



SAN FRANCISCO BAY
RESTORATION AUTHORITY

MEMORANDUM

DATE: October 15, 2021

TO: Governing Board
San Francisco Bay Restoration Authority

FROM: Amy Hutzel, Interim Executive Officer
San Francisco Bay Restoration Authority

SUBJECT: 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

The previous board meeting took place on June 18, 2021, prior to the end of the last quarter of Fiscal Year 2020-2021. Therefore, this report covers two quarters. Pursuant to delegated authority, the Interim Executive Officer executed the following contracts during the period April 1, 2021-September 30, 2021:

1. Six filing fees under the California Environmental Quality Act, totaling \$300.
2. A contract for \$760.52 with Community Printers, Inc. for printing of the Authority's Annual Report.