



MEMORANDUM

DATE: February 15, 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 October 1, 2018-January 31, 2019:

1. A contract for design of the Authority's website and logo (\$19,850).
2. A contract for Authority sponsorship of the Open Road television show, which will feature Authority-supported projects in an episode about the Bay Trail (\$2,500).
3. A contract for graphic design for the *San Francisco Bay Restoration Authority Annual Report, FY 2017-2018* (\$2,950).
4. An amendment to the Authority's grant agreement with Sonoma Land Trust, augmenting the grant for the Sonoma Creek Baylands Strategy project by \$22,500, which is 15% of the original Governing Board authorization of \$150,000.