



SAN FRANCISCO BAY
RESTORATION AUTHORITY

MEMORANDUM

DATE: February 14, 2020

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Sam Schuchat, Executive Officer
San Francisco Bay Restoration Authority

SUBJECT: Quarterly Report on Expenditures under Delegated Authority

Background

In Resolution No. 28, the Governing Board delegated to the Executive Officer the authority to take specific financial actions as necessary and appropriate to the operations of the Authority. 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.

Expenditures

Pursuant to delegated authority, the Executive Officer executed the following contracts during the period November 1, 2019-January 31, 2019:

1. A contract for \$8,500 with Bay Nature Institute to provide a sponsored insert in Bay Nature magazine.
2. A contract for \$10,000 with Estuary News for a one-year sponsorship.
3. A contract for \$4,950 with T.L Simons Graphic Arts for design of the annual report.
4. Payment of \$50 to the Contra Costa County Recorder for a California Environmental Quality Act filing fee.
5. Payment of \$50 to the Alameda County Clerk for a California Environmental Quality Act filing fee.
6. Payment of \$13,170 to the Association of Bay Area Governments (ABAG) for the Authority's coverage under Commercial General Liability, Automotive Liability, and Umbrella Insurance policies purchased by ABAG.