



Topic: **Reservoir Committee Agenda Item 3-1** **2018 Jan 19**

Subject: **Financial Report & Payment of Claims**

---

**Requested Action:**

Consider accepting the December 2017 Financial Report and approving the Reservoir Committee portion of the Payment of Claims as presented in Attachment 3-1.

**Detailed Description/Background:**

Attachment 3-1 incorporates financial information through December 29, 2017 and invoices received by the Sites Project Authority through January 2, 2018.

**Prior Reservoir Committee Action:**

None.

**Fiscal Impact/Funding Source:**

Total Payment of Claims is \$301,482.55 with \$62,195.31 of costs being assigned to the Authority and \$239,287.24 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment 3-1A: December 2017 Financial Report and Payment of Claims

Attachment 3-1B: December 2017 Monthly Invoice Summary and Cost Allocation

Attachment 3-1C: Consultant Budget Review by Task

SITES JOINT POWERS AUTHORITY  
 TREASURER'S REPORT  
 December 31, 2017

Checking Account-U.S. Bank

Beginning Balance 12/01/2017 \$ 7,413,413.31

RECEIVED:

Membership Revenue	\$ 110.33	
Reservoir Revenue	\$ 802,522.75	
Earned Interest		
<b>TOTAL RECEIVED</b>		<b>\$ 802,633.08</b>

DISBURSED:

Accounting Fees	\$ (1,661.00)	
Administrative Support	\$ (1,482.06)	
Annual Audit	\$ (2,015.25)	
Computer Service	\$ (467.60)	
Dues and Subscriptions		
General Manager	\$ (37,792.92)	
Business & Program Manager	\$ (47,613.70)	
Office Expenses	\$ (706.10)	
Professional Fees-NEPA	\$ (1,341.90)	
Professional Fees-EPP	\$ (73,840.13)	
Professional Fees-Engineering & Technical	\$ (69,649.97)	
Professional Fees-CalSim Modeling	\$ (330,607.82)	
Professional Fees-Financial Modeling	\$ (9,812.85)	
Professional Fees-Legal Service	\$ (11,920.63)	
Public Information Officer/Management		
<b>TOTAL DISBURSED</b>		<b>\$ (588,911.93)</b>

**Ending Balance 12/31/2017 \$ 7,627,134.46**

**TOTAL CASH ON HAND December 31, 2017 \$ 7,627,134.46**

# Sites Project Joint Powers Authority Transactions by Account

As of December 31, 2017

Cash Basis

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>US Bank Checking</b>							7,413,413.31
Deposit	12/07/2017			San Berna...	473,642.75		7,887,056.06
Bill Pmt -Check	12/15/2017		Adept Solutions			467.60	7,886,588.46
Bill Pmt -Check	12/15/2017	1424	AECOM Technical Servi...			67,564.47	7,819,023.99
Bill Pmt -Check	12/15/2017	1425	CH2M			330,607.82	7,488,416.17
Bill Pmt -Check	12/15/2017	1426	Gerald E Johns			750.00	7,487,666.17
Bill Pmt -Check	12/15/2017	1427	ICF Jones & Stokes Inc			73,840.13	7,413,826.04
Bill Pmt -Check	12/15/2017	1428	J.C. Watson, Inc			37,792.92	7,376,033.12
Bill Pmt -Check	12/15/2017	1429	KCoe Isom			1,661.00	7,374,372.12
Bill Pmt -Check	12/15/2017	1430	Larsen Wurzel & Associ...			9,812.85	7,364,559.27
Bill Pmt -Check	12/15/2017	1431	M.R. Cleaning Services			200.00	7,364,359.27
Bill Pmt -Check	12/15/2017	1432	Maximun Pest Control			65.00	7,364,294.27
Bill Pmt -Check	12/15/2017	1433	MBK Engineers			2,085.50	7,362,208.77
Bill Pmt -Check	12/15/2017	1434	Mt Shasta Spring Water			26.45	7,362,182.32
Bill Pmt -Check	12/15/2017	1435	Perkins Coie LLP			1,341.90	7,360,840.42
Bill Pmt -Check	12/15/2017	1436	Rush Personnel Service...	L4H		1,482.06	7,359,358.36
Bill Pmt -Check	12/15/2017	1437	Spesert Consulting			17,634.73	7,341,723.63
Bill Pmt -Check	12/15/2017	1438	Tittle & Company LLP			2,015.25	7,339,708.38
Bill Pmt -Check	12/15/2017	1439	Trapasso Consulting Ser...			29,978.97	7,309,729.41
Bill Pmt -Check	12/15/2017	1440	US Bank C/C	479853121...		414.65	7,309,314.76
Bill Pmt -Check	12/15/2017	1441	Young Wooldridge LLP			11,170.63	7,298,144.13
Deposit	12/21/2017			Carter MWC	7,830.00		7,305,974.13
Deposit	12/21/2017			Sac Public ...	50.00		7,306,024.13
Deposit	12/22/2017			California ...	274,050.00		7,580,074.13
Deposit	12/29/2017			Proberta WD	47,060.33		7,627,134.46
Total US Bank Checking					802,633.08	588,911.93	7,627,134.46
<b>TOTAL</b>					<b>802,633.08</b>	<b>588,911.93</b>	<b>7,627,134.46</b>

