



Topic: **Authority Board Agenda Item 4-1** **2018 March 19**

Subject: **Financial Report**

Requested Action:

Review and accept the Sites Project Authority Financial Report as presented in Attachment 4-1.

Detailed Description/Background:

Attachment 4-1 incorporates financial information through February 28, 2018.

Prior Authority Board Action:

None.

Fiscal Impact/Funding Source:

None.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-1: February Financial Report

SITES JOINT POWERS AUTHORITY
 TREASURER'S REPORT
 February 28, 2018

Checking Account-U.S. Bank

Beginning Balance 02/01/2018 \$ 7,437,031.66

RECEIVED:

Membership Revenue	\$	-	
Reservoir Revenue	\$	-	
Earned Interest	\$	-	
TOTAL RECEIVED			\$ -

DISBURSED:

Accounting Fees	\$	(4,079.44)	
Administrative Support	\$	(1,888.90)	
Office Expense	\$	(1,685.00)	
Computer Service	\$	(467.60)	
General Manager	\$	(36,239.07)	
Program Ops Manager	\$	(28,634.85)	
Bus/Comm Manager	\$	(18,395.65)	
Professional Fees-Enviro & Proj Operations	\$	(351,890.49)	
Professional Fees-EPP	\$	(59,808.76)	
Professional Fees-Engineering & Technical	\$	(42,500.99)	
Professional Fees-Cost Modeling	\$	(2,265.05)	
Professional Fees-Legal Proj Operations	\$	(5,625.00)	
Professional Fees-Outreach	\$	(23,991.62)	
Professional Fees-Legal Service	\$	(17,046.75)	
TOTAL DISBURSED			\$ (594,519.17)

Ending Balance 02/28/2018 \$ 6,842,512.49

TOTAL CASH ON HAND February 28, 2018 \$ 6,842,512.49

Sites Project Joint Powers Authority Transactions by Account

As of February 28, 2018

Cash Basis

Type	Date	Num	Name	Debit	Credit	Balance
US Bank Checking						7,437,031.66
Bill Pmt -Check	02/09/2018	1461	Adept Solutions Inc		467.60	7,436,564.06
Bill Pmt -Check	02/09/2018	1462	AECOM Technical Services, Inc.		42,500.99	7,394,063.07
Bill Pmt -Check	02/09/2018	1463	CH2M		351,890.49	7,042,172.58
Bill Pmt -Check	02/09/2018	1464	Gerald E Johns		5,625.00	7,036,547.58
Bill Pmt -Check	02/09/2018	1465	ICF Jones & Stokes Inc		59,808.76	6,976,738.82
Bill Pmt -Check	02/09/2018	1466	J.C. Watson, Inc		36,239.07	6,940,499.75
Bill Pmt -Check	02/09/2018	1467	JB Comm, Inc.		23,991.62	6,916,508.13
Bill Pmt -Check	02/09/2018	1468	KCoe Isom, LLP		4,079.44	6,912,428.69
Bill Pmt -Check	02/09/2018	1469	Larsen Wurzel & Associates, Inc		2,265.05	6,910,163.64
Bill Pmt -Check	02/09/2018	1470	M.R. Cleaning Services		200.00	6,909,963.64
Bill Pmt -Check	02/09/2018	1471	Maximun Pest Control		65.00	6,909,898.64
Bill Pmt -Check	02/09/2018	1472	Mt Shasta Spring Water		19.30	6,909,879.34
Bill Pmt -Check	02/09/2018	1473	Rush Personnel Services, Inc		1,888.90	6,907,990.44
Bill Pmt -Check	02/09/2018	1474	Spesert Consulting		18,395.65	6,889,594.79
Bill Pmt -Check	02/09/2018	1475	Trapasso Consulting Services		28,634.85	6,860,959.94
Bill Pmt -Check	02/09/2018	1476	US Bank C/C		1,400.70	6,859,559.24
Bill Pmt -Check	02/09/2018	1477	Young Wooldridge LLP		17,046.75	6,842,512.49
Total US Bank Checking				0.00	594,519.17	6,842,512.49
TOTAL				0.00	594,519.17	6,842,512.49

Sites Project Joint Powers Authority
Balance Sheet
As of February 28, 2018

	Feb 28, 18
ASSETS	
Current Assets	
Checking/Savings	
US Bank Checking	6,842,512.49
Total Checking/Savings	6,842,512.49
Accounts Receivable	
Accounts Rec Members	
Membership - Authority	18,145.08
Membership - Reservoir	30,800.00
Total Accounts Rec Members	48,945.08
Total Accounts Receivable	48,945.08
Other Current Assets	
Prepaid Expenses	1,637.24
Total Other Current Assets	1,637.24
Total Current Assets	6,893,094.81
Fixed Assets	
Equip Computers / Printers	3,916.81
Furniture and Fixtures	21,042.45
Total Fixed Assets	24,959.26
TOTAL ASSETS	6,918,054.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	397,870.38
Total Accounts Payable	397,870.38
Total Current Liabilities	397,870.38
Total Liabilities	397,870.38
Equity	
Net Assets	1,916,216.58
Retained Earnings	5,597,918.90
Net Income	-993,951.79
Total Equity	6,520,183.69
TOTAL LIABILITIES & EQUITY	6,918,054.07

