



Topic: **Authority Board Agenda Item 4-1**

2018 Feb 26

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 January 31, 2018.

Prior Authority Board Action:

None.

Fiscal Impact/Funding Source:

None.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-1: January Financial Report

SITES JOINT POWERS AUTHORITY
TREASURER'S REPORT
January 31, 2018

Checking Account-U.S. Bank

Beginning Balance 01/01/2018 \$ 7,627,134.46

RECEIVED:

Membership Revenue	\$ -	
Reservoir Revenue	\$ 111,399.75	
Earned Interest	\$ -	
TOTAL RECEIVED	<u>\$ -</u>	\$ 111,399.75

DISBURSED:

Accounting Fees	\$ (2,287.50)	
Administrative Support	\$ (1,525.65)	
Computer Service	\$ (467.60)	
Advertising	\$ (600.00)	
General Manager	\$ (33,878.67)	
Bus/Comm Manager	\$ (17,011.24)	
Programs Op Manager	\$ (28,496.34)	
Office Expenses	\$ (693.45)	
Professional Fees-Cultural Study	\$ (5,500.00)	
Professional Fees-EPP	\$ (55,434.25)	
Professional Fees-Engineering & Technical	\$ (58,974.68)	
Professional Fees-Public Outreach	\$ (70,910.87)	
Professional Fees-Financial Modeling	\$ (12,482.25)	
Professional Fees-Legal Service	\$ (13,220.05)	
Bank Service Fees	\$ (20.00)	
TOTAL DISBURSED	<u>\$ (301,502.55)</u>	\$ (301,502.55)

Ending Balance 01/31/2018 \$ 7,437,031.66

TOTAL CASH ON HAND January 31, 2018 \$ 7,437,031.66

**Sites Project Joint Powers Authority
Transactions by Account
As of January 31, 2018**

Cash Basis

Type	Date	Num	Name	Memo	Debit	Credit	Balance
							7,627,134.46
US Bank Checking							
Bill Pmt -Check	01/10/2018	1443	ACWA	153213		600.00	7,626,534.46
Bill Pmt -Check	01/10/2018	1444	Adept Solutions Inc			467.60	7,626,066.86
Bill Pmt -Check	01/10/2018	1445	AECOM Technical Servi...			57,781.68	7,568,285.18
Bill Pmt -Check	01/10/2018	1446	Family Water Alliance, Inc			5,500.00	7,562,785.18
Bill Pmt -Check	01/10/2018	1447	Gerald E Johns			1,875.00	7,560,910.18
Bill Pmt -Check	01/10/2018	1448	ICF Jones & Stokes Inc			55,434.25	7,505,475.93
Bill Pmt -Check	01/10/2018	1449	J.C. Watson, Inc			33,878.67	7,471,597.26
Bill Pmt -Check	01/10/2018	1450	JB Comm, Inc.			70,910.87	7,400,686.39
Bill Pmt -Check	01/10/2018	1451	KCoe Isom, LLP			2,287.50	7,398,398.89
Bill Pmt -Check	01/10/2018	1452	Larsen Wurzel & Associ...			12,482.25	7,385,916.64
Bill Pmt -Check	01/10/2018	1453	M.R. Cleaning Services			200.00	7,385,716.64
Bill Pmt -Check	01/10/2018	1454	Maximun Pest Control			65.00	7,385,651.64
Bill Pmt -Check	01/10/2018	1455	MBK Engineers Inc			1,193.00	7,384,458.64
Bill Pmt -Check	01/10/2018	1456	Rush Personnel Service...	L4H		1,525.65	7,382,932.99
Bill Pmt -Check	01/10/2018	1457	Spesert Consulting			17,011.24	7,365,921.75
Bill Pmt -Check	01/10/2018	1458	Trapasso Consulting Ser...			28,496.34	7,337,425.41
Bill Pmt -Check	01/10/2018	1459	US Bank			428.45	7,336,996.96
Bill Pmt -Check	01/10/2018	1460	Young Wooldridge LLP			11,345.05	7,325,651.91
Check	01/16/2018		US Bank			20.00	7,325,631.91
Deposit	01/25/2018			City of Am...	79,820.00		7,405,451.91
Deposit	01/25/2018			Antelope-E...	31,579.75		7,437,031.66
Total US Bank Checking					111,399.75	301,502.55	7,437,031.66
TOTAL					111,399.75	301,502.55	7,437,031.66

