



Topic: **Reservoir Committee Agenda Item 3-1** **2018 May 18**

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

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**Requested Action:**

Consider accepting the March 2018 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 April 30, 2018 and invoices received by the Sites Project Authority through May 7, 2018.

**Prior Reservoir Committee Action:**

None.

**Fiscal Impact/Funding Source:**

Total Payment of Claims is \$406,569.88 with \$40,494.14 of costs being assigned to the Authority and \$366,075.74 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment 3-1A: April 2018 Financial Report and Payment of Claims

Attachment 3-1B: April 2018 Monthly Invoice Summary and Cost Allocation

Attachment 3-1C: Consultant Budget Review by Task



**Sites Project Joint Powers Authority  
Transactions by Account  
As of April 30, 2018**

Cash Basis

Type	Date	Num	Name	Debit	Credit	Balance
<b>US Bank Checking</b>						6,444,642.11
Deposit	04/13/2018			60,000.00		6,504,642.11
Bill Pmt -Check	04/16/2018	1495	Adept Solutions Inc		203.82	6,504,438.29
Bill Pmt -Check	04/16/2018	1496	AECOM Technical Services, Inc.		133,028.62	6,371,409.67
Bill Pmt -Check	04/16/2018	1497	CH2M		79,289.28	6,292,120.39
Bill Pmt -Check	04/16/2018	1498	Gerald E Johns		4,500.00	6,287,620.39
Bill Pmt -Check	04/16/2018	1499	J.C. Watson, Inc		34,498.74	6,253,121.65
Bill Pmt -Check	04/16/2018	1500	JB Comm, Inc.		31,761.10	6,221,360.55
Bill Pmt -Check	04/16/2018	1501	KCoe Isom, LLP		2,996.33	6,218,364.22
Bill Pmt -Check	04/16/2018	1502	Larsen Wurzel & Associates, Inc		4,711.10	6,213,653.12
Bill Pmt -Check	04/16/2018	1503	M.R. Cleaning Services		200.00	6,213,453.12
Bill Pmt -Check	04/16/2018	1504	Mt Shasta Spring Water		33.45	6,213,419.67
Bill Pmt -Check	04/16/2018	1505	Perkins Coie LLP		5,048.10	6,208,371.57
Bill Pmt -Check	04/16/2018	1506	Rush Personnel Services, Inc		1,731.62	6,206,639.95
Bill Pmt -Check	04/16/2018	1507	Spesert Consulting		17,124.29	6,189,515.66
Bill Pmt -Check	04/16/2018	1508	Trapasso Consulting Services		28,752.44	6,160,763.22
Bill Pmt -Check	04/16/2018	1509	US Bank C/C		815.01	6,159,948.21
Bill Pmt -Check	04/16/2018	1510	Young Wooldridge LLP		14,144.30	6,145,803.91
Deposit	04/24/2018			60,000.00		6,205,803.91
Total US Bank Checking				120,000.00	358,838.20	6,205,803.91
<b>TOTAL</b>				<b>120,000.00</b>	<b>358,838.20</b>	<b>6,205,803.91</b>

**Sites Project Joint Powers Authority**  
**Balance Sheet**  
As of April 30, 2018

	Apr 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
US Bank Checking	6,205,803.91
<b>Total Checking/Savings</b>	6,205,803.91
<b>Accounts Receivable</b>	
Accounts Rec Members	
Membership - Authority	558,145.08
Membership - Reservoir	30,800.00
<b>Total Accounts Rec Members</b>	588,945.08
<b>Total Accounts Receivable</b>	588,945.08
<b>Other Current Assets</b>	
Prepaid Expenses	1,637.24
Undeposited Funds	120,000.00
<b>Total Other Current Assets</b>	121,637.24
<b>Total Current Assets</b>	6,916,386.23
<b>Fixed Assets</b>	
Equip Computers / Printers	3,916.81
Furniture and Fixtures	21,042.45
<b>Total Fixed Assets</b>	24,959.26
<b>TOTAL ASSETS</b>	6,941,345.49
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	406,569.88
<b>Total Accounts Payable</b>	406,569.88
<b>Total Current Liabilities</b>	406,569.88
<b>Total Liabilities</b>	406,569.88
<b>Equity</b>	
Net Assets	1,916,216.58
Retained Earnings	5,597,918.90
Net Income	-979,359.87
<b>Total Equity</b>	6,534,775.61
<b>TOTAL LIABILITIES &amp; EQUITY</b>	6,941,345.49