# Sites Project Joint Powers Authority

## Balance Sheet

As of December 31, 2017

---

	Dec 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
US Bank Checking	7,627,134.46
<b>Total Checking/Savings</b>	7,627,134.46
<b>Accounts Receivable</b>	
Accounts Rec Members	
Membership - Authority	18,145.08
Membership - Reservoir	142,199.75
<b>Total Accounts Rec Members</b>	160,344.83
<b>Total Accounts Receivable</b>	160,344.83
<b>Other Current Assets</b>	
Prepaid Expenses	1,637.24
<b>Total Other Current Assets</b>	1,637.24
<b>Total Current Assets</b>	7,789,116.53
<b>Fixed Assets</b>	
Equip Computers / Printers	3,916.81
Furniture and Fixtures	34,294.05
<b>Total Fixed Assets</b>	38,210.86
<b>TOTAL ASSETS</b>	<b>7,827,327.39</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	183,589.70
<b>Total Accounts Payable</b>	183,589.70
<b>Total Current Liabilities</b>	183,589.70
<b>Total Liabilities</b>	183,589.70
<b>Equity</b>	
Net Assets	1,916,216.58
Retained Earnings	-3,220.00
Net Income	5,730,741.11
<b>Total Equity</b>	7,643,737.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,827,327.39</b>

FOR MANAGEMENT PURPOSES ONLY

**Sites Project Joint Powers Authority**  
**A/R Aging Summary**  
As of December 31, 2017

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Antelope Valley - East Kern Water Agency	0.00	0.00	0.00	31,579.75	0.00	31,579.75
City of American Canyon	0.00	0.00	0.00	79,820.00	0.00	79,820.00
LaGrande Water	0.00	0.00	0.00	15,660.00	20,285.08	35,945.08
Yolo County Flood Control	0.00	0.00	0.00	13,000.00	0.00	13,000.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>140,059.75</b>	<b>20,285.08</b>	<b>160,344.83</b>

Sites Project Joint Powers Authority

A/R Aging Summary

\* As of January 10, 2018 \*

---

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Antelope Valley - East Kern Water Agency	0.00	0.00	0.00	31,579.75	0.00	31,579.75
City of American Canyon	0.00	0.00	0.00	79,820.00	0.00	79,820.00
LaGrande Water	0.00	0.00	0.00	15,660.00	20,285.08	35,945.08
Yolo County Flood Control	0.00	0.00	0.00	13,000.00	0.00	13,000.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>140,059.75</b>	<b>20,285.08</b>	<b>160,344.83</b>

**Sites Project Joint Powers Authority**  
**A/P Aging Summary**  
As of December 31, 2017

---

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
ACWA	0.00	0.00	0.00	0.00	600.00	600.00
AECOM Technical Services, Inc.	57,781.68	0.00	0.00	0.00	0.00	57,781.68
Family Water Alliance, Inc	3,000.00	2,500.00	0.00	0.00	0.00	5,500.00
Gerald E Johns	0.00	1,875.00	0.00	0.00	0.00	1,875.00
ICF Jones & Stokes Inc	0.00	55,434.25	0.00	0.00	0.00	55,434.25
JB Comm, Inc.	45,742.57	0.00	0.00	0.00	0.00	45,742.57
KCoe Isom	2,287.50	0.00	0.00	0.00	0.00	2,287.50
Larsen Wurzel & Associates, Inc	12,482.25	0.00	0.00	0.00	0.00	12,482.25
M.R. Cleaning Services	200.00	0.00	0.00	0.00	0.00	200.00
Maximun Pest Control	65.00	0.00	0.00	0.00	0.00	65.00
MBK Engineers	0.00	0.00	0.00	0.00	1,193.00	1,193.00
US Bank	0.00	428.45	0.00	0.00	0.00	428.45
<b>TOTAL</b>	<b>121,559.00</b>	<b>60,237.70</b>	<b>0.00</b>	<b>0.00</b>	<b>1,793.00</b>	<b>183,589.70</b>

