

**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, Email: bopc@bopc.ca.govWebsite: www.bopc.ca.gov

October 24, 2025

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 **November 4, 2025, at 10:00 a.m.** The agenda items are listed below.

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

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 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 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](#)<https://cadot.webex.com/cadot/j.php?MTID=m01e0ea261fdff95a64f3679802333dd0>**Meeting number (access code):** 2496 471 0210**Meeting password:** NUw3CFwGw27**Or Join by Phone:** +1-408-418-9388 United States Toll / [Global call-in numbers](#)

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.

BOARD OF PILOT COMMISSIONERS

A handwritten signature in blue ink, appearing to read 'Allen Garfinkle'.

Allen Garfinkle
Executive Director

This notice, the meeting agenda and meeting documents are posted on the Board's website:

www.bopc.ca.gov

**Board of Pilot Commissioners
for the Bays of San Francisco, San Pablo, and Suisun
Finance Committee Meeting
November 4, 2025, at 10:00 a.m.**

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

OPEN MEETING

1. Call to Order and Roll Call. (Chair Rodriguez)
2. Public comment on matters on the agenda or not on the agenda.
3. Approval of the minutes from the Finance Committee meeting held on September 16, 2025.

Possible Committee action to approve minutes from the Finance Committee meeting held on September 16, 2025. (Chair Rodriguez)

4. Update on status of shipping activity since September 2025, and discussion of shipping trends and possible impacts for the remainder of the calendar year. (Committee Member Jacob, Committee Member McIntyre, and Assistant Director Millspaugh)
5. Review and discussion of Board Counsel's opinion concerning the interpretation of the Harbors and Navigation Code (HNC) §1166(a) and the proposal to change the methodology used calculate the monthly pension benefits from a billing basis to a cash basis.
6. Update and discussion on Gartner's cost estimates for and IT solution for the Information Technology Modernization Project (ITMP) and projected Board Operations funds available in support of the procurement of the IT solution. (Assistant Director Millspaugh)
7. Review year-to-date (Fiscal Year [FY] 25/26) Board fund condition, revenue and expenditure projections and monthly data for all pilotage fees and vessel moves and their effect on Board-approved surcharges. (Assistant Director Millspaugh)
 - a) Review Board Operations Surcharge rate (currently at 6.5% of all pilotage fees, effective July 1, 2025. **Recommendation to the Board to adjust the Board Operations Surcharge rate, if warranted.** (Assistant Director Millspaugh)
 - b) Review Trainee Training Surcharge rate (currently at \$20/trainee/move, effective January 1, 2025), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Trainee Training Surcharge rate, if warranted.** (Assistant Director Millspaugh)
 - c) Review Pilot Continuing Education Surcharge rate (currently at \$45/move, effective January 1, 2025), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Pilot Continuing Education Surcharge rate, if warranted.** (Assistant Director Millspaugh)

FINANCE COMMITTEE MEETING AGENDA, CONTINUED

- d) Review Pilot Boat Surcharge rate (currently at \$0.020 per gross registered ton effective April 1, 2025), and the revenues, expenditures, and reserve balance. **Recommendation to the Board to adjust the Pilot Boat Surcharge rate, if warranted.**
(Assistant Director Millspaugh)
- 8. Comments from the public and Committee members on matters not on the agenda.
(Chair Rodriguez)
- 9. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda.
(Chair Rodriguez)
- 10. Adjournment. (Chair Rodriguez)