Sites Project Joint Powers Authority
A/R Aging Summary
As of February 28, 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
LaGrande Water	0.00	0.00	0.00	0.00	35,945.08	35,945.08
Yolo County Flood Control	0.00	0.00	0.00	0.00	13,000.00	13,000.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>48,945.08</u>	<u>48,945.08</u>

Sites Project Joint Powers Authority
A/P Aging Summary
As of February 28, 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Adept Solutions Inc	721.36	0.00	0.00	0.00	0.00	721.36
AECOM Technical Services, Inc.	54,497.99	0.00	0.00	0.00	0.00	54,497.99
CH2M	148,343.86	0.00	0.00	0.00	0.00	148,343.86
Family Water Alliance, Inc	6,000.00	0.00	0.00	0.00	0.00	6,000.00
Gerald E Johns	8,625.00	0.00	0.00	0.00	0.00	8,625.00
ICF Jones & Stokes Inc	55,241.71	0.00	0.00	0.00	0.00	55,241.71
J.C. Watson, Inc	35,474.10	0.00	0.00	0.00	0.00	35,474.10
JB Comm, Inc.	29,811.42	0.00	0.00	0.00	0.00	29,811.42
KCoe Isom, LLP	1,985.00	0.00	0.00	0.00	0.00	1,985.00
Larsen Wurzel & Associates, Inc	3,656.25	0.00	0.00	0.00	0.00	3,656.25
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
Rush Personnel Services, Inc	1,002.57	0.00	0.00	0.00	0.00	1,002.57
Spesert Consulting	16,974.46	0.00	0.00	0.00	0.00	16,974.46
Trapasso Consulting Services	28,293.25	0.00	0.00	0.00	0.00	28,293.25
US Bank C/C	434.16	0.00	0.00	0.00	0.00	434.16
Young Wooldridge LLP	6,544.25	0.00	0.00	0.00	0.00	6,544.25
TOTAL	397,870.38	0.00	0.00	0.00	0.00	397,870.38

Sites Project Joint Powers Authority
Profit & Loss
February 2018

	Feb 18	Jan - Feb 18
Ordinary Income/Expense		
Expense		
Accounting Expense	1,985.00	6,064.44
Admin Support Gen Manager	1,002.57	4,417.12
Bank Service Fees	0.00	20.00
General Manager Services	35,474.10	105,591.84
Total General Manager	35,474.10	105,591.84
Legal Services		
General Counsel	6,544.25	34,936.05
Water Rights	8,625.00	8,625.00
Total Legal Services	15,169.25	43,561.05
Office Expenses		
Cleaning	200.00	400.00
Misc Office & Operating Exp	434.16	1,854.16
Pest Control & Maintenance	65.00	130.00
Total Office Expenses	699.16	2,384.16
Professional Fees		
Project Operations	0.00	5,625.00
Environmental/Project Operation	148,343.86	383,883.74
Bus/Comm Manager	16,974.46	52,381.35
Program Ops Manager	28,293.25	85,424.44
Cost Development Model	3,656.25	5,921.30
Cultural Study	6,000.00	6,000.00
Engineering & Technical Service	54,497.99	96,998.98
EPP Manager & Biological Serv	55,241.71	115,050.47
Public Outreach & Engagement	29,811.42	78,971.34
Total Professional Fees	342,818.94	830,256.62
Website, Data, Computer Support	721.36	1,656.56
Total Expense	397,870.38	993,951.79
Net Ordinary Income	-397,870.38	-993,951.79
Net Income	-397,870.38	-993,951.79