**Sites Project Joint Powers Authority**  
**Profit & Loss**  
December 2017

	Dec 17	Jan - Dec 17
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Membership Admin/Authority	0.00	770,001.00
Membership Water	0.00	11,671,232.75
<b>Total Income</b>	0.00	12,441,233.75
<b>Gross Profit</b>	0.00	12,441,233.75
<b>Expense</b>		
Advertisement	0.00	600.00
Accounting Contract J Bond	0.00	3,191.25
Accounting Expense	2,287.50	33,664.00
Admin Support Gen Manager	1,482.06	19,501.48
Audit Fees	0.00	2,015.25
Bank Service Fees	0.00	85.00
Dues and Subscriptions	0.00	3,505.00
Flood Damage Expense	0.00	289.58
General Manager		
Expense Reimbursement	0.00	6,108.03
Other Expense Reimb	0.00	4,829.48
Services	37,792.92	364,140.63
Vehicle Mileage Reimb	0.00	10,392.57
Vehicle Related Travel Reimb	0.00	1,043.00
<b>Total General Manager</b>	37,792.92	386,513.71
Insurance Liability	0.00	2,203.00
Legal Services		
General Counsel	11,170.63	112,730.93
NEPA & CEQA	0.00	489,530.70
Water Rights	2,625.00	99,421.12
<b>Total Legal Services</b>	13,795.63	701,682.75
Office Expenses		
Cleaning	200.00	1,300.00
Misc Office & Operating Exp	819.55	13,580.27
Pest Control & Maintenance	65.00	455.00
Supplies	0.00	1,879.16
Office Expenses - Other	0.00	26.81
<b>Total Office Expenses</b>	1,084.55	17,241.24
Postage & UPS	0.00	20.24
Professional Fees		
Business Manager	17,634.73	43,731.43
Program Management	29,978.97	68,236.16
CalSim Modeling & Draft EIR/S	120,375.01	3,503,297.49
Cost Development Model	12,482.25	49,035.73
Cultural Study	3,000.00	23,000.00
Engineering & Technical Service	57,781.68	825,553.26
EPP Manager	55,434.25	618,192.29
Public Outreach & Engagement	45,742.57	393,645.84
Public Outreach & Facilitation	0.00	2,832.00
<b>Total Professional Fees</b>	342,429.46	5,527,524.20
Website, Data, Computer Support	467.60	12,455.94
<b>Total Expense</b>	399,339.72	6,710,492.64
<b>Net Ordinary Income</b>	-399,339.72	5,730,741.11
<b>Net Income</b>	-399,339.72	5,730,741.11

