



SAN FRANCISCO BAY
RESTORATION AUTHORITY

MEMORANDUM

DATE: June 6, 2025

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 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.

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 March 1, 2025, to May 30, 2025, the Executive Officer approved the following:

- A Purchase Order of \$4,308.58 for Authority-branded hats and totes from Custom Ink.

Letters

During the period March 1, 2025, to May 30, 2025, the Chair signed two letters pursuant to delegated authority:

- A letter to Congressmembers Lofgren, Garamendi, Thompson, and Khanna in support of four federal appropriation requests (Fiscal Year 2026) to restore and manage wetland habitats in San Francisco Bay:
 - \$75 million to the US Environmental Protection Agency for the San Francisco Bay Geographic Program;
 - \$6.5 million to the US Army Corps of Engineers for the Bel Marin Keys portion of the Hamilton Wetlands Restoration Project in Marin County;
 - \$4.6 million appropriation of U.S. Army Corps of Engineers (USACE) Construction General funds for the Resilient San Francisco Bay Pilot Project; and
 - \$500,000 appropriation of General Investigation funding for USACE for a Coastal Flood Risk Study in San Francisco Bay Area.
- A letter to Senator Padilla and Senator Schiff in support of the above four federal appropriation requests (Fiscal Year 2026) to restore and manage wetland habitats in San Francisco Bay.