

Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun

660 Davis Street, San Francisco, CA 94111
Phone: (415) 397-2253 Fax: (415) 397-9463 bopc@bopc.ca.gov



August 10, 2020

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee (Committee) of the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun (Board) will meet on Thursday, August 20, 2020, at 9:30 a.m. at the Board office located at 660 Davis Street, San Francisco, California. The meeting will be public. The agenda items are listed below.

Due to limited space at the Board office, which may not meet social distancing requirements depending upon the number of onsite attendees, and relying on the directives provided by Governor Gavin Newsom in [Executive Order N-29-20](#) regarding public meetings and the COVID-19 pandemic, the Committee will provide the opportunity to attend the meeting by telephone conference call. The toll-free telephone conference number and access code are as follows:

Toll Free: 888-363-4735 Access Code: 3972253

Committee members will have the option of calling into the meeting via conference line. Members of the public are strongly encouraged to participate in the meeting via conference call. Anyone who wishes to attend the meeting in person at the Board office must adhere to social distancing requirements and wear a mask as per local health orders. Masks will be provided. There will be an opportunity for public comments on all agenda and non-agenda items at the outset of the open session. There will also be an opportunity for public comment during the presentation of each agenda item, and on non-agenda items at the end of the meeting. Meeting documents will be available on the Board’s website listed below.

This meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting should call the Board office at (415) 397-2253, or write to the Board at the above address. Providing your request at least five (5) business days before the meeting will help ensure availability of the requested accommodation.

Other Board members may be present at and may participate in the Committee meeting. However, final Board action on any item before the Committee will only be taken at a separately noticed public Board meeting.

BOARD OF PILOT COMMISSIONERS

Allen Garfinkle
Executive Director

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This notice, the meeting agenda and meeting documents are posted on the Board’s website:
www.bopc.ca.gov

August 20, 2020, Finance Committee Meeting – Order of business is approximate and subject to change.

**Board of Pilot Commissioners
for the Bays of San Francisco, San Pablo, and Suisun
Finance Committee Meeting
Thursday, August 20, 2020, at 9:30 a.m.**

MEETING AGENDA

Conference Line
Toll Free: 888-363-4735
Access Code: 3972253

Staff/Public Meeting Location
660 Davis Street
San Francisco, CA 94111

OPEN MEETING

1. Call to Order and Roll Call. (Chair Hoppes)
2. Approval of the minutes from the Committee meeting held on May 20, 2020.
(Chair Hoppes)
3. Public comment on matters on the agenda or not on the agenda.
4. Review Board fund condition, revenue and expenditure projections and monthly data for all pilotage fees and vessel moves and their effect on Board-approved surcharges.
 - a) Review Board Operations Surcharge rate (currently at 4.5%), and the revenues, expenditures and reserve balance. **Recommendation to the Board to adjust the Board Operations Surcharge rate, if warranted.** (Executive Director Garfinkle/Assistant Director Cristia-Plant)
 - b) Review Pilot Continuing Education Surcharge rate (currently at \$40/move), and the revenues, expenditures and reserve balance. **Recommendation to the Board to adjust the Pilot Continuing Education Surcharge rate, if warranted.** (Executive Director Garfinkle/Assistant Director Cristia-Plant)
 - c) Review Trainee Training Surcharge rate (currently at \$10/trainee/move), and the revenues, expenditures and reserve balance. **Recommendation to the Board to adjust the Trainee Training Surcharge rate, if warranted.** (Executive Director Garfinkle/Assistant Director Cristia-Plant)
5. Review of Navigation Technology Surcharge rate (currently at \$50/move), and the revenues, expenditures and reserve balance. **Recommendation to the Board to adjust the Navigation Technology Surcharge rate, if warranted.** (Captain McIntyre, San Francisco Bar Pilots Business Manager)

6. Review, discussion, and possible ratification of a request from the San Francisco Bar Pilots for the San Francisco Bar Pilots Benevolent and Protective Association's recovery of Navigation Technology expenditures in 2020 for annual software license fees in the amount of \$20,353, and to recover expenditures for hardware and software license fees in an amount not to exceed \$175,000 as authorized by Board action on June 22, 2017, and consistent with the Board actions on June 27, 2019 and July 23, 2020. **Possible Committee recommendation to the Board to ratify the San Francisco Bar Pilots' request for the San Francisco Bar Pilots Benevolent and Protective Association's recovery of \$20,353 in annual software license fees, and to authorize the Association to recover an amount not to exceed \$175,000 in Navigation Technology expenditures for hardware and software license fees as authorized by Board action on June 22, 2017, and consistent with Board actions on June 27, 2019, and June 23, 2020.** (Captain McIntyre, San Francisco Bar Pilots Business Manager)
7. Discussion of the timing of remittances from pilots of all collected Board Operations Surcharges to the Board pursuant to Harbors and Navigation Code section 1159.2(b) to other than monthly remittances after the month collected. **Possible Committee recommendation to the Board to direct pilots to remit to the Board all collected Board Operations Surcharges pursuant to Harbors and Navigation Code section 1159.2(b) to other than monthly remittances after the month collected.**
8. Review and discussion of *San Francisco Bar Pilots and San Francisco Bar Pilots Benevolent and Protective Association Consolidating Financial Statements for the year ended December 31, 2019*.
9. Public comment on matters not on the agenda.
10. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda.
11. Adjournment.