #1082	70	-	70	70			
NWN CORPORATION		DIRECT PO LAPTOPS		HP Comfort Grip Wireless Mouse, CLIN #1086	52	-	52	52			
NWN CORPORATION		DIRECT PO LAPTOPS		HP 14.1 Business Sleeve, CLIN #1122	36	-	36	36			
NWN CORPORATION		DIRECT PO LAPTOPS		HP IDS UMA i5-8365U 8GB 1030 G4 BNBPC, #6MJ7	(2,604)	-	(2,604)	(2,604)			
25. Equipment Total						6,629	-	6,629	6,629		
Support Total						317,594	354,802	226,573	700,839		
Training	17. Travel Out	SAN FRANCISCO BAR PILOTS	18M900007	5320800	Travel	7,100	2,344	4,756	7,100		
	17. Travel Out Total						7,100	2,344	4,756	7,100	
	18. Training	ARTELIA EAU & ENVIRONMENT	15M900001	5322100	Maritime Pilots Training		15,000		15,000		
	18. Training Total							15,000		15,000	
	21. Consulting	CSU MARITIME ACADEMY	18M900008	5340330	Trainee Exam Services	94,000	-	94,000	94,000		
		CSU MARITIME ACADEMY	18M900009	5340330	Training Educational Service	4,000	4,000	-	4,000		
		REGENTS OF THE UNIV OF CA SF	18M900011	5340290	Medical Fitness Exam, Trainee	20,450	-	20,450	20,450		
		SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support	35,535	-	35,535	35,535		
		SAN FRANCISCO BAR PILOTS	18M900007	5340480	Drug Testing	1,500	-	1,500	1,500		
	21. Consulting Total						155,485	4,000	151,485	155,485	
	26. Other (Stipend)	BURCHARD	BOPC2017-03	5454000	Stipends		56,000		84,000	Not encumbered in FISCAL. Not a Contract/PO	
		STARNITZKY	BOPC2017-06	5454000	Stipends		11,968		11,968	Not encumbered in FISCAL. Not a Contract/PO	
		CROWL	BOPC2018-02	5454000	Stipends		5,645		5,645	Not encumbered in FISCAL. Not a Contract/PO	
		MERCIER	BOPC2018-01	5454000	Stipends		56,000		61,871	Not encumbered in FISCAL. Not a Contract/PO	
		STEVENS	BOPC2019-02	5454000	Stipends		56,000		84,000	Not encumbered in FISCAL. Not a Contract/PO	
NELSON		BOPC2019-01	5454000	Stipends		56,000		84,000	Not encumbered in FISCAL. Not a Contract/PO		
BENEDICT		BOPC2019-03	5454000	Stipends		46,516		74,516	Not encumbered in FISCAL. Not a Contract/PO		
RODGERS		BOPC2019-04	5454000	Stipends		46,516		74,516	Not encumbered in FISCAL. Not a Contract/PO		
ADAMS		BOPC2019-05	5454000	Stipends		35,000		63,000	Not encumbered in FISCAL. Not a Contract/PO		
DEISHER		BOPC2019-06	5454000	Stipends		35,000		63,000	Not encumbered in FISCAL. Not a Contract/PO		
26. Other (Stipend) Total							404,645		606,516		
Training Total						162,585	425,989	156,241	784,101		
Cont Ed	17. Travel Out	SAN FRANCISCO BAR PILOTS	18M900007	5320800	Travel	56,800	17,940	38,860	56,800		
	17. Travel Out Total						56,800	17,940	38,860	56,800	
	18. Training	ARTELIA EAU & ENVIRONMENT	15M900001	5322100	Maritime Pilots Training	240,000	210,000	30,000	240,000		
	18. Training Total						240,000	210,000	30,000	240,000	
	21. Consulting	CSU MARITIME ACADEMY	18M900009	5340330	Training Educational Service	85,500	36,750	48,750	85,500		
		SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support	989	-	989	989		
SAN FRANCISCO BAR PILOTS		18M900007	5340480	Drug Testing	600	-	600	600			
21. Consulting Total						87,089	36,750	50,339	87,089		
Cont Ed Total						383,889	264,690	119,199	383,889		
Grand Total						864,068	1,045,481	502,013	1,868,829		