**Sites Project Joint Powers Authority  
A/R Aging Summary  
As of April 30, 2018**

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Roseville	0.00	30,000.00	0.00	0.00	0.00	30,000.00
City of Sacramento Dept. of Utilities	0.00	30,000.00	0.00	0.00	0.00	30,000.00
Colusa County Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
County of Glenn	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Glenn Colusa Irrigation District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
LaGrande Water	0.00	0.00	0.00	0.00	35,945.08	35,945.08
Maxwell Irrigation District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Placer County Water Agency	0.00	30,000.00	0.00	0.00	0.00	30,000.00
Proberta Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Sacramento County Water Agency	0.00	30,000.00	0.00	0.00	0.00	30,000.00
Tehama Colusa Canal Authority	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Westside Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Yolo County Flood Control	0.00	0.00	0.00	0.00	13,000.00	13,000.00
<b>TOTAL</b>	<b>0.00</b>	<b>540,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,945.08</b>	<b>588,945.08</b>

**Sites Project Joint Powers Authority**

**A/R Aging Summary**

As of May 14, 2018

*Current*

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of Sacramento Dept. of Utilities	0.00	30,000.00	0.00	0.00	0.00	30,000.00
Colusa County Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
County of Glenn	0.00	60,000.00	0.00	0.00	0.00	60,000.00
LaGrande Water	0.00	0.00	0.00	0.00	35,945.08	35,945.08
Maxwell Irrigation District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Proberta Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Sacramento County Water Agency	0.00	30,000.00	0.00	0.00	0.00	30,000.00
Tehama Colusa Canal Authority	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Westside Water District	0.00	60,000.00	0.00	0.00	0.00	60,000.00
Yolo County Flood Control	0.00	0.00	0.00	0.00	13,000.00	13,000.00
<b>TOTAL</b>	<b>0.00</b>	<b>420,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>48,945.08</b>	<b>468,945.08</b>

**Sites Project Joint Powers Authority**  
**A/P Aging Summary**  
As of April 30, 2018

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adept Solutions Inc	794.92	0.00	0.00	0.00	0.00	794.92
AECOM Technical Services, Inc.	0.00	96,871.45	0.00	0.00	0.00	96,871.45
Gerald E Johns	7,125.00	0.00	0.00	0.00	0.00	7,125.00
ICF Jones & Stokes Inc	71,432.15	87,843.83	0.00	0.00	0.00	159,275.98
J.C. Watson, Inc	34,618.24	0.00	0.00	0.00	0.00	34,618.24
JB Comm, Inc.	29,385.54	0.00	0.00	0.00	0.00	29,385.54
KCoe Isom, LLP	2,890.00	0.00	0.00	0.00	0.00	2,890.00
Larsen Wurzel & Associates, Inc	4,387.19	0.00	0.00	0.00	0.00	4,387.19
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 Inc	0.00	6,146.50	0.00	0.00	0.00	6,146.50
Montague DeRose and Associates, LLC	0.00	4,137.50	0.00	0.00	0.00	4,137.50
Mt Shasta Spring Water	43.10	0.00	0.00	0.00	0.00	43.10
Rush Personnel Services, Inc	3,057.60	0.00	0.00	0.00	0.00	3,057.60
Spesert Consulting	17,063.30	0.00	0.00	0.00	0.00	17,063.30
Trapasso Consulting Services	28,455.18	0.00	0.00	0.00	0.00	28,455.18
US Bank C/C	556.27	0.00	0.00	0.00	0.00	556.27
Young Wooldridge LLP	11,497.11	0.00	0.00	0.00	0.00	11,497.11
<b>TOTAL</b>	<b>211,570.60</b>	<b>194,999.28</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>406,569.88</b>