FOR MANAGEMENT PURPOSES ONLY



**Sites Project Joint Powers Authority  
Transaction Detail By Account  
December 2017**

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
<b>Accounting Expense</b>								
Bill	12/31/2017	KC0001056	KCoe Isom		Authority	2,287.50		-2,287.50
Total Accounting Expense						2,287.50	0.00	-2,287.50
<b>Admin Support Gen Manager</b>								
Bill	12/05/2017	867,868,,22...	Rush Personnel Services, ...	11/5-12/5	Authority	1,185.65		-1,185.65
Bill	12/05/2017	867,868,,22...	Rush Personnel Services, ...	11/5-12/5	Reservior	296.41		-1,482.06
Total Admin Support Gen Manager						1,482.06	0.00	-1,482.06
<b>General Manager Services</b>								
Bill	12/04/2017	SPA-028	J.C. Watson, Inc	11/1-11/30	Authority	8,175.22		-8,175.22
Bill	12/04/2017	SPA-028	J.C. Watson, Inc	11/1-11/30	Reservior	29,617.70		-37,792.92
Total Services						37,792.92	0.00	-37,792.92
Total General Manager						37,792.92	0.00	-37,792.92
<b>Legal Services</b>								
<b>General Counsel</b>								
Bill	12/05/2017	Letter	Young Wooldridge LLP	11/1-11/30	Authority	2,523.00		-2,523.00
Bill	12/05/2017	Letter	Young Wooldridge LLP	11/1-11/30	Reservior	8,647.63		-11,170.63
Total General Counsel						11,170.63	0.00	-11,170.63
<b>Water Rights</b>								
Bill	12/01/2017	Letter	Gerald E Johns	11/1-11/30	Reservior	750.00		-750.00
Bill	12/01/2017	Letter	Gerald E Johns	12/1-12/31	Reservior	1,875.00		-2,625.00
Total Water Rights						2,625.00	0.00	-2,625.00
Total Legal Services						13,795.63	0.00	-13,795.63
<b>Office Expenses</b>								
<b>Cleaning</b>								
Bill	12/16/2017	049	M.R. Cleaning Services		Authority	200.00		-200.00
Total Cleaning						200.00	0.00	-200.00
<b>Misc Office &amp; Operating Exp</b>								
Bill	12/05/2017	442887	Mt Shasta Spring Water	11/7-11/30	Authority	26.45		-26.45
Bill	12/07/2017	online review	US Bank C/C	11/17-12/6	Authority	414.65		-441.10
Bill	12/08/2017	Stmt	US Bank		Authority	428.45		-869.55
Deposit	12/21/2017	215935		Galleria refund	Reservior		50.00	-819.55
Total Misc Office & Operating Exp						869.55	50.00	-819.55
<b>Pest Control &amp; Maintenance</b>								
Bill	12/21/2017	45630	Maximun Pest Control		Authority	65.00		-65.00
Total Pest Control & Maintenance						65.00	0.00	-65.00
Total Office Expenses						1,134.55	50.00	-1,084.55
<b>Professional Fees</b>								
<b>Business Manager</b>								
Bill	12/04/2017	03-17	Spesert Consulting	11/1-11/30	Reservior	17,634.73		-17,634.73
Total Business Manager						17,634.73	0.00	-17,634.73
<b>Program Management</b>								
Bill	12/04/2017	SP17-03	Trapasso Consulting Servi...	11/1-11/30	Reservior	29,978.97		-29,978.97
Total Program Management						29,978.97	0.00	-29,978.97
<b>CalSim Modeling &amp; Draft EIR/S</b>								
Bill	12/05/2017	381127272	CH2M	9/30-11/24	Reservior	120,375.01		-120,375.01
Total CalSim Modeling & Draft EIR/S						120,375.01	0.00	-120,375.01
<b>Cost Development Model</b>								
Bill	12/13/2017	1609000-1117	Larsen Wurzel & Associat...		Reservior	12,482.25		-12,482.25
Total Cost Development Model						12,482.25	0.00	-12,482.25
<b>Cultural Study</b>								
Bill	12/10/2017	1501	Family Water Alliance, Inc		Authority	3,000.00		-3,000.00
Total Cultural Study						3,000.00	0.00	-3,000.00
<b>Engineering &amp; Technical Service</b>								
Bill	12/12/2017	38005395	AECOM Technical Service...		Reservior	57,781.68		-57,781.68
Total Engineering & Technical Service						57,781.68	0.00	-57,781.68
<b>EPP Manager</b>								
Bill	12/12/2017	0126843	ICF Jones & Stokes Inc		Reservior	55,434.25		-55,434.25
Total EPP Manager						55,434.25	0.00	-55,434.25
<b>Public Outreach &amp; Engagement</b>								
Bill	12/11/2017	1117	JB Comm, Inc.		Authority	25,922.44		-25,922.44
Bill	12/11/2017	1117	JB Comm, Inc.		Reservior	19,820.13		-45,742.57

**Sites Project Joint Powers Authority  
Transaction Detail By Account  
December 2017**

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Total Public Outreach & Engagement						45,742.57	0.00	-45,742.57
Total Professional Fees						342,429.46	0.00	-342,429.46
<b>Website, Data, Computer Support</b>								
Bill	12/01/2017	MSP-133128	Adept Solutions	Dec	Authority	467.60		-467.60
Total Website, Data, Computer Support						467.60	0.00	-467.60
<b>TOTAL</b>						<b>399,389.72</b>	<b>50.00</b>	<b>-399,339.72</b>

