

MINUTES OF THE MEETING

FINANCE COMMITTEE BOARD OF PILOT COMMISSIONERS Hyatt Regency Pier Sixty-Six Hotel 2301 SE 17th Street Ft. Lauderdale, FL 33316 July 14, 2005 1:00 p.m.

CALL TO ORDER

Commissioner Buffington, Chair of the Committee, called the meeting to order at 1:12 p.m.

Members Present

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

Others Present

Robyn Barineau, Executive Director
Elise Rice, Government Analyst
Mary Ellen Clark, Board Counsel
Drew Winters, Prosecuting Attorney
Galen Dunton, Board Consultant
Eric Bryson, Board Member
Rivers Buford, Board Member
John Fernandez, Board Member
Donald Molitor, Board Member
Jorge Viso, FSPA
Gretchen Rayborn, FSPA
David de la Parte, FSPA

APPROVAL OF THE MINUTES OF THE MEETING

April 7, 2005

MOTION: Commissioner Sweeney made a motion that the Committee approve the April 7, 2005 minutes as submitted.

SECOND: Commissioner Hiers seconded the motion and it passed unanimously.

REVIEW OF 3RD QUARTER RESULTS

Commissioner Buffington informed the Committee that the financial report was in the agenda book and an analysis was provided in the hand-outs. He reported that the

revenues related to pilotage assessment were running slightly behind the projections, which was not unusual. Commissioner Buffington stated that the monies recorded by the Board office were close to the projections.

Commissioner Buffington stated on the expenses side, through the first three quarters it appeared that the expenses should remain below budget at the year end. He reported that Central Intake was on budget; Information Technology exceeded the budget amount; however, since this is a small percentage of the budget, the impact was minimal; General Counsel was slightly below budget which was expected due to certain disciplinary cases being settled outside of DOAH. Commissioner Buffington informed the Committee that as a result, DOAH was well below budget and would remain so through the year end. Commissioner Buffington stated that the Attorney General's Office was over budget and the overage would most likely continue at the year end; Testing was below budget but most likely would be on budget by year end; the Service Charge was below budget but should be close to projection at year end. He stated that the Board Administrative Office was below projections, however, it should be close at year end; Rate Review Attorney General and Board Administrative Office were both well below budget and there would be no expenditures through the end of the year.

Commissioner Buffington informed the Committee that the expenses exceeded revenues by design as the Board intended to reduce their cash balance. He reported that there should be a net asset of \$59,221.

Commissioner Buffington informed the Committee that all of the money had been properly accounted for, however, the bookkeeping was behind and the adjustment shown on page 8 was correct.

5-YEAR BUDGET

Commissioner Buffington stated that the 5-Year budget was in the hand-outs. He reported that the year end projections presented for this fiscal year were based on the conclusions he drew from the third quarter results. He stated that he felt that the Board was going to have a positive cash flow as the revenues met the projections and the expenses fell well below projections.

Commissioner Buffington asked Ms. Barineau if there was any change to the contract with DOAH. Ms. Barineau responded that she was not aware of any change however she would research how the Department determines the amount paid by each board and report back at the next meeting.

MOTION: Commissioner Hiers made a motion that the Finance Committee adopt the 5 year budget as presented.

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

REVIEW CURRENT ASSESSMENT RATE

Commissioner Buffington stated that based on the passage of the last motion the current assessment rate of 1% would provide the Board with an excess of the monies

needed. The Committee discussed the gross pilotage rate. Following discussion, the following action was taken.

MOTION: Commissioner Robas made a motion that the Committee recommend that the Gross Pilotage Assessment be changed to six tenths of one percent (.006%) effective October 1, 2005.

SECOND: Commissioner Phipps seconded the motion and it passed unanimously.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 2:09 p.m.