

## MINUTES OF THE MEETING

### FINANCE COMMITTEE BOARD OF PILOT COMMISSIONERS

Hyatt Regency Tampa  
Two Tampa City Center  
Tampa, FL 33602  
April 10, 2006

#### CALL TO ORDER

Commissioner Buffington, Chair of the Committee, called the meeting to order at 1:00 p.m.

#### Members Present

Commissioner Michael Buffington, Chair  
Commissioner Eugene Sweeney, Vice-Chair  
Commissioner John Fernandez  
Commissioner John Hiers  
Commissioner Cheryl Phipps  
Commissioner Victoria Robas

#### Others Present

Robyn Barineau, Executive Director, DBPR  
Elise Rice, Government Analyst, DBPR  
Mary Ellen Clark, Board Counsel  
Drew Winters, Prosecuting Attorney  
Galen Dunton, Board Consultant  
Commissioner Eric Bryson, Board Member  
Commissioner Rivers Buford, Jr., Board Member  
Commissioner Richard Frudaker, Board Member  
Commissioner Donald Molitor, Board Member  
Gretchen Rayborn, Executive Director, Florida State Pilots Association (FSPA)  
Jorge Viso, President, FSPA  
David de la Parte, Counsel for FSPA  
Allen Thompson, Tampa Bay Pilots Association

#### APPROVAL OF THE MINUTES OF THE MEETING

##### January 12, 2006

MOTION: Commissioner Robas made a motion that the Committee approve the January 12, 2006, minutes as submitted.

SECOND: Commissioner Phipps seconded the motion.

It was noted that on Page 2, paragraph three, "over" should be changed to "above."

There being no further discussion, the motion passed unanimously as amended.

## **REVIEW 2<sup>ND</sup> QUARTER RESULTS**

Commissioner Buffington informed the Committee that the cash balance as of 12/31/05, was \$182,161 and revenue was above the projected amount. He reported that the assessment was on target, however, license fees were above projections as this always fluctuates year to year and is difficult to project. Commissioner Buffington reported that expenses were below budget by about 5% for the quarter, 12% for the year so far. He reported that Central Intake was below budget; Information Technology was over budget. Ms. Barineau explained this was due to a timing issue with the payments to Accenture. Commissioner Buffington reported that the General Counsel's Office was slightly below projection; Complaints and Investigations did not have any charges; DOAH was above projections, however, this is due to a number of variables and changes from year-to-year and quarter-to-quarter; Attorney Generals Office was 28% above projections; Testing was about 4% below budget and down 5% for the year so far.

Commissioner Robas questioned when the examination questions would be reviewed. Commander Dunton responded that it will be done in the next fiscal year.

Commissioner Buffington reported that the Service Charge was below normal and will continue to decrease as the revenues decrease; Board Administrative Office was 7% below budget; Rate Review Board had not any activity; Administrative Costs were 11% below budget and will probably stay below budget.

Commissioner Buffington informed the Committee that at the end of the year, there should be a case balance of approximately \$47,000.

## **REVIEW OF CURRENT GROSS PILOTAGE ASSESSMENT RATE**

Commissioner Buffington commented that for the 06/07 budget, the Committee might want to consider raising the assessment. He asked Ms. Clark if the rule were changed, what the effective date would be. Ms. Clark responded that it perhaps could be July 1, but August 1 definitely. Following discussion, Commissioner Buffington informed the Committee that the assessment would need to be between .007 and .0075.

Commissioner Robas commented that the Board did not want the cash balance to be too close to zero.

**MOTION:** Commissioner Fernandez made a motion that the Finance Committee recommend to the Rules Committee that the gross pilotage assessment be increased to .007 effective in the first quarter of the fiscal year.

**SECOND:** Commissioner Sweeney seconded the motion and it passed unanimously.

## **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 1:42 p.m.