**Sites Project Joint Powers Authority**  
**Profit & Loss**  
**April 2018**

	Apr 18	Jan - Apr 18
<b>Income</b>		
<b>Membership Admin/Authority</b>	0.00	780,000.00
<b>Total Income</b>	0.00	780,000.00
<b>Gross Profit</b>	0.00	780,000.00
<b>Expense</b>		
<b>Accounting Expense</b>	2,890.00	11,950.77
<b>Admin Support Gen Manager</b>	3,057.60	9,206.34
<b>Bank Service Fees</b>	0.00	20.00
<b>General Manager Services</b>	34,618.24	174,708.82
<b>Total General Manager</b>	34,618.24	174,708.82
<b>Legal Services</b>		
<b>General Counsel</b>	11,497.11	60,577.46
<b>NEPA &amp; CEQA</b>	0.00	5,048.10
<b>Water Rights</b>	0.00	13,125.00
<b>Total Legal Services</b>	11,497.11	78,750.56
<b>Office Expenses</b>		
<b>Cleaning</b>	200.00	800.00
<b>Misc Office &amp; Operating Exp</b>	599.37	3,301.99
<b>Pest Control &amp; Maintenance</b>	65.00	195.00
<b>Total Office Expenses</b>	864.37	4,296.99
<b>Professional Fees</b>		
<b>Municipal Advisor</b>	4,137.50	4,137.50
<b>Project Operations</b>	7,125.00	12,750.00
<b>Environmental/Project Operation</b>	0.00	463,173.02
<b>Bus/Comm Manager</b>	17,063.30	86,568.94
<b>Program Ops Manager</b>	28,455.18	142,632.06
<b>Cost Development Model</b>	4,387.19	15,019.59
<b>Cultural Study</b>	0.00	6,000.00
<b>Engineering &amp; Technical Service</b>	103,017.95	333,045.55
<b>EPP Manager &amp; Biological Serv</b>	159,275.98	274,326.45
<b>Public Outreach &amp; Engagement</b>	29,385.54	140,117.98
<b>Total Professional Fees</b>	352,847.64	1,477,771.09
<b>Website, Data, Computer Support</b>	794.92	2,655.30
<b>Total Expense</b>	406,569.88	1,759,359.87
<b>Net Income</b>	<b>-406,569.88</b>	<b>-979,359.87</b>