Sites Project Joint Powers Authority
Balance Sheet
As of January 31, 2018

	Jan 31, 18
ASSETS	
Current Assets	
Checking/Savings	
US Bank Checking	7,437,031.66
Total Checking/Savings	7,437,031.66
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	7,487,613.98
Fixed Assets	
Equip Computers / Printers	3,916.81
Furniture and Fixtures	34,294.05
Total Fixed Assets	38,210.86
TOTAL ASSETS	7,525,824.84
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	594,519.17
Total Accounts Payable	594,519.17
Total Current Liabilities	594,519.17
Total Liabilities	594,519.17
Equity	
Net Assets	1,916,216.58
Retained Earnings	5,611,170.50
Net Income	-596,081.41
Total Equity	6,931,305.67
TOTAL LIABILITIES & EQUITY	7,525,824.84

Sites Project Joint Powers Authority
A/R Aging Summary
As of January 31, 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 January 31, 2018

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adept Solutions Inc	467.60	0.00	0.00	0.00	0.00	467.60
AECOM Technical Services, Inc.	42,500.99	0.00	0.00	0.00	0.00	42,500.99
CH2M	235,539.88	0.00	116,350.61	0.00	0.00	351,890.49
Gerald E Johns	5,625.00	0.00	0.00	0.00	0.00	5,625.00
ICF Jones & Stokes Inc	59,808.76	0.00	0.00	0.00	0.00	59,808.76
J.C. Watson, Inc	36,239.07	0.00	0.00	0.00	0.00	36,239.07
JB Comm, Inc.	23,991.62	0.00	0.00	0.00	0.00	23,991.62
KCoe Isom, LLP	4,079.44	0.00	0.00	0.00	0.00	4,079.44
Larsen Wurzel & Associates, Inc	2,265.05	0.00	0.00	0.00	0.00	2,265.05
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
Mt Shasta Spring Water	19.30	0.00	0.00	0.00	0.00	19.30
Rush Personnel Services, Inc	1,888.90	0.00	0.00	0.00	0.00	1,888.90
Spesert Consulting	18,395.65	0.00	0.00	0.00	0.00	18,395.65
Trapasso Consulting Services	28,634.85	0.00	0.00	0.00	0.00	28,634.85
US Bank C/C	1,400.70	0.00	0.00	0.00	0.00	1,400.70
Young Wooldridge LLP	17,046.75	0.00	0.00	0.00	0.00	17,046.75
TOTAL	478,168.56	0.00	116,350.61	0.00	0.00	594,519.17

Sites Project Joint Powers Authority
Profit & Loss
January 2018

	Jan 18
Ordinary Income/Expense	
Expense	
Accounting Expense	4,079.44
Admin Support Gen Manager	3,414.55
Bank Service Fees	20.00
General Manager Services	70,117.74
Total General Manager	70,117.74
Legal Services	
General Counsel	28,391.80
Total Legal Services	28,391.80
Office Expenses	
Cleaning	200.00
Misc Office & Operating Exp	1,420.00
Pest Control & Maintenance	65.00
Total Office Expenses	1,685.00
Professional Fees	
Project Operations	5,625.00
Environmental/Project Operation	235,539.88
Bus/Comm Manager	35,406.89
Program Ops Manager	57,131.19
Cost Development Model	2,265.05
Engineering & Technical Service	42,500.99
EPP Manager & Biological Serv	59,808.76
Public Outreach & Engagement	49,159.92
Total Professional Fees	487,437.68
Website, Data, Computer Support	935.20
Total Expense	596,081.41
Net Ordinary Income	-596,081.41
Net Income	-596,081.41