**Sites Project Joint Powers Authority**  
**Balance Sheet by Class**  
As of December 31, 2017

	Authority	Reservior	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
US Bank Checking	188,830.83	7,438,303.63	7,627,134.46
<b>Total Checking/Savings</b>	<b>188,830.83</b>	<b>7,438,303.63</b>	<b>7,627,134.46</b>
<b>Accounts Receivable</b>			
Accounts Rec Members			
Membership - Authority	87,145.08	-69,000.00	18,145.08
Membership - Reservoir	-1,293.77	143,493.52	142,199.75
<b>Total Accounts Rec Members</b>	<b>85,851.31</b>	<b>74,493.52</b>	<b>160,344.83</b>
<b>Total Accounts Receivable</b>	<b>85,851.31</b>	<b>74,493.52</b>	<b>160,344.83</b>
<b>Other Current Assets</b>			
Prepaid Expenses	1,637.24	0.00	1,637.24
<b>Total Other Current Assets</b>	<b>1,637.24</b>	<b>0.00</b>	<b>1,637.24</b>
<b>Total Current Assets</b>	<b>276,319.38</b>	<b>7,512,797.15</b>	<b>7,789,116.53</b>
<b>Fixed Assets</b>			
Equip Computers / Printers	3,916.81	0.00	3,916.81
Furniture and Fixtures	34,294.05	0.00	34,294.05
<b>Total Fixed Assets</b>	<b>38,210.86</b>	<b>0.00</b>	<b>38,210.86</b>
<b>TOTAL ASSETS</b>	<b>314,530.24</b>	<b>7,512,797.15</b>	<b>7,827,327.39</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
Accounts Payable	34,636.10	148,953.60	183,589.70
<b>Total Accounts Payable</b>	<b>34,636.10</b>	<b>148,953.60</b>	<b>183,589.70</b>
<b>Total Current Liabilities</b>	<b>34,636.10</b>	<b>148,953.60</b>	<b>183,589.70</b>
<b>Total Liabilities</b>	<b>34,636.10</b>	<b>148,953.60</b>	<b>183,589.70</b>
<b>Equity</b>			
Net Assets	101,307.93	1,814,908.65	1,916,216.58
Retained Earnings	0.00	-3,220.00	-3,220.00
Net Income	178,586.21	5,552,154.90	5,730,741.11
<b>Total Equity</b>	<b>279,894.14</b>	<b>7,363,843.55</b>	<b>7,643,737.69</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>314,530.24</b>	<b>7,512,797.15</b>	<b>7,827,327.39</b>

**Sites Project Joint Powers Authority**  
**Profit & Loss by Class**  
**December 2017**

	Authority	Reservior	TOTAL
Ordinary Income/Expense			
Expense			
Accounting Expense	2,287.50	0.00	2,287.50
Admin Support Gen Manager	1,185.65	296.41	1,482.06
General Manager Services	8,175.22	29,617.70	37,792.92
<b>Total General Manager</b>	<b>8,175.22</b>	<b>29,617.70</b>	<b>37,792.92</b>
Legal Services			
General Counsel	2,523.00	8,647.63	11,170.63
Water Rights	0.00	2,625.00	2,625.00
<b>Total Legal Services</b>	<b>2,523.00</b>	<b>11,272.63</b>	<b>13,795.63</b>
Office Expenses			
Cleaning	200.00	0.00	200.00
Misc Office & Operating Exp	869.55	-50.00	819.55
Pest Control & Maintenance	65.00	0.00	65.00
<b>Total Office Expenses</b>	<b>1,134.55</b>	<b>-50.00</b>	<b>1,084.55</b>
Professional Fees			
Business Manager	0.00	17,634.73	17,634.73
Program Management	0.00	29,978.97	29,978.97
CalSim Modeling & Draft EIR/S	0.00	120,375.01	120,375.01
Cost Development Model	0.00	12,482.25	12,482.25
Cultural Study	3,000.00	0.00	3,000.00
Engineering & Technical Service	0.00	57,781.68	57,781.68
EPP Manager	0.00	55,434.25	55,434.25
Public Outreach & Engagement	25,922.44	19,820.13	45,742.57
<b>Total Professional Fees</b>	<b>28,922.44</b>	<b>313,507.02</b>	<b>342,429.46</b>
Website, Data, Computer Support	467.60	0.00	467.60
<b>Total Expense</b>	<b>44,695.96</b>	<b>354,643.76</b>	<b>399,339.72</b>
<b>Net Ordinary Income</b>	<b>-44,695.96</b>	<b>-354,643.76</b>	<b>-399,339.72</b>
<b>Net Income</b>	<b>-44,695.96</b>	<b>-354,643.76</b>	<b>-399,339.72</b>

