

## **MINUTES OF THE MEETING**

### **FINANCE COMMITTEE BOARD OF PILOT COMMISSIONERS Wyndham Westshore Hotel 4860 West Kennedy Boulevard Tampa, FL January 6, 2005 1:00 p.m.**

#### **CALL TO ORDER**

Commissioner Buffington, Chair of the Finance Committee, called the meeting to order at 1:10 p.m.

#### **Members Present**

Commissioner Buffington, Chair  
Commissioner Sweeney, Vice-Chair  
Commissioner Hiers  
Commissioner Leech  
Commissioner Phipps  
Commissioner Robas

#### **Others Present**

Anthony Spivey, Executive Director  
Elise Rice, Government Analyst  
Mary Ellen Clark, Board Counsel  
Drew Winters, Prosecuting Attorney  
Galen Dunton, Consultant  
Jorge Viso, FSPA  
Gretchen Rayborn, FSPA  
David de la Parte, FSPA

Mr. Spivey informed the Committee that Mr. Tellechea was unable to attend this meeting and welcomed Mary Ellen Clark to the meeting.

Commissioner Leech stated that he wanted to say a “thank you” to Commissioner Buffington for the hard work he does on the numbers for the budget and presented Commissioner Buffington with a piggybank. He also expressed to Mr. Spivey and staff a “thank you” for all they do behind the scenes. Commissioner Leech stated that their work is taken for granted and wanted to a special “thanks” to Ms. Rice and stated that he appreciated the way the minutes are sent early, via the e-mail, for the Board members to review.

## **APPROVAL OF THE MINUTES OF THE MEETING**

**October 7, 2004**

**MOTION:** Commissioner Robas made a motion that the Committee approve the minutes of the October 7, 2004 Finance Committee.

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

## **REVIEW OF 1ST QUARTER RESULTS**

Commissioner Buffington stated that the revenues were down for the 1<sup>st</sup> quarter. He stated that for part of the quarter there was a decrease in business in some of the ports, probably due to all of the hurricanes. He stated that business should be getting back to normal now. Commissioner Buffington reported that the expenses were in line with the projections however testing was a little above the projections, but that was not unusual. The Net Assets was down to approximately \$80,000.

Commissioner Leech questioned that with a reduction in revenue due to the hurricanes, was there any way the State could assist in reducing the expenses the Board pays for. Mr. Spivey responded that the only way to reduce costs is if the expenses go down. He stated that the Board would have to delete some services for this to happen.

Commissioner Buffington reported that the service charge was higher. He stated that he requested information on this in the middle of December and just got a response yesterday. Commissioner Buffington reported that the Department took the revenues collected and the accounts receivable from the prior fiscal year and added them together and came up with the service charge. He stated that they had changed the methodology and the method was not consistent with using the accrual method. Commissioner Buffington requested Mr. Spivey to find out from the Department which method they are using and the Committee will address it at their next meeting.

## **REVIEW OF 5 YEAR BUDGET**

Commissioner Buffington reported that the Board passed the 5-year budget at the last meeting. They also approved a rule change to raise the pilotage assessment to 1%.

Commissioner Buffington asked Mr. Winters how the prosecution side was looking. Mr. Winters reported that there were no changes and that the cases were taking longer than expected. Mr. Winters stated that there were two (2) DOAH cases that might be settled and they will be handled prior to the end of the fiscal year.

Commissioner Buffington stated that there was one (1) case that the Department was dealing with that was set to go to trial at the end of the month.

Commissioner Buffington stated that there was no money in accounts receivable for the 1<sup>st</sup> quarter, which is not correct. Mr. Spivey informed the Committee that he has already inquired about that and will report back to the Committee.

Following discussion, the Committee decided to leave the 5-year budget as it currently stands.

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

Commissioner Buffington reported that no change was needed at this time.

## **ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 1:55 p.m.