BOARD OF PILOT COMMISSIONERS

Fiscal Year 2019-20

For Fiscal Period 09 March 31, 2020

Trainee Stipends: Multi 3-Year Agreements

\$7,000 per month per trainee starting FY 2019-20

FY 2018-19

Trainee Name and Start Date	Exp. / Graduation Date	New/Remaining Contract Amount	Actuals												FY 2018-19 Total Expenditures	Remaining Funds for FY 2019-20	
			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Greger - 1/4/17	Grad. 1/24/2019	108,581	6,000	6,000	6,000	6,000	6,000	6,000	6,000	4,645	-	-	-	-	-	40,645	-
Burchard - 7/17/17	Exp. 7/16/2020	159,613	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	87,613
Freese - 8/14/17	Grad. 11/15/2018	152,516	6,000	6,000	6,000	6,000	3,000	-	-	-	-	-	-	-	-	27,000	-
Pullin - 8/14/17	Grad. 1/24/2019	152,516	6,000	6,000	6,000	6,000	6,000	6,000	6,000	4,645	-	-	-	-	-	40,645	-
Starnitzky - 12/1/17	Exp. 11/30/2020	191,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	119,000
Corbett - 12/1/17	Grad. 4/25/2019	174,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	5,000	-	-	59,000	115,000
Crowl - 1/16/18	Exp. 1/15/2021	182,903	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	110,903
Mercier - 1/16/18	Exp. 1/15/2021	201,387	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	72,000	129,387
Stevens - 1/14/19	Exp. 1/13/2022	246,419	-	-	-	-	-	-	-	3,484	6,000	6,000	6,000	6,000	6,000	33,484	180,000
Nelson - 1/14/19	Exp. 1/13/2022	246,419	-	-	-	-	-	-	-	3,484	6,000	6,000	6,000	6,000	6,000	33,484	212,935
TOTAL			48,000	48,000	48,000	48,000	45,000	42,000	46,258	42,000	42,000	41,000	36,000	36,000	522,258	954,839	

FY 2019-20

Trainee Name and Start Date	Exp. / Graduation Date	New/Remaining Contract Amount	Actuals												FY 2019-20 Total Expenditures	Remaining Funds for FY 2020-21	
			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Burchard - 7/17/17	Exp. 7/16/2020	87,613	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000	3,613
Starnitzky - 12/1/17	Grad. 8/22/2019	119,000	7,000	4,968	-	-	-	-	-	-	-	-	-	-	-	11,968	107,032
Crowl - 1/16/18	Grad. 7/25/2019	110,903	5,645	-	-	-	-	-	-	-	-	-	-	-	-	5,645	105,258
Mercier - 1/16/18	Grad. 3/26/2020	129,387	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	5,871	-	-	-	61,871	67,516
Stevens - 1/14/19	Exp. 1/13/2022	180,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000	180,000
Nelson - 1/14/19	Exp. 1/13/2022	110,903	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000	180,001
Benedict - 8/12/19	Exp. 8/11/2022	252,000	-	4,516	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	74,516	180,002
Rodgers - 8/12/19	Exp. 8/11/2022	252,000	-	4,516	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	74,516	180,003
Adams - 10/1/19	Exp. 9/30/2022	252,000	-	-	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	63,000	180,003
Deisher - 10/1/19	Exp. 9/30/2022	252,000	-	-	-	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	63,000	180,003
TOTAL			40,645	42,000	42,000	56,000	56,000	56,000	56,000	56,000	56,000	54,871	49,000	49,000	49,000	606,516	1,363,431