

FORECASTING ASSUMPTIONS

➤ **Budget**

- SB 74 Chapter 6 Budget Act of 2020: \$2,866,000.
- BL20-29 Control Section 3.60 Retirement Adj.: -\$8,000 reduction.
- BL20-33 Control Section 3.90 Employee Comp Reduction Adj.: -\$62,000 reduction.
- BL20-34 Item 9800 Salaries & Benefits Adj.: \$18,000.
- Provisional 2: Pilot Trainee Training Program Selection Examination: \$100,000 training budget increase.
- Governor's Final Budget: \$2,914,000.

➤ **Revenues**

- Revenue projections for Operations are based on prior year activities reduced by 15% calculated with current rate.
- Revenue projections for Trainee Training are based on prior year activities reduced by 15% calculated with current rate and projected number of trainees.
- Revenue projections for Continued Education are based on prior year activities reduced by 15% calculated with current rate.

➤ **Operations**

○ **Labor Costs**

- Personal Services are projected based on prior month salaries and benefits adjusted for merit increases.
- Includes reclass of the AGPA to an SSM I (Specialist), and projected position fill date of 03/01/2021.

○ **General Operating Costs**

- Projected Operating Expenses are projected based on itemized allotments.

○ **Consulting and Professional Services**

- Attorney General expenditure is projected at \$150,000.
- 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 December 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 7/1/2020	\$1,379,276	\$1,198,262	\$648,999	\$3,226,537
Prior Year Revenue Adjustments	0	0	0	0
Prior Year Expenditure Adjustments ^{/1}	0	0	0	0
Adjusted Beginning Fund Balance	\$1,379,276	\$1,198,262	\$648,999	\$3,226,537
Actual Revenues to Date	801,235	291,490	146,185	1,238,910
Actual Expenditures to Date	-591,289	-217,984	-4,300	-813,573
Loan from Board of Pilot Commissioners Special Fund (0290) to General Fund (0001) per CS 3.92, Budget Act of 2020	-63,000	0	0	-63,000
Direct Fund Transfers Out ^{/2}	-20,000	0	0	-20,000
Ending Fund Balance 12/31/2020	\$1,506,222	\$1,271,769	\$790,884	\$3,568,874
Future Revenue Projection	995,199	347,808	173,914	1,516,921
Future Expenditure Projection	-614,516	-455,023	-372,250	-1,441,789
Actual Encumbrances to Date	-250,353	-66,681	-58,419	-375,453
Projected Fund Balance 6/30/2020	\$1,636,551	\$1,097,873	\$534,129	\$3,268,553

BUDGET AUTHORITY STATEMENT

	Board Operations 2030010	Trainee Training 2030019291	Continuing Education 2030019292	Total
Budget Authority	\$1,589,000	\$890,031	\$434,969	\$2,914,000
Actual Expenditures to Date	-591,289	-217,984	-4,300	-813,573
Encumbrances to Date	-250,353	-66,681	-58,419	-375,453
Estimated Future Expenditures	-614,516	-455,023	-372,250	-1,441,789
Total Projected Expenditures	-1,456,159	-739,687	-434,969	-2,630,815
Savings/Deficit	\$132,841	\$150,344	\$0	\$283,185

^{/1} Prior Year encumbrance reductions

^{/2} Charge for supplemental staff pension repayment. No Pro Rata in FY 2020-21

BOARD OF PILOT COMMISSIONERS

Fiscal Year 2020-21

For Fiscal Period 06 December 31, 2020

BOPC Monthly Analysis Revenue Projections

FY 2019-20 Revenue Projections

Source: SFBP 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	102,527	60,185	26,290		189,002
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) - Actuals	19-20	Apr	88,210	49,930	22,330		160,470
FM11 @ 2.75% (AA) - Actuals	19-20	May	79,587	43,800	21,490		144,877
FM12 @ 2.75% (AA) - Actuals	19-20	Jun	80,429	42,940	19,250		142,619
Trainee Application Fees Refund	19-20		-	-	-		-
Interest To-Date - Actuals	19-20		68,348				68,348
Total YTD Revenue/Interest			1,199,712	607,760	277,025	-	2,084,497
Projected Future Revenue			-	-	-	-	-
Projected Future Interest			-	-	-	-	-
Total Revenue Projection			1,199,712	607,760	277,025	-	2,084,497