FOR MANAGEMENT PURPOSES ONLY

**Sites Project Joint Powers Authority**  
**Profit & Loss by Class**  
 January through December 2017

	Authority	Reservior	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Membership Admin/Authority	796,001.00	-26,000.00	770,001.00
Membership Water	0.00	11,671,232.75	11,671,232.75
<b>Total Income</b>	796,001.00	11,645,232.75	12,441,233.75
<b>Gross Profit</b>	796,001.00	11,645,232.75	12,441,233.75
<b>Expense</b>			
Advertisement	600.00	0.00	600.00
Accounting Contract J Bond	3,191.25	0.00	3,191.25
Accounting Expense	33,664.00	0.00	33,664.00
Admin Support Gen Manager	8,378.83	11,122.65	19,501.48
Audit Fees	2,015.25	0.00	2,015.25
Bank Service Fees	85.00	0.00	85.00
Dues and Subscriptions	3,505.00	0.00	3,505.00
Flood Damage Expense	289.58	0.00	289.58
General Manager			
Expense Reimbursement	0.00	6,108.03	6,108.03
Other Expense Reimb	965.89	3,863.59	4,829.48
Services	73,518.45	290,622.18	364,140.63
Vehicle Mileage Reimb	2,078.53	8,314.04	10,392.57
Vehicle Related Travel Reimb	208.60	834.40	1,043.00
<b>Total General Manager</b>	76,771.47	309,742.24	386,513.71
Insurance Liability	2,203.00	0.00	2,203.00
Legal Services			
General Counsel	94,940.80	17,790.13	112,730.93
NEPA & CEQA	98,438.40	391,092.30	489,530.70
Water Rights	0.00	99,421.12	99,421.12
<b>Total Legal Services</b>	193,379.20	508,303.55	701,682.75
Office Expenses			
Cleaning	1,300.00	0.00	1,300.00
Misc Office & Operating Exp	9,936.27	3,644.00	13,580.27
Pest Control & Maintenance	455.00	0.00	455.00
Supplies	1,879.16	0.00	1,879.16
Office Expenses - Other	26.81	0.00	26.81
<b>Total Office Expenses</b>	13,597.24	3,644.00	17,241.24
Postage & UPS	20.24	0.00	20.24
Professional Fees			
Business Manager	0.00	43,731.43	43,731.43
Program Management	0.00	68,236.16	68,236.16
CalSim Modeling & Draft EIR/S	0.00	3,503,297.49	3,503,297.49
Cost Development Model	5,917.05	43,118.68	49,035.73
Cultural Study	23,000.00	0.00	23,000.00
Engineering & Technical Service	0.00	825,553.26	825,553.26
EPP Manager	0.00	618,192.29	618,192.29
Public Outreach & Engagement	238,341.74	155,304.10	393,645.84
Public Outreach & Facilitation	0.00	2,832.00	2,832.00
<b>Total Professional Fees</b>	267,258.79	5,260,265.41	5,527,524.20
Website, Data, Computer Support	12,455.94	0.00	12,455.94
<b>Total Expense</b>	617,414.79	6,093,077.85	6,710,492.64
<b>Net Ordinary Income</b>	178,586.21	5,552,154.90	5,730,741.11
<b>Net Income</b>	178,586.21	5,552,154.90	5,730,741.11

FOR MANAGEMENT PURPOSES ONLY

**WARRANTS DRAWN AGAINST**

**Sites Project Authority**

**January 22, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1443	01/10/2018	ACWA	Advertising	600.00
1444	01/10/2018	Adept Solutions	IT Support	467.60
1445	01/10/2018	AECOM, Inc.	Professional Services	57,781.68
1446	01/10/2018	Family Water Alliance, Inc.	Cultural Study- November/December	5,500.00
1447	01/10/2018	Gerald E Johns	Professional Services- Water Rights	1,875.00
1448	01/10/2018	ICF Jones & Stokes, Inc.	Professional Services	55,434.25
1449	01/10/2018	J.C Watson, Inc.	Manager- December	33,878.67
1450	01/10/2018	JB Comm, Inc.	Professional Services-Outreach	70,910.87
1451	01/10/2018	K-Coe-Isom	Accounting	2,287.50
1452	01/10/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	12,482.25
1453	01/10/2018	M.R. Cleaning Services	Janitorial- December	200.00
1454	01/10/2018	Maximum Pest Control	Pest Control- December	65.00
1455	01/10/2018	MBK Engineers	Professional Services	1,193.00
1456	01/10/2018	Rush Personnel Services Inc.	Administration-December/January	1,525.65
1457	01/10/2018	Spesert Consulting	Professional Services-December	17,011.24
1458	01/10/2018	Trapasso Consulting Services	Professional Services-December	28,496.34
1459	01/10/2018	US Bank CC	Office Expense-December	428.45
1460	01/10/2018	Young Wooldridge LLP	Legal Services- December	11,345.05
			<b>Total Amount</b>	<b><u>301,482.55</u></b>

THE FOREGOING CLAIM, NUMBERED 1443-1460, ARE APPLIED TO THE GENERAL FUND OF SITES PROJECT AUTHORITY AND ARE WARRANTS AUTHORIZED THERETO.