**Sites Project Joint Powers Authority
Transaction Detail By Account
February 2018**

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Accounting Expense								
Bill	02/28/2018	KC006153	KCoe Isom, LLP	2/18	Authority	397.00		-397.00
Bill	02/28/2018	KC006153	KCoe Isom, LLP	2/18	Reservior	1,588.00		-1,985.00
Total Accounting Expense						1,985.00	0.00	-1,985.00
Admin Support Gen Manager								
Bill	02/28/2018	116,821 117...	Rush Personnel Services, ...	2/18	Authority	802.06		-802.06
Bill	02/28/2018	116,821 117...	Rush Personnel Services, ...	2/18	Reservior	200.51		-1,002.57
Total Admin Support Gen Manager						1,002.57	0.00	-1,002.57
General Manager Services								
Bill	02/28/2018	SPA-031	J.C. Watson, Inc		Authority	8,237.20		-8,237.20
Bill	02/28/2018	SPA-031	J.C. Watson, Inc		Reservior	27,236.90		-35,474.10
Total Services						35,474.10	0.00	-35,474.10
Total General Manager						35,474.10	0.00	-35,474.10
Legal Services								
General Counsel								
Bill	02/28/2018	letter	Young Wooldridge LLP	2/18	Authority	5,050.25		-5,050.25
Bill	02/28/2018	letter	Young Wooldridge LLP	2/18	Reservior	1,494.00		-6,544.25
Total General Counsel						6,544.25	0.00	-6,544.25
Water Rights								
Bill	02/28/2018	letter	Gerald E Johns	2/18	Reservior	8,625.00		-8,625.00
Total Water Rights						8,625.00	0.00	-8,625.00
Total Legal Services						15,169.25	0.00	-15,169.25
Office Expenses								
Cleaning								
Bill	02/28/2018	056	M.R. Cleaning Services	2/18	Authority	200.00		-200.00
Total Cleaning						200.00	0.00	-200.00
Misc Office & Operating Exp								
Bill	02/28/2018	online rev	US Bank C/C	2/18	Authority	434.16		-434.16
Total Misc Office & Operating Exp						434.16	0.00	-434.16
Pest Control & Maintenance								
Bill	02/28/2018	45980	Maximun Pest Control	2/18	Authority	65.00		-65.00
Total Pest Control & Maintenance						65.00	0.00	-65.00
Total Office Expenses						699.16	0.00	-699.16
Professional Fees								
Environmental/Project Operation								
Bill	02/28/2018	381136583	CH2M	2/18	Reservior	148,343.86		-148,343.86
Total Environmental/Project Operation						148,343.86	0.00	-148,343.86
Bus/Comm Manager								
Bill	02/28/2018	03/18	Spesert Consulting	2/18	Reservior	16,974.46		-16,974.46
Total Bus/Comm Manager						16,974.46	0.00	-16,974.46
Program Ops Manager								
Bill	02/28/2018	SP17-06	Trapasso Consulting Servi...	2/18	Reservior	28,293.25		-28,293.25
Total Program Ops Manager						28,293.25	0.00	-28,293.25
Cost Development Model								
Bill	02/09/2018	1609000-0118	Larsen Wurzel & Associat...	1/18	Reservior	3,656.25		-3,656.25
Total Cost Development Model						3,656.25	0.00	-3,656.25
Cultural Study								
Bill	02/28/2018	1514	Family Water Alliance, Inc	1/18 & 2/18	Authority	6,000.00		-6,000.00
Total Cultural Study						6,000.00	0.00	-6,000.00
Engineering & Technical Service								
Bill	02/14/2018	2000020789	AECOM Technical Service...	1/18	Reservior	54,497.99		-54,497.99
Total Engineering & Technical Service						54,497.99	0.00	-54,497.99
EPP Manager & Biological Serv								
Bill	02/28/2018	0128451	ICF Jones & Stokes Inc	1/18	Reservior	55,241.71		-55,241.71
Total EPP Manager & Biological Serv						55,241.71	0.00	-55,241.71
Public Outreach & Engagement								
Bill	02/28/2018	0218	JB Comm, Inc.	2/18	Authority	22,501.42		-22,501.42
Bill	02/28/2018	0218	JB Comm, Inc.	2/18	Reservior	7,310.00		-29,811.42
Total Public Outreach & Engagement						29,811.42	0.00	-29,811.42
Total Professional Fees						342,818.94	0.00	-342,818.94

**Sites Project Joint Powers Authority
Transaction Detail By Account
February 2018**

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Website, Data, Computer Support								
Bill	02/28/2018	MSP-133622...	Adept Solutions Inc	2/18	Authority	144.27		-144.27
Bill	02/28/2018	MSP-133622...	Adept Solutions Inc	2/18	Reservior	577.09		-721.36
Total Website, Data, Computer Support						721.36	0.00	-721.36
TOTAL						397,870.38	0.00	-397,870.38

Sites Project Joint Powers Authority
Balance Sheet by Class
As of February 28, 2018