FY 2020-21 Revenue Projections

Source: SFBP Wire Transfers	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 @ 4.5% (AA) - Actuals	20-21	July	77,681	42,360	18,765		138,806
FM02 @ 4.5% (AA) - Actuals	20-21	Aug	153,552	53,790	26,340		233,682
FM03 @ 4.5% (AA) - Actuals	20-21	Sept	132,444	46,630	23,835		202,909
FM04 @ 4.5% (AA) - Actuals	20-21	Oct	143,231	44,410	24,810		212,451
FM05 @ 4.5% (AA) - Actuals	20-21	Nov	140,484	51,680	26,115		218,279
FM06 @ 4.5% (AA) - Actuals Projections	20-21	Dec	146,689	52,620	26,320		225,629
FM07 @ 4.5% (AA) - Projections	20-21	Jan	149,664	51,544	25,772		226,980
FM08 @ 4.5% (AA) - Projections	20-21	Feb	141,296	49,504	24,752		215,552
FM09 @ 4.5% (AA) - Projections	20-21	Mar	128,045	47,532	23,766		199,343
FM10 @ 4.5% (AA) - Projections	20-21	Apr	139,534	52,292	26,146		217,972
FM11 @ 4.5% (AA) - Projections	20-21	May	153,165	53,108	26,554		232,827
FM12 @ 4.5% (AA) - Projections	20-21	Jun	115,346	41,208	20,604		177,158
Trainee Application Fees Refund	20-21		-	-	-		-
Interest To-Date - Actuals	20-21		7,153				7,153
Total YTD Revenue/Interest			801,235	291,490	146,185	-	1,238,910
Projected Future Revenue			973,739	347,808	173,914	-	1,495,461
Projected Future Interest			21,460	-	-	-	21,460
Total Revenue Projection			1,796,433	639,298	320,099	-	2,755,830

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 2.75% to 4.5% effective 7/1/2020.

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 \$35/move to \$40/move effective 7/1/2020.

BOARD OF PILOT COMMISSIONERS
Fiscal Year 2020-21
For FISCAL Period 06 December 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	513	1,346	1,859		
		SMILE BUSINESS PRODUCTS INC	BPCH7003		5yr maintenance, 60 mo (non-taxable)	3,208	878	2,330	3,208		
		SMILE BUSINESS PRODUCTS INC	BPCH7003		Additional Funds Maint. Taxable	192		192	192		
	12. Printing Total						5,561	1,390	4,170	5,561	
	14. Postage	FEDEX CORPORATION SERVICES INC	16M900007	5306100	Delivery of Small Packages	500	47	453	500		
	14. Postage Total						500	47	453	500	
	19. Facilities	BPP EMBARCADERO SQUARE PROPERTY OWNE	6256-001	5324450	Facility Rent			-	270,492	Not encumbered in FISCAL. DGS Lease	
	19. Facilities Total								-	270,492	
	20. Attorney General (DOJ)	DEPT OF JUSTICE	N/A	5340310	Legal - Attorney General			-	150,000	Not encumbered in FISCAL. Not a Contract/PO	
	20. Attorney General (DOJ) Total								-	150,000	
	21. Consulting	DEPT OF THE CA HIGHWAY PATROL	18M900001	5340220	Administrative Support	149,000	62,083	86,917	149,000		
		KLAUS-D NIEM	17M900006	5340580	Investigative Services	1,105	1,105	-	1,105		
		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	134,960	-	134,960	134,960		
		SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support & Surcharges	6,365	-	6,365	6,365		
		STATE CONTROLLER	17M900005	5340240	Surcharge Auditing Service			-	60,000		
		STATE CONTROLLER	19M900000	5340330	Warrant Release Service	500	-	500	500		
		JEFFREY HILL	17M900008	5340580	Investigative Services	8,333	488	7,846	8,333		
	21. Consulting Total						308,596	63,676	244,920	368,596	
	23. Info Tech	CALIFORNIA DEPT OF TRANS	19M900001	5346300	IT Support Services	31,516	30,707	809	31,516		
		ABLEGOV INC	N/A	5346700	Logitech HD Webcam, C930A, Part #960-000971	516	516	-	516		
	23. Info Tech Total						32,032	31,223	809	32,032	
Support Total						346,689	96,336	250,353	827,181		
Training	17. Travel Out	SAN FRANCISCO BAR PILOTS	18M900007	5320800	Travel	7,100	-	7,100	263,000		
	17. Travel Out Total						7,100	-	7,100	263,000	
	21. Consulting	CSU MARITIME ACADEMY	20M900001	5340330	Trainee Exam Services	-	-	-	99,000		
		REGENTS OF THE UNIV OF CA SF	18M900011	5340290	Medical fitness Exam	21,480	-	21,480	21,480		
		SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support	36,601	-	36,601	36,601		
	SAN FRANCISCO BAR PILOTS	18M900007	5340480	Drug Testing	1,500	-	1,500	1,500			
21. Consulting Total						59,581	-	59,581	158,581		
Training Total						66,681	-	66,681	421,581		
Cont Ed	17. Travel Out	SAN FRANCISCO BAR PILOTS	18M900007	5320800	Travel	56,801	-	56,801	56,801		
	17. Travel Out Total						56,801	-	56,801	56,801	
	18. Training	ARTELIA EAU & ENVIRONMENT	15M900001	5322100	Maritime Pilots Training			-	240,000		
		MARITIME PILOTS INSTITUTE	20M900002	5322600	Training Services	4,300	4,300	-	4,300		
		CSU MARITIME ACADEMY	20M900000	5322100	Training Educational Service			-	132,250		
	18. Training Total						4,300	4,300	-	376,550	
	21. Consulting	SAN FRANCISCO BAR PILOTS	18M900007	5340420	Administrative Support	1,018	-	1,018	1,018		
	SAN FRANCISCO BAR PILOTS	18M900007	5340480	Drug Testing	600	-	600	600			
21. Consulting Total						1,618	-	1,618	1,618		
Cont Ed Total						62,719	4,300	58,419	434,969		
Grand Total						476,089	100,636	375,453	1,683,731		