County of Colusa	Tehama Colusa Canal Authority
Colusa County Water District	Westside Water District
County of Glenn	Placer County Water Agency/City of Roseville
Glenn-Colusa Irrigation District	Western Canal Water District
Maxwell Irrigation District	Reclamation District No. 108
Orland Artois Water District	Proberta Water District

Topic: **Program Operations – Finance**

January 5, 2018

Subject: **Vendor/Consultant Invoices Received for January 2018 Authority Board and Reservoir Committee Meetings**

**Purpose:** Summarize the review of invoices for preparation of monthly Accountant and Treasurer's reports.

The following lists the vendor and consultant invoices that were received and reviewed for inclusion into the Payment of Claims for the Authority Board and Reservoir Committee consideration at their January 2018 monthly meetings.

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>ACWA</b> <i>Advertisement</i>	INV004786 6/28/17	NA	\$600.00	\$600.00	-
KMS	<b>Adept Solutions</b> <i>IT &amp; Related Services</i>	MSP-133313 1/01/18	12/17	\$467.60	\$467.60	-
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	38005395 12/12/17	11/17	\$57,781.68	-	\$57,781.68
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/Project Operations</i>	None received	-	-	-	-
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	1500 1501 1/02/18	11/17 12/17	\$5,500	\$5,500	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 1/01/18	12/17	\$1,875.00	-	\$1,875.00
JCW	<b>ICF Jones and Stokes, Inc.</b> <i>EPP Manager &amp; Biological Services</i>	0126843 12/12/17	11/17	\$55,434.25	-	\$55,434.25
KMS	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	1117 1217 12/11/17 1/02/18	11/17 12/17	\$70,910.87	\$40,268.37	\$30,642.50

Status: **Final**  
 Purpose: **For Preparation of Payment of Claims**  
 Caveat:  
 Notes:

Preparer: **Trapasso**  
 Checker: **Watson**  
 QA/QC:

Phase: **1** Version: **0**  
 Date: **1/08/17**  
 Ref/File #: **10.755**  
 Page: **1** of **2**

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JRT	JCW Inc GM Services	SPA-029 01/01/18	12/17	\$33,878.67	\$7,356.87	\$26,521.80
JAT	K-Coe Isom, LLP Accounting	KC001056 12/31/17	12/17	\$2,287.50	\$2,287.50	-
JCW	Larsen Wurzel & Associates, Inc. Cost Development Model	1609000-1117 12/13/17	11/17	\$12,482.25	-	\$12,482.25
KMS	Maximum Pest Control Pest Spraying	45630 12/21/17	12/17	\$65.00	\$65.00	-
JCW	MBK Engineers Eng/Tech Svcs & Project Operations	17-08-4941.0 9/12/17	8/17	\$1,193.00	-	\$1,193.00
KMS	MR Cleaning Service Office Cleaning	049 12/16/17	11/17	\$200.00	\$200.00	-
KMS	MT Shasta Water Office Water	None received	-	-	-	-
JCW	Perkins Coie, LLP Special Legal	None received	-	-	-	-
KMS	RUSH Personal – 10/14 Kim Davis Services	Four invoices 115,557 115,558 115,868 115,869 Dates 12/18/17 1/02/18	12/17	\$1,525.65	\$1,220.52	\$305.13
JCW	Spesert Consulting Bus/Comm Manager	01-18 1/02/18	12/17	\$17,011.24	-	\$17,011.24
JCW	Trapasso Consulting Services Progm Ops Manager	SP17-04 1/02/18	12/17	\$28,496.34	-	\$28,496.34
KMS	US Bank – Credit Card Misc. Expenses	Online Account 6296 12/31/17	12/17	\$428.45	\$428.45	-
JCW	Young Wooldridge, Law Offices, LLP Legal Counsel	Letter 1/03/18	12/17	\$11,345.05	\$3,801.00	\$7,544.05
<b>TOTAL</b>				<b>\$301,482.55</b>	<b>\$62,195.31</b>	<b>\$239,287.24</b>



2018 January 19 Reservoir Committee Meeting, Agenda Item 3-1, Attachment C

**JANUARY CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
1/15/2018**

The following table provides approved contract and task budgets, and current expenditures by key consultant. Spent and remaining budget amounts based on consultants most recent monthly progress report.