# Sites Project Joint Powers Authority Transaction Detail By Account

April 2018

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
<b>Accounting Expense</b>								
Bill	04/30/2018	KC016646	KCoe Isom, LLP	04/18	Authority	578.00		-578.00
Bill	04/30/2018	KC016646	KCoe Isom, LLP		Reservoir	2,312.00		-2,890.00
Total Accounting Expense						2,890.00	0.00	-2,890.00
<b>Admin Support Gen Manager</b>								
Bill	04/23/2018	118,683	Rush Personnel Services, ...	04/18	Authority	611.52		-611.52
Bill	04/23/2018	118,683	Rush Personnel Services, ...		Reservoir	2,446.08		-3,057.60
Total Admin Support Gen Manager						3,057.60	0.00	-3,057.60
<b>General Manager Services</b>								
Bill	04/30/2018	SPA-033	J.C. Watson, Inc		Authority	7,750.31		-7,750.31
Bill	04/30/2018	SPA-033	J.C. Watson, Inc		Reservoir	26,867.93		-34,618.24
Total Services						34,618.24	0.00	-34,618.24
Total General Manager						34,618.24	0.00	-34,618.24
<b>Legal Services</b>								
<b>General Counsel</b>								
Bill	04/30/2018	44806	Young Wooldridge LLP		Authority	2,857.11		-2,857.11
Bill	04/30/2018	44806	Young Wooldridge LLP		Reservoir	8,640.00		-11,497.11
Total General Counsel						11,497.11	0.00	-11,497.11
Total Legal Services						11,497.11	0.00	-11,497.11
<b>Office Expenses</b>								
<b>Cleaning</b>								
Bill	04/30/2018	065	M.R. Cleaning Services	04/18	Authority	200.00		-200.00
Total Cleaning						200.00	0.00	-200.00
<b>Misc Office &amp; Operating Exp</b>								
Bill	04/16/2018	484490	Mt Shasta Spring Water	04/18	Authority	43.10		-43.10
Bill	04/30/2018		US Bank C/C	04/18	Authority	378.58		-421.68
Bill	04/30/2018		US Bank C/C		Reservoir	177.69		-599.37
Total Misc Office & Operating Exp						599.37	0.00	-599.37
<b>Pest Control &amp; Maintenance</b>								
Bill	04/27/2018	46322	Maximun Pest Control	04/18	Authority	65.00		-65.00
Total Pest Control & Maintenance						65.00	0.00	-65.00
Total Office Expenses						864.37	0.00	-864.37
<b>Professional Fees</b>								
<b>Municipal Advisor</b>								
Bill	04/19/2018	4398SITES	Montague DeRose and As...	03/18	Reservoir	4,137.50		-4,137.50
Total Municipal Advisor						4,137.50	0.00	-4,137.50
<b>Project Operations</b>								
Bill	04/30/2018		Gerald E Johns	04/18	Reservoir	7,125.00		-7,125.00
Total Project Operations						7,125.00	0.00	-7,125.00
<b>Bus/Comm Manager</b>								
Bill	04/30/2018	05-18	Spesert Consulting	04/18	Reservoir	17,063.30		-17,063.30
Total Bus/Comm Manager						17,063.30	0.00	-17,063.30
<b>Program Ops Manager</b>								
Bill	04/30/2018	SP17-08	Trapasso Consulting Servi...	04/18	Reservoir	28,455.18		-28,455.18
Total Program Ops Manager						28,455.18	0.00	-28,455.18
<b>Cost Development Model</b>								
Bill	04/04/2018	1609000-0318	Larsen Wurzel & Associat...	03/18	Reservoir	4,387.19		-4,387.19
Total Cost Development Model						4,387.19	0.00	-4,387.19
<b>Engineering &amp; Technical Service</b>								
Bill	04/17/2018	2000046581	AECOM Technical Service...	03/18	Reservoir	96,871.45		-96,871.45
Bill	04/17/2018	18-03-4941.0	MBK Engineers Inc	03/18	Reservoir	6,146.50		-103,017.95
Total Engineering & Technical Service						103,017.95	0.00	-103,017.95
<b>EPP Manager &amp; Biological Serv</b>								
Bill	04/09/2018	0129101	ICF Jones & Stokes Inc	02/18	Reservoir	87,843.83		-87,843.83
Bill	04/30/2018	0129747	ICF Jones & Stokes Inc	03/18	Reservoir	71,432.15		-159,275.98
Total EPP Manager & Biological Serv						159,275.98	0.00	-159,275.98
<b>Public Outreach &amp; Engagement</b>								
Bill	04/30/2018	0418	JB Comm, Inc.		Authority	27,851.54		-27,851.54
Bill	04/30/2018	0418	JB Comm, Inc.		Reservoir	1,534.00		-29,385.54
Total Public Outreach & Engagement						29,385.54	0.00	-29,385.54
Total Professional Fees						352,847.64	0.00	-352,847.64
<b>Website, Data, Computer Support</b>								

