



CALIFORNIA OCEAN PROTECTION COUNCIL

Mike Chrisman, Secretary for Resources, Council Chair
John Garamendi, Lieutenant Governor, State Lands Commission Chair
Linda Adams, Secretary for Environmental Protection
Darrell Steinberg, State Senator, Ex officio Member
Pedro Nava, State Assemblymember, Ex officio Member

MEMORANDUM

TO: California Ocean Protection Council

FROM: Sam Schuchat, Executive Officer, Coastal Conservancy and OPC Secretary

DATE: February 8, 2007

RE: California Ocean Protection Council Meeting Procedures

ATTACHMENTS: [Proposed Revised Delegations of Authority](#)

REQUESTED ACTION:

Staff recommends the council approve the following resolution:

“The Ocean Protection Council modifies its September 15, 2005 Delegation to the Council Secretary to read as shown in the attached document.”

BACKGROUND:

At the Ocean Protection Council (OPC) meeting held September 15, 2005, the Council approved the delegation of authority for placing items on the consent agenda, making contracts, and applying for grant funds. The new requested action will increase the dollar limits associated with two of these delegations. No change is proposed to the delegation regarding the Secretary’s ability to apply for outside grant funds in support of OPC projects.

Consent Calendar

Currently, items of \$100,000 or less with no known opposition may be placed on the Council’s consent agenda. The proposed change would raise the limit of the consent calendar to \$200,000. This action will free up time at the meetings that would normally be spent reviewing individual projects and will help to ensure that future meetings are limited to one day. This action is appropriate in light of future increases in funding and staff, and the new format for the OPC meetings where significant time is dedicated to examining specific issues in-depth.

Adequate documentation and information concerning consent agenda items will still be provided in the Council's briefing materials. Furthermore, Council members will retain the authority to have an item removed from the consent agenda for separate consideration.

Contracting Authority

The existing authority given to the Council Secretary to enter into agreements and contracts for technical and other services needed to develop Council-related projects is limited to \$100,000. The previous staff recommendation for the September 15, 2005, meeting, stated that "the proposed authority may need to be increased as the complexity and scope of the Council's work increases."

At this time, staff is proposing a change that would increase the Secretary's authority to a limit of \$200,000. This amount is equal to the comparable authority given to the Executive Officer for projects at the Coastal Conservancy. The proposed increase will allow the staff to contract for the technical expertise that so far has been essential to many OPC projects, without the delay required for approval of these actions at the quarterly meetings.