



SAN FRANCISCO BAY
RESTORATION AUTHORITY

MEMORANDUM

DATE: September 11, 2026

TO: Governing Board

FROM: Amy Hutzal, Executive Officer

SUBJECT: Quarterly Report on Expenditures and Letters under Delegated Authority

Background

In [Resolution No. 28](#), the Governing Board delegated to the Executive Officer the authority to take the following actions as necessary or appropriate for operations of the Authority, consistent with applicable law and the policies of the Authority, without further, specific Authority authorization. These include, but are not limited to:

1. Executing contracts for technical and other services needed to implement Authority programs and costing no more than \$50,000; and
2. Augmenting funds for Authority-authorized expenditures, including grant agreements, by up to 15%, not to exceed \$100,000.

In [Resolution 104](#), the Governing Board delegated to the Chair or Executive Officer the authority to take the following additional actions as necessary or appropriate for operations of the Authority, consistent with applicable law and the policies of the Authority, without further, specific Authority authorization:

1. Sign comment letters and position papers of the State Route 37-Baylands Group.
2. Sign letters of support for federal funding for San Francisco Bay restoration and enhancement.
3. Sign letters of support for additional funding from other sources for Authority-funded projects.

Expenditures

Pursuant to delegated authority, during the period June 1, 2026, to August 31, 2026, the Executive Officer approved the following:

- A Purchase Order of \$50,000 to Full Court Press Communications for strategic communications support for the 10-year anniversary of Measure AA.
- A Direct Order of \$50 to the San Mateo County Clerk for the Handling Fee for a CEQA Notice of Exemption.
- A Direct Order of \$50 to the San Mateo County Clerk for the Handling Fee for a Notice of Determination.

- A Direct Order of \$50 to the Napa County Clerk for the Handling Fee for a Notice of Exemption.
- A Direct Order of \$100 to Santa Rosa Junior College for a meeting space to serve as an Advisory Committee Remote Meeting Location.

Letters

Pursuant to delegated authority, during the period June 1, 2026, to August 31, 2026, the Executive Officer did not sign any letters of support.