

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

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January 30, 2026

**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 **Tuesday, February 10, 2026, at 1:30 p.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 comments 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 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=mabe36e885571e520cbf2079d435c3267>

**Meeting number (access code):** 2480 244 3134

**Meeting password:** VJJE8mcTN58

**Or Join by Phone:** +1-408-418-9388 United States Toll / [Global call-in numbers](#)

A person who needs 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

Allen Garfinkle  
Executive Director

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  
February 10, 2026, at 1:30 p.m.  
MEETING AGENDA**

**OPEN MEETING**

1. Call to Order and Roll Call. (Chair Rodriguez)
2. Public comments on matters on the agenda or not on the agenda.
3. Review and approval of Finance Committee meeting minutes. (Chair Rodriguez)
  - A) Possible Committee action to approve the minutes from the Finance Committee meeting held on September 16, 2025.**
  - B) Possible Committee action to approve the minutes from the Finance Committee meeting held on November 4, 2025.**
4. Update on status of shipping activity since November 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. Presentation and discussion on review of fiscal activity “Years in Review”.
  - A) “2025 Year in Review” (Calendar Year) of shipping activity and surcharge revenue.
  - B) “2024-25 Year in Review” (Board Fiscal Year) of Board expenditures and fund balances.
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)
  - A) Discussion of ITMP; including an overview of the project and role of contractor implementing the IT solution.
  - B) Review and discuss ITMP funding options, including but not limited to, ITMP expenditure reimbursement updated to reimburse Board Operation by the Trainee Training, Pension, and Pilot Boat funds proportionate to each program’s share of ITMP solution implementation and maintenance costs. **Possible recommendation to the Board related to ITMP cost reimbursement.**
7. Presentation, discussion and possible recommendation to the Board regarding expenditures and budget authority related to the following:
  - A) Extending current FY 2025-26 budget authority for the IT Modernization Project to FY 2026-27 for purchase of an IT solution and ongoing budget authority for implementation and IT solution maintenance.

## FINANCE COMMITTEE MEETING AGENDA, CONTINUED

- B) Budget authority changes to accommodate office facility changes including a possible move or remaining in place each with tenant improvements.
  - C) One-time, FY 2026-27 budget authority change to accommodate legal costs associated with a lawsuit filed against the Board.
8. Review year-to-date (Fiscal Year 2025/26) 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) Discussion of glide path scenarios for future surcharge rate adjustments, including feasibility of revising the Board's surcharge-setting model.
  - B) Review Board Operations Surcharge rate (currently at 6.5% of all pilotage fees, effective July 1, 2025). **Possible recommendation to the Board to adjust the Board Operations Surcharge rate, if warranted.**
  - C) Review Trainee Training Surcharge rate (currently at \$20/trainee/move, effective January 1, 2025), and the revenues, expenditures, and reserve balance. **Possible recommendation to the Board to adjust the Trainee Training Surcharge rate, if warranted.**
  - D) Review Pilot Continuing Education Surcharge rate (currently at \$45/move, effective January 1, 2025), and the revenues, expenditures, and reserve balance. **Possible recommendation to the Board to adjust the Pilot Continuing Education Surcharge rate, if warranted.**
  - E) Review Pilot Boat Surcharge rate (currently at \$0.020 per gross registered ton effective April 1, 2025), and the revenues, expenditures, and reserve balance. **Possible recommendation to the Board to adjust the Pilot Boat Surcharge rate, if warranted.**
9. Updates and discussion regarding the status, construction costs, and potential adjustment considerations for the Pilot Boat Program project related to future pilot boat design and construction, vessel build timelines, and related reimbursement for costs. (Committee Member McIntyre)
10. Review, discussion and possible recommendations to staff regarding the Staff Report On the Pilot Pension Plan CPI-based adjustment which shall be presented to the Board at the March 2026 board meeting. (Assistant Director Millspaugh)
11. Comments from the public and Committee Members on matters not on the agenda. (Chair Rodriguez)
12. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda. (Chair Rodriguez)
13. Adjournment. (Chair Rodriguez)