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

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Accounting Expense								
Bill	01/31/2018	KC003498	KCoe Isom, LLP	1/18	Authority	4,079.44		-4,079.44
Total Accounting Expense						4,079.44	0.00	-4,079.44
Admin Support Gen Manager								
Bill	01/02/2018	FWE 12/9-1...	Rush Personnel Services, ...		Authority	1,220.52		-1,220.52
Bill	01/02/2018	FWE 12/9-1...	Rush Personnel Services, ...		Reservior	305.13		-1,525.65
Bill	01/31/2018	1/16-2/1	Rush Personnel Services, ...	1/18	Authority	1,511.12		-3,036.77
Bill	01/31/2018	1/16-2/1	Rush Personnel Services, ...	1/18	Reservior	377.78		-3,414.55
Total Admin Support Gen Manager						3,414.55	0.00	-3,414.55
Bank Service Fees								
Check	01/16/2018		US Bank	wire transfer fees	Reservior	20.00		-20.00
Total Bank Service Fees						20.00	0.00	-20.00
General Manager Services								
Bill	01/01/2018	SPA-029	J.C. Watson, Inc		Authority	7,356.87		-7,356.87
Bill	01/01/2018	SPA-029	J.C. Watson, Inc		Reservior	26,521.80		-33,878.67
Bill	01/31/2018	SPA-030	J.C. Watson, Inc	1/18	Authority	7,271.16		-41,149.83
Bill	01/31/2018	SPA-030	J.C. Watson, Inc	1/18	Reservior	28,967.91		-70,117.74
Total Services						70,117.74	0.00	-70,117.74
Total General Manager						70,117.74	0.00	-70,117.74
Legal Services								
General Counsel								
Bill	01/03/2018	December	Young Wooldridge LLP		Authority	3,801.00		-3,801.00
Bill	01/03/2018	December	Young Wooldridge LLP		Reservior	7,544.05		-11,345.05
Bill	01/31/2018	Letter	Young Wooldridge LLP	1/18	Authority	11,640.75		-22,985.80
Bill	01/31/2018	Letter	Young Wooldridge LLP	1/18	Reservior	5,406.00		-28,391.80
Total General Counsel						28,391.80	0.00	-28,391.80
Total Legal Services						28,391.80	0.00	-28,391.80
Office Expenses								
Cleaning								
Bill	01/29/2018	053	M.R. Cleaning Services	1/18	Authority	200.00		-200.00
Total Cleaning						200.00	0.00	-200.00
Misc Office & Operating Exp								
Bill	01/19/2018	460421	Mt Shasta Spring Water	1/18	Authority	19.30		-19.30
Bill	01/31/2018	Online/6296	US Bank C/C		Authority	1,400.70		-1,420.00
Total Misc Office & Operating Exp						1,420.00	0.00	-1,420.00
Pest Control & Maintenance								
Bill	01/29/2018	45795	Maximun Pest Control	1/18	Authority	65.00		-65.00
Total Pest Control & Maintenance						65.00	0.00	-65.00
Total Office Expenses						1,685.00	0.00	-1,685.00
Professional Fees								
Project Operations								
Bill	01/31/2018	Letter	Gerald E Johns	1/18	Reservior	5,625.00		-5,625.00
Total Project Operations						5,625.00	0.00	-5,625.00
Environmental/Project Operation								
Bill	01/24/2018	381132366	CH2M	12/17	Reservior	119,734.69		-119,734.69
Bill	01/31/2018	381133365	CH2M	1/18	Reservior	115,805.19		-235,539.88
Total Environmental/Project Operation						235,539.88	0.00	-235,539.88
Bus/Comm Manager								
Bill	01/02/2018	01-18	Spesert Consulting		Reservior	17,011.24		-17,011.24
Bill	01/31/2018	02-18	Spesert Consulting	1/18	Reservior	18,395.65		-35,406.89
Total Bus/Comm Manager						35,406.89	0.00	-35,406.89
Program Ops Manager								
Bill	01/01/2018	SP17-04	Trapasso Consulting Servi...		Reservior	28,496.34		-28,496.34
Bill	01/31/2018	SP17-05	Trapasso Consulting Servi...	1/18	Reservior	28,634.85		-57,131.19
Total Program Ops Manager						57,131.19	0.00	-57,131.19
Cost Development Model								
Bill	01/12/2018	1609000-1217	Larsen Wurzel & Associat...	12/17	Reservior	2,265.05		-2,265.05
Total Cost Development Model						2,265.05	0.00	-2,265.05
Engineering & Technical Service								
Bill	01/18/2018	2000008617	AECOM Technical Service...	12/17	Reservior	42,500.99		-42,500.99
Total Engineering & Technical Service						42,500.99	0.00	-42,500.99
EPP Manager & Biological Serv								
Bill	01/31/2018	0127864	ICF Jones & Stokes Inc	12/17	Reservior	59,808.76		-59,808.76