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

April 2018

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Bill	04/30/2018	MSP-133961	Adept Solutions Inc	04/18	Authority	158.98		-158.98
Bill	04/30/2018	MSP-133961	Adept Solutions Inc		Reservoir	635.94		-794.92
Total Website, Data, Computer Support						794.92	0.00	-794.92
<b>TOTAL</b>						<b>406,569.88</b>	<b>0.00</b>	<b>-406,569.88</b>

**Sites Project Joint Powers Authority**  
**Balance Sheet by Class**  
As of April 30, 2018

	Authority	Reservoir	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings			
US Bank Checking	122,452.90	6,083,351.01	6,205,803.91
<b>Total Checking/Savings</b>	<b>122,452.90</b>	<b>6,083,351.01</b>	<b>6,205,803.91</b>
<b>Accounts Receivable</b>			
Accounts Rec Members			
Membership - Authority	627,145.08	-69,000.00	558,145.08
Membership - Reservoir	-1,293.77	32,093.77	30,800.00
<b>Total Accounts Rec Members</b>	<b>625,851.31</b>	<b>-36,906.23</b>	<b>588,945.08</b>
<b>Total Accounts Receivable</b>	<b>625,851.31</b>	<b>-36,906.23</b>	<b>588,945.08</b>
<b>Other Current Assets</b>			
Prepaid Expenses	1,637.24	0.00	1,637.24
Undeposited Funds	120,000.00	0.00	120,000.00
<b>Total Other Current Assets</b>	<b>121,637.24</b>	<b>0.00</b>	<b>121,637.24</b>
<b>Total Current Assets</b>	<b>869,941.45</b>	<b>6,046,444.78</b>	<b>6,916,386.23</b>
<b>Fixed Assets</b>			
Equip Computers / Printers	3,916.81	0.00	3,916.81
Furniture and Fixtures	21,042.45	0.00	21,042.45
<b>Total Fixed Assets</b>	<b>24,959.26</b>	<b>0.00</b>	<b>24,959.26</b>
<b>TOTAL ASSETS</b>	<b>894,900.71</b>	<b>6,046,444.78</b>	<b>6,941,345.49</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
Accounts Payable	40,494.14	366,075.74	406,569.88
<b>Total Accounts Payable</b>	<b>40,494.14</b>	<b>366,075.74</b>	<b>406,569.88</b>
<b>Total Current Liabilities</b>	<b>40,494.14</b>	<b>366,075.74</b>	<b>406,569.88</b>
<b>Total Liabilities</b>	<b>40,494.14</b>	<b>366,075.74</b>	<b>406,569.88</b>
<b>Equity</b>			
Net Assets	101,307.93	1,814,908.65	1,916,216.58
Retained Earnings	164,967.32	5,432,951.58	5,597,918.90
Net Income	588,131.32	-1,567,491.19	-979,359.87
<b>Total Equity</b>	<b>854,406.57</b>	<b>5,680,369.04</b>	<b>6,534,775.61</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>894,900.71</b>	<b>6,046,444.78</b>	<b>6,941,345.49</b>

**Sites Project Joint Powers Authority  
Profit & Loss by Class  
April 2018**

	Authority	Reservoir	TOTAL
<b>Expense</b>			
Accounting Expense	578.00	2,312.00	2,890.00
Admin Support Gen Manager	611.52	2,446.08	3,057.60
General Manager Services	7,750.31	26,867.93	34,618.24
<b>Total General Manager</b>	7,750.31	26,867.93	34,618.24
<b>Legal Services</b>			
General Counsel	2,857.11	8,640.00	11,497.11
<b>Total Legal Services</b>	2,857.11	8,640.00	11,497.11
<b>Office Expenses</b>			
Cleaning	200.00	0.00	200.00
Misc Office & Operating Exp	421.68	177.69	599.37
Pest Control & Maintenance	65.00	0.00	65.00
<b>Total Office Expenses</b>	686.68	177.69	864.37
<b>Professional Fees</b>			
Municipal Advisor	0.00	4,137.50	4,137.50
Project Operations	0.00	7,125.00	7,125.00
Bus/Comm Manager	0.00	17,063.30	17,063.30
Program Ops Manager	0.00	28,455.18	28,455.18
Cost Development Model	0.00	4,387.19	4,387.19
Engineering & Technical Service	0.00	103,017.95	103,017.95
EPP Manager & Biological Serv	0.00	159,275.98	159,275.98
Public Outreach & Engagement	27,851.54	1,534.00	29,385.54
<b>Total Professional Fees</b>	27,851.54	324,996.10	352,847.64
<b>Website, Data, Computer Support</b>	158.98	635.94	794.92
<b>Total Expense</b>	40,494.14	366,075.74	406,569.88
<b>Net Income</b>	<b>-40,494.14</b>	<b>-366,075.74</b>	<b>-406,569.88</b>

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

	Authority	Reservoir	TOTAL
<b>Income</b>			
Membership Admin/Authority	780,000.00	0.00	780,000.00
<b>Total Income</b>	780,000.00	0.00	780,000.00
<b>Gross Profit</b>	780,000.00	0.00	780,000.00
<b>Expense</b>			
Accounting Expense	5,653.71	6,297.06	11,950.77
Admin Support Gen Manager	4,491.54	4,714.80	9,206.34
Bank Service Fees	0.00	20.00	20.00
General Manager Services	38,015.08	136,693.74	174,708.82
<b>Total General Manager</b>	38,015.08	136,693.74	174,708.82
<b>Legal Services</b>			
General Counsel	25,664.41	34,913.05	60,577.46
NEPA & CEQA	0.00	5,048.10	5,048.10
Water Rights	0.00	13,125.00	13,125.00
<b>Total Legal Services</b>	25,664.41	53,086.15	78,750.56
<b>Office Expenses</b>			
Cleaning	800.00	0.00	800.00
Misc Office & Operating Exp	3,124.30	177.69	3,301.99
Pest Control & Maintenance	195.00	0.00	195.00
<b>Total Office Expenses</b>	4,119.30	177.69	4,296.99
<b>Professional Fees</b>			
Municipal Advisor	0.00	4,137.50	4,137.50
Project Operations	0.00	12,750.00	12,750.00
Environmental/Project Operation	0.00	463,173.02	463,173.02
Bus/Comm Manager	0.00	86,568.94	86,568.94
Program Ops Manager	0.00	142,632.06	142,632.06
Cost Development Model	0.00	15,019.59	15,019.59
Cultural Study	6,000.00	0.00	6,000.00
Engineering & Technical Service	0.00	333,045.55	333,045.55
EPP Manager & Biological Serv	0.00	274,326.45	274,326.45
Public Outreach & Engagement	106,645.43	33,472.55	140,117.98
<b>Total Professional Fees</b>	112,645.43	1,365,125.66	1,477,771.09
<b>Website, Data, Computer Support</b>	1,279.21	1,376.09	2,655.30
<b>Total Expense</b>	191,868.68	1,567,491.19	1,759,359.87
<b>Net Income</b>	<b>588,131.32</b>	<b>-1,567,491.19</b>	<b>-979,359.87</b>

**WARRANTS DRAWN AGAINST  
Sites Project Authority  
May 21, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1511	05/14/2018	Adept Solutions	IT Support	794.92
1512	05/14/2018	AECOM, Inc.	Professional Services	96,871.45
1513	05/14/2018	Gerald E Johns	Professional Services- Water Rights	7,125.00
1514	05/14/2018	ICF Jones & Stokes, Inc.	Professional Services	159,275.98
1515	05/14/2018	J.C Watson, Inc.	Manager	34,618.24
1516	05/14/2018	JB Comm, Inc.	Professional Services	29,385.54
1517	05/14/2018	K-Coe-Isom	Accounting	2,890.00
1518	05/14/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	4,387.19
1519	05/14/2018	M.R. Cleaning Services	Janitorial	200.00
1520	05/14/2018	Maximum Pest Control	Pest Control	65.00
1521	05/14/2018	MBK Engineers Inc	Professional Services	6,146.50
1522	05/14/2018	Montague DeRose & Associates LLC	Professional Services	4,137.50
1523	05/14/2018	Mt. Shasta Spring Water	Office Expense	43.10
1524	05/14/2018	Rush Personnel Services	Administration	3,057.60
1525	05/14/2018	Spesert Consulting	Professional Services	17,063.30
1526	05/14/2018	Trapasso Consulting	Professional Services	28,455.18
1527	05/14/2018	US Bank CC	Office Expense	556.27
1528	05/14/2018	Young Wooldrige LLP	Legal Council	11,497.11
			<b>Total Amount</b>	<b>406,569.88</b>

THE FOREGOING CLAIM, NUMBERED 1511-1528, 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
Sacramento County Water Agency/City of Sacramento	



Topic: **Program Operations – Finance**

**May 13, 2018**

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

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

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

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	<b>Adept Solutions</b> <i>IT &amp; Related Services</i>	133893	3/18			
		3/31/18				
		MSP-133961	4/18	\$794.92	\$158.98	\$635.94
		5/01/18				
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000046581	3/18			
		4/17/18		\$96,871.45	-	\$96,871.45
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/Project Operations</i>	None submitted	-	-	-	-
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	None submitted	-	-	-	-
RDT	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter	4/18			
JCW		5/01/18		\$7,125.00	-	\$7,125.00
JCW	<b>ICF Jones and Stokes, Inc.</b> <i>EPP Manager &amp; Biological Services</i>	0129101	2/18	\$87,843.83	-	\$87,843.83
		4/09/18				
		0129747	3/18	\$71,432.15	-	\$71,432.15
		5/04/18				
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	0418	4/18			
		5/07/18		\$29,385.54	\$27,851.54	\$1,534.00
JRT	<b>JCW Inc</b> <i>GM Services</i>	SPA-033	4/18			
		5/01/18		\$34,618.24	\$7,750.31	\$26,867.93

Status: **Final**  
 Purpose: **Consultant/vendor invoice table for May 2018 financials**  
 Caveat:  
 Notes:

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

Phase: **1** Version: **0**  
 Date: **5/13/18**  
 Ref/File #: **10.755**  
 Page: **1** of **2**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JAT	<b>K·Coe Isom, LLP</b> <i>Accounting</i>	KC016646 4/30/18	4/18	\$2,890.00	\$578.00	\$2,312.00
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-0318 4/04/18	3/18	\$4,387.19	-	\$4,387.19
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	46322 4/27/18	4/18	\$65.00	\$65.00	-
JCW	<b>MBK Engineers</b> <i>Eng/Tech Svcs &amp; Project Operations</i>	18-03-4941.0 4/17/18	3/18	\$6,146.50	-	\$6,146.50
JCW	<b>Montague DeRose &amp; Associates, LLC</b> <i>Municipal Advisor</i>	4398SITES 4/19/18	3/18	\$4,137.50	-	\$4,137.50
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	065 4/30/18	4/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	484490 4/16/18	4/18	\$43.10	\$43.10	-
JCW	<b>Perkins Coie, LLP</b> <i>Special Legal</i>	None submitted	-	-	-	-
KMS	<b>RUSH Personal – 10/14</b> <i>Kim Davis/Yolanda Tirado Services</i>	118,310 4/10/18 118,311 4/10/18 118,682 4/23/18 118,683 4/23/18	4/18	\$3,057.60	\$611.52	\$2,446.08
JCW	<b>Spesert Consulting</b> <i>Bus/Comm Manager</i>	05-18 5/07/18	4/18	\$17,063.30	-	\$17,063.30
JCW	<b>Trapasso Consulting Services</b> <i>Pgm Ops Manager</i>	SP17-08 5/01/18	4/18	\$28,455.18	-	\$28,455.18
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online Review 5/01/18	4/18	\$556.27	\$378.58	\$177.69
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	44806,44808 44810,44811 44812 5/03/18		\$11,497.11	\$2,857.11	\$8,640.00
<b>TOTAL</b>				<b>\$406,569.88</b>	<b>\$40,494.14</b>	<b>\$366,075.74</b>



# 2018 May 18 Reservoir Committee - Attachment Agenda Item 3-1



**MAY CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
5/11/2018**

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>	\$ 2,300,000	\$ 2,102,277						
			1-7, 9-11, 13-15	\$ 888,964	\$ 890,151	\$ (1,187)	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 706,479	\$ 706,202	\$ 277	100%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ 8,359	\$ 10,391	45%	Pending
			16 - Meeting Minutes	\$ 22,440	\$ 13,363	\$ 9,077	60%	In progress
			17 - Delevan Enlargement	\$ 67,000	\$ 64,238	\$ 2,762	96%	Complete
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 27,000	\$ 24,413	\$ 2,587	90%	In progress
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ 413	\$ 19,587	2%	Pending
			22 - Repayment Analysis	\$ 50,000	\$ 49,997	\$ 3	100%	In progress
			23 - Risk Assessment	\$ 150,000	\$ 136,865	\$ 13,135	91%	In progress
			24 - Program Ops Support	\$ 25,000	\$ 2,767	\$ 22,233	11%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ 61,361	\$ 37,439	62%	In progress
				<b>\$ 2,102,277</b>	<b>\$ 1,986,753</b>	<b>\$ 115,524</b>	<b>95%</b>	
<b>CH2M Hill</b>	\$ 5,606,161	\$ 5,606,161						
			TO 01	\$ 1,369,028	\$ 1,369,028	\$ (0)	100%	Complete
			TO 02/Tasks 1, 6.3, 7 and 9	\$ 1,834,060	\$ 1,834,060	\$ 0	100%	Complete
			TO 02/Task 6.4 - CEQA Lead Agency Coordination Support (completion of the final draft EIR/EIS)	\$ 95,452	\$ 58,463	\$ 36,989	61%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 130,000	\$ 44,238	\$ 85,762	34%	In progress
			TO 02/Task 13 - Permits & Environmental Compliance	\$ 206,888	\$ 158,452	\$ 48,436	77%	In progress
			TO 03/Tasks 1-6 and 8	\$ 1,066,528	\$ 1,066,528	\$ 0	100%	Complete
			TO 03/Task 7 - CWC Resp/Technical Support	\$ 170,000	\$ 176,922	\$ (6,922)	104%	In progress
			TO 04/Task 1 - Sites Project and CA WaterFix Integrated Results Update	\$ 117,290	\$ 117,290	\$ (0)	100%	Complete
			TO 04/Task 2A - Historical Hydrographs, and Fisheries Needs and Potential Sites Projects Diversion Criteria	\$ 66,487	\$ 56,487	\$ 10,000	85%	In progress
			TO 04/Task 3A - Identification if Side-channel/Floodplain Areas and Flows for Habitat	\$ 104,440	\$ 94,440	\$ 10,000	90%	In progress
			TO 04/Task 4 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 306,759	\$ 245,624	\$ 61,135	80%	In progress
			TO 04/Task 5 - Support of EIR Supplemental Information Document	\$ 67,640	\$ 43,041	\$ 24,599	64%	In progress
			TO 04/Task 6 - Technical Engineering Support	\$ 12,796	\$ 2,796	\$ 10,000	22%	In progress
			TO 04/Task 7 - Enviro Ops Plan/Monthly Cashflow Analysis	\$ 58,793	\$ 9,486	\$ 49,307	16%	In progress
				<b>\$ 5,606,161</b>	<b>\$ 5,276,855</b>	<b>\$ 329,307</b>	<b>94%</b>	

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						
			1 - NEPA / CEQA Compliance	\$ 