

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

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Website: [www.bopc.ca.gov](http://www.bopc.ca.gov)



October 25, 2024

### 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 **Monday, November 4, 2024, at 1:00 p.m.** The agenda items are listed below.

All of the Committee members will participate in this meeting remotely by video conference or telephone.

Members of the public may participate through the Webex platform, by telephone, or by submitting public comment in advance of the meeting. If members of the public wish to submit comments in advance, the Committee requests members of the public to email written comments to [bopc@bopc.ca.gov](mailto:bopc@bopc.ca.gov) prior to the meeting. To the extent possible, all written comments will be distributed to the Committee members and posted to the Board's website prior to the meeting.

The following committee members will participate remotely:

Captain Anne McIntyre  
Captain Einar Nyborg  
Mike Jacob

**The public may attend the meeting at the primary physical meeting location at the following address:  
660 Davis Street San Francisco, CA 94111.**

**The public may attend remotely by utilizing the following information:**

**When it's time, join the Webex meeting (video):**

[Join Meeting](#)

**More ways to join:**

**Join from the meeting link:**

<https://cadot.webex.com/cadot/j.php?MTID=m34d428d5ac99c644d7d8c32972a089cc>

**Join by meeting number:**

Meeting number (access code): 2494 992 6771

Meeting password: SCqv3mvEk35

**Tap to join from a mobile device:**

[+1-408-418-9388](tel:+1-408-418-9388),[,24949926771##](tel:+1-408-418-9388) United States Toll

**Join by Phone**

+1-408-418-9388 United States Toll  
[Global call-in numbers](#)

**Join from a video system or application:**

Dial [24949926771@cadot.webex.com](tel:24949926771)  
You can also dial 173.243.2.68 and enter your meeting number.

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.

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 or email 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.

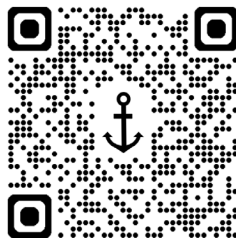
BOARD OF PILOT COMMISSIONERS



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](http://www.bopc.ca.gov)



**Board of Pilot Commissioners  
for the Bays of San Francisco, San Pablo, and Suisun  
Finance Committee Meeting  
November 4, 2024, at 1:00 p.m.**

**VIA WEBEX AND TELECONFERENCE**  
(See Notice for instructions to join the virtual meeting.)

**MEETING AGENDA**

**OPEN MEETING**

1. Call to Order and Roll Call. (Chairperson Nyborg)
2. Approval of the minutes from the Committee meeting held on September 11, 2024. (Chairperson Nyborg)
3. Public comment on matters on the agenda or not on the agenda.
4. Update and discussion on Gartner’s cost estimates for the Information Technology Modernization Project (ITMP). (Assistant Director Millspaugh)
5. 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 5.5% of all pilotage fees, effective July 1, 2024), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Board Operations Surcharge rate, if warranted.** (Assistant Director Millspaugh)
  - b) Review Pilot Continuing Education Surcharge rate (currently at \$35/move, effective July 1, 2024), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Pilot Continuing Education Surcharge rate, if warranted.** (Assistant Director Millspaugh)
  - c) Review Trainee Training Surcharge rate (currently at \$10/trainee/move, effective July 1, 2024), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Trainee Training Surcharge rate, if warranted.** (Assistant Director Millspaugh)
  - d) Review Pilot Boat Surcharge rate (currently at \$0.021 per gross registered ton effective July 1, 2024), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Pilot Boat Surcharge rate, if warranted.** (Assistant Director Millspaugh)
6. Pilot Boat Program (Board Staff and Committee Members)
  - a) Discussion regarding status of and project timeline for future pilot boat design and construction, vessel build timelines, and related reimbursement for costs.
  - b) Discussion regarding the proposed Pilot Boat Program regulations.
7. Discussion and possible appointment of a new committee chair. (Chair Nyborg).
8. Comments from the public and Committee members on matters not on the agenda. (Chair Nyborg)
9. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda. (Chair Nyborg)
10. Adjournment.