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

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Total EPP Manager & Biological Serv						59,808.76	0.00	-59,808.76
Public Outreach & Engagement								
Bill	01/02/2018	1217	JB Comm, Inc.		Authority	14,345.93		-14,345.93
Bill	01/02/2018	1217	JB Comm, Inc.		Reservior	10,822.37		-25,168.30
Bill	01/31/2018	0118	JB Comm, Inc.	1/18	Authority	15,987.32		-41,155.62
Bill	01/31/2018	0118	JB Comm, Inc.	1/18	Reservior	8,004.30		-49,159.92
Total Public Outreach & Engagement						49,159.92	0.00	-49,159.92
Total Professional Fees						487,437.68	0.00	-487,437.68
Website, Data, Computer Support								
Bill	01/01/2018	MSP-133313	Adept Solutions Inc		Authority	467.60		-467.60
Bill	01/31/2018	MSP-133445	Adept Solutions Inc	1/18	Authority	467.60		-935.20
Total Website, Data, Computer Support						935.20	0.00	-935.20
TOTAL						596,081.41	0.00	-596,081.41

Sites Project Joint Powers Authority
Balance Sheet by Class
As of January 31, 2018

	Authority	Reservior	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
US Bank Checking	126,635.52	7,310,396.14	7,437,031.66
Total Checking/Savings	126,635.52	7,310,396.14	7,437,031.66
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	214,124.07	7,273,489.91	7,487,613.98
Fixed Assets			
Equip Computers / Printers	3,916.81	0.00	3,916.81
Furniture and Fixtures	34,294.05	0.00	34,294.05
Total Fixed Assets	38,210.86	0.00	38,210.86
TOTAL ASSETS	252,334.93	7,273,489.91	7,525,824.84
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	42,275.10	552,244.07	594,519.17
Total Accounts Payable	42,275.10	552,244.07	594,519.17
Total Current Liabilities	42,275.10	552,244.07	594,519.17
Total Liabilities	42,275.10	552,244.07	594,519.17
Equity			
Net Assets	101,307.93	1,814,908.65	1,916,216.58
Retained Earnings	178,586.21	5,432,584.29	5,611,170.50
Net Income	-69,834.31	-526,247.10	-596,081.41
Total Equity	210,059.83	6,721,245.84	6,931,305.67
TOTAL LIABILITIES & EQUITY	252,334.93	7,273,489.91	7,525,824.84

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

	Authority	Reservior	TOTAL
Ordinary Income/Expense			
Expense			
Accounting Expense	4,079.44	0.00	4,079.44
Admin Support Gen Manager	2,731.64	682.91	3,414.55
Bank Service Fees	0.00	20.00	20.00
General Manager Services	14,628.03	55,489.71	70,117.74
Total General Manager	14,628.03	55,489.71	70,117.74
Legal Services			
General Counsel	15,441.75	12,950.05	28,391.80
Total Legal Services	15,441.75	12,950.05	28,391.80
Office Expenses			
Cleaning	200.00	0.00	200.00
Misc Office & Operating Exp	1,420.00	0.00	1,420.00
Pest Control & Maintenance	65.00	0.00	65.00
Total Office Expenses	1,685.00	0.00	1,685.00
Professional Fees			
Project Operations	0.00	5,625.00	5,625.00
Environmental/Project Operation	0.00	235,539.88	235,539.88
Bus/Comm Manager	0.00	35,406.89	35,406.89
Program Ops Manager	0.00	57,131.19	57,131.19
Cost Development Model	0.00	2,265.05	2,265.05
Engineering & Technical Service	0.00	42,500.99	42,500.99
EPP Manager & Biological Serv	0.00	59,808.76	59,808.76
Public Outreach & Engagement	30,333.25	18,826.67	49,159.92
Total Professional Fees	30,333.25	457,104.43	487,437.68
Website, Data, Computer Support	935.20	0.00	935.20
Total Expense	69,834.31	526,247.10	596,081.41
Net Ordinary Income	-69,834.31	-526,247.10	-596,081.41
Net Income	-69,834.31	-526,247.10	-596,081.41