

## CALIFORNIA COASTAL COMMISSION

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## RECORD PACKET COPY

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March 22, 2002

**TO:** California Coastal Commissions and Interested Persons

**FROM:** Susan M. Hansch, Chief Deputy Director  
Lane B. Yee, Chief Fiscal & Business Services

**SUBJECT:** Delegation of authority to enter into Interagency Agreements with the San Francisco Bay Conservation and Development Commission for administrative services for FY 2001-2002 and on an annual basis in the future without prior Commission approval.

**STAFF RECOMMENDATION**

The staff recommends that the Commission authorize the Executive Director to enter into an interagency agreement to provide Human Resources and Accounting services to the San Francisco Bay Conservation and Development Commission (BCDC). The staff also recommends that the Commission delegate the future responsibility for review, approval, execution, and oversight of annual interagency agreements providing administrative services between the Coastal Commission and the San Francisco Bay Conservation and Development Commission (BCDC) to the Executive Director or his designee, as authorized, without review by the Commission.

***Project Description and Summary***

The Coastal Commission has provided human resources and accounting services to BCDC for over 20 years. The Commission authorized the Executive Director to enter into annual agreements at the August 20, 1981 hearing. Each year, the Commission enters into an agreement for these services. Over the years, the workload has grown heavier and the level of service provided has increased due to complexity of funding sources and human resources issues. Until such time as BCDC is able to provide these services in-house, it is anticipated that they will rely on the Coastal Commission to provide these services at the actual cost of service.

At this time the Commission requests approval of the FY 2001-2002 interagency agreement in the amount of \$138,000, and a renewal of the delegation of authority to enter into such agreements on a yearly basis.