

establishment by the Congress of the principle of continued ownership by the States and their people of all lands beneath navigable waters within their boundaries, and the resources thereof, which principle was recognized and respected in this nation without interruption or challenge by the Federal Government or by any other agency for a century of time; and

BE IT FURTHER RESOLVED that the citizens and electors of this State are urged at this time to exert their united and determined efforts to the end that this highly important issue be definitely and permanently determined in the only fair and just manner possible, which is the restoration by the Congress of these rights in the States and their people.

38. (AUTHORIZATION OF POSITION OF ADMINISTRATIVE ASSISTANT, DIVISION OF STATE LANDS - PERSONNEL.) For some years past, the internal organization of the Division of State Lands has comprised four operating sections, i.e., Land Sales and Records, General Leasing, Mineral Leasing, and Cadastral. In addition there is a Service and Supply Section to which has been assigned, as a regular work load, all of the accounting, procurement, personnel, and office management. In addition, this section has taken a substantial share of the work involved in the special projects which cannot properly be assigned to any of the four operating sections and have to be handled in the Executive Office with the assistance of the Service and Supply Section. Examples of this type of activity are found in processing applications by Federal agencies for acquisition of jurisdiction over military or other reservations under the provisions of Section 126 of the Government Code, in preparation of material in the tidelands controversy, in revision of rules and regulations and also rental policies of the Commission, and the like. Since July 1, 1952, the Service and Supply Section has had the added task of preparation of requisite documents for the payment of all Department of Finance employees in Los Angeles. This latter task is to be lessened to the extent of having the personnel of the Buildings and Grounds Division paid through the Staff of that Division, but there will still remain some fifty-eight other Department of Finance employees for the Service and Supply Section to handle.

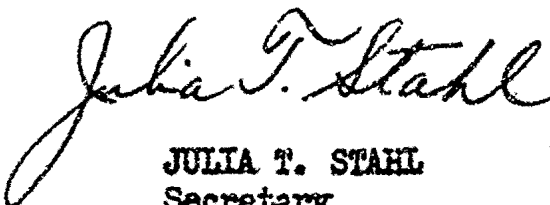
Meanwhile the work load for the Executive Staff has continued to increase. While activities in the "tide lands controversy" have slackened somewhat, special assignments in other categories have been very heavy. Projects such as the Alpine-Tuolumne County Boundary dispute and the investigation and report on the Torrens Title System are illustrative. Being of a special nature and involving higher-level determinations, a great amount of the work involved has to be done by the Executive Staff. Quiet title actions brought against the State are becoming more numerous and burdensome.

The solution to be recommended is to create the position of Administrative Assistant, Grade I. The salary range for this position was fixed by the State Personnel Board at \$395 - \$481, as of July 1, 1952. To that position would be assigned part of the work load of the Executive Staff and the administrative duties currently discharged by the Service and Supply Section. The latter duties, and the personnel handling them, would be transferred to an Administrative Section of which the Administrative Assistant would be in charge.

This plan was discussed informally with appropriate representatives of the State Personnel Board and of the Division of Budgets and Accounts of the Department of Finance, and received their concurrence.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, A RESOLUTION WAS ADOPTED AUTHORIZING THE EXECUTIVE OFFICER TO TAKE APPROPRIATE STEPS TO CREATE AN ADMINISTRATIVE SECTION IN THE DIVISION OF STATE LANDS, AND TO EMPLOY AN ADMINISTRATIVE ASSISTANT TO TAKE CHARGE OF THAT SECTION AND TO DISCHARGE SUCH OTHER DUTIES AS MAY BE ASSIGNED TO THAT POSITION.

There being no further business to come before the Commission, the meeting was adjourned.


JULIA T. STAHL
Secretary