MEMORANDUM

DATE:     August 28, 2019

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 May 1, 2019-July 31, 2019:

1. A contract for $1,648 with Community Printers, Inc. to print the annual report.
2. Payments of $50 each to the Marin County Clerk and Alameda County Clerk for filing California Environmental Quality Act documents associated with the Governing Board’s authorizations of projects in those counties.