Consultant	Contract Budget Ceiling	Amount Authorized	Task (# and name)	Approved Task Budget	Spent Through Last Invoice	Remaining Budget	Authorized Amount Expended (%)	Task Status
<b>AECOM</b>	\$ 2,000,000	\$ 1,819,035						
			1-7, 9-11, 13-14	\$ 863,144	\$ 861,502	\$ 1,642	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 678,723	\$ 636,708	\$ 42,015	94%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ -	\$ 18,750	0%	Pending
			15 - Flood Cleanup Support	\$ 25,820	\$ 25,821	\$ (1)	100%	Complete
			16 - Meeting Minutes	\$ 9,540	\$ 9,943	\$ (403)	104%	Complete
			17 - Delevan Enlargement	\$ 79,000	\$ 60,329	\$ 18,671	76%	In progress
			18 - Colusa Basin Drain	\$ 25,000 *	\$ 27,844	\$ (2,844)	111%	Complete
			19 - Sites PGP / Holthouse	\$ 37,000	\$ -	\$ 37,000	0%	Pending
			20 - Evaluation of ERC	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			22 - Repayment Analysis	\$ 45,000	\$ 35,108	\$ 9,892	78%	In progress
			24 - Program Ops Support	\$ 25,000	\$ -	\$ 25,000	0%	In progress
<b>CH2M Hill</b>	\$ 5,547,368	\$ 5,397,368						
			TO2-MOD 1/Task 6.3 & 6.4 - B3.31.03 -CEQA Lead Agency Coord Supt (through prep of public draft EIR/EIS) , B3.31.06 - CEQA Lead Agency Coordination Support (completion of final draft EIR/EIS)	\$ 575,000	\$ 118,618	\$ 456,382	21%	In progress
			TO2-MOD 1/Task 12 - B3.31.05 - Rvw Pub Cmets/Prp Aprch	\$ 150,000	\$ -	\$ 150,000	0%	In progress
			TO2-MOD 1/Task 13 - B3.31.07 - Permits & Env Compl	\$ 300,000	\$ 100,048	\$ 199,952	33%	In progress
			TO4-MOD 3/Task 1 - D3.31.01 - Sites Project and CA WaterFix Integrated Results Update	\$ 100,000	\$ 64,790	\$ 35,210	65%	In progress
			TO4-MOD 3/Task 2A - D3.31.02 - Historical Hydrographs, and Fisheries Needs and Potential Sites Project Diversion Criteria	\$ 245,000	\$ 78,145	\$ 166,855	32%	In progress
			TO4-MOD 3/Task 3A - D3.31.03 - Identification of Side-channel/Floodplain Areas and Flows for Habitat	\$ 140,000	\$ 103,621	\$ 36,379	74%	In progress
			TO4-MOD 3/Task 4 - D3.31.04 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 120,000	\$ 71,385	\$ 48,615	59%	In progress
			TO4-MOD 3/Task 5 - D3.31.05 – Support of EIR Supplemental Information Document	\$ 185,000	\$ 44,410	\$ 140,590	24%	In progress
			TO4-MOD 3/Task 6 - D3.31.06 - Technical Engineering Support	\$ 45,000	\$ 2,796	\$ 42,204	6%	In progress

Consultant	Contract Budget Ceiling	Amount Authorized	Task (# and name)	Approved Task Budget	Spent Through Last Invoice	Remaining Budget	Authorized Amount Expended (%)	Task Status
<b>ICF Jones and Stokes</b>	\$ 1,091,040	\$ 1,091,040						
			4 - Preparation of the EIR/S	\$ 147,174	\$ 26,483	\$ 120,691	18%	In progress
			5 - Preparation of the WSIP Application	\$ 62,990	\$ 4,680	\$ 58,310	7%	In progress
			6 - Preparation of the Application Permits	\$ 317,141	\$ 8,097	\$ 309,044	3%	In progress
			7 - Support Authority Board	\$ 63,735	\$ 11,050	\$ 52,685	17%	In progress
<b>JB Comm</b>	\$ 598,482	\$ 598,482						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 46,700	\$ 25,500	\$ 21,200	55%	In progress
			2 - Message Platform, Rapid Response	\$ 46,325	\$ 32,525	\$ 13,800	70%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 153,892 *	\$ 186,965	\$ (33,073)	121%	In progress
			4 - Media Planning & Outreach	\$ 72,988	\$ 68,763	\$ 4,226	94%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 268,520	\$ 232,085	\$ 36,435	86%	In progress
			Other Direct Costs	\$ 10,057 *	\$ 23,854	\$ (13,797)	237%	In progress
<b>Larsen Wurzel &amp; Associates, Inc.</b>	\$ 160,000	\$ 160,000						
			1 - Develop Draft Funding Policy and Terms	\$ 13,500	\$ 13,044	\$ 456	97%	Complete
			2 - Coordinate Review & Finalize Funding Policy and Terms	\$ 17,200 *	\$ 19,962	\$ (2,762)	116%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 98,800	\$ 16,734	\$ 82,066	17%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 3,631	\$ 6,869	35%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 10,374	\$ 9,626	52%	In progress

\* Rebalancing of task being conducted.