	Authority	Reservoir	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
US Bank Checking	83,993.13	6,758,519.36	6,842,512.49
Total Checking/Savings	83,993.13	6,758,519.36	6,842,512.49
Accounts Receivable			
Accounts Rec Members			
Membership - Authority	87,145.08	-69,000.00	18,145.08
Membership - Reservoir	-1,293.77	32,093.77	30,800.00
Total Accounts Rec Members	85,851.31	-36,906.23	48,945.08
Total Accounts Receivable	85,851.31	-36,906.23	48,945.08
Other Current Assets			
Prepaid Expenses	1,637.24	0.00	1,637.24
Total Other Current Assets	1,637.24	0.00	1,637.24
Total Current Assets	171,481.68	6,721,613.13	6,893,094.81
Fixed Assets			
Equip Computers / Printers	3,916.81	0.00	3,916.81
Furniture and Fixtures	21,042.45	0.00	21,042.45
Total Fixed Assets	24,959.26	0.00	24,959.26
TOTAL ASSETS	196,440.94	6,721,613.13	6,918,054.07
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	43,464.07	354,406.31	397,870.38
Total Accounts Payable	43,464.07	354,406.31	397,870.38
Total Current Liabilities	43,464.07	354,406.31	397,870.38
Total Liabilities	43,464.07	354,406.31	397,870.38
Equity			
Net Assets	101,307.93	1,814,908.65	1,916,216.58
Retained Earnings	165,334.61	5,432,584.29	5,597,918.90
Net Income	-113,665.67	-880,286.12	-993,951.79
Total Equity	152,976.87	6,367,206.82	6,520,183.69
TOTAL LIABILITIES & EQUITY	196,440.94	6,721,613.13	6,918,054.07

FOR MANAGEMENT PURPOSES ONLY

Sites Project Joint Powers Authority
Profit & Loss by Class
February 2018

	Authority	Reservior	TOTAL
Ordinary Income/Expense			
Expense			
Accounting Expense	397.00	1,588.00	1,985.00
Admin Support Gen Manager	802.06	200.51	1,002.57
General Manager Services	8,237.20	27,236.90	35,474.10
Total General Manager	8,237.20	27,236.90	35,474.10
Legal Services			
General Counsel	5,050.25	1,494.00	6,544.25
Water Rights	0.00	8,625.00	8,625.00
Total Legal Services	5,050.25	10,119.00	15,169.25
Office Expenses			
Cleaning	200.00	0.00	200.00
Misc Office & Operating Exp	434.16	0.00	434.16
Pest Control & Maintenance	65.00	0.00	65.00
Total Office Expenses	699.16	0.00	699.16
Professional Fees			
Environmental/Project Operation	0.00	148,343.86	148,343.86
Bus/Comm Manager	0.00	16,974.46	16,974.46
Program Ops Manager	0.00	28,293.25	28,293.25
Cost Development Model	0.00	3,656.25	3,656.25
Cultural Study	6,000.00	0.00	6,000.00
Engineering & Technical Service	0.00	54,497.99	54,497.99
EPP Manager & Biological Serv	0.00	55,241.71	55,241.71
Public Outreach & Engagement	22,501.42	7,310.00	29,811.42
Total Professional Fees	28,501.42	314,317.52	342,818.94
Website, Data, Computer Support	144.27	577.09	721.36
Total Expense	43,831.36	354,039.02	397,870.38
Net Ordinary Income	-43,831.36	-354,039.02	-397,870.38
Net Income	-43,831.36	-354,039.02	-397,870.38

Sites Project Joint Powers Authority
Profit & Loss by Class
January through February 2018

	Authority	Reservior	TOTAL
Ordinary Income/Expense			
Expense			
Accounting Expense	4,476.44	1,588.00	6,064.44
Admin Support Gen Manager	3,533.70	883.42	4,417.12
Bank Service Fees	0.00	20.00	20.00
General Manager Services	22,865.23	82,726.61	105,591.84
Total General Manager	22,865.23	82,726.61	105,591.84
Legal Services			
General Counsel	20,492.00	14,444.05	34,936.05
Water Rights	0.00	8,625.00	8,625.00
Total Legal Services	20,492.00	23,069.05	43,561.05
Office Expenses			
Cleaning	400.00	0.00	400.00
Misc Office & Operating Exp	1,854.16	0.00	1,854.16
Pest Control & Maintenance	130.00	0.00	130.00
Total Office Expenses	2,384.16	0.00	2,384.16
Professional Fees			
Project Operations	0.00	5,625.00	5,625.00
Environmental/Project Operation	0.00	383,883.74	383,883.74
Bus/Comm Manager	0.00	52,381.35	52,381.35
Program Ops Manager	0.00	85,424.44	85,424.44
Cost Development Model	0.00	5,921.30	5,921.30
Cultural Study	6,000.00	0.00	6,000.00
Engineering & Technical Service	0.00	96,998.98	96,998.98
EPP Manager & Biological Serv	0.00	115,050.47	115,050.47
Public Outreach & Engagement	52,834.67	26,136.67	78,971.34
Total Professional Fees	58,834.67	771,421.95	830,256.62
Website, Data, Computer Support	1,079.47	577.09	1,656.56
Total Expense	113,665.67	880,286.12	993,951.79
Net Ordinary Income	-113,665.67	-880,286.12	-993,951.79
Net Income	-113,665.67	-880,286.12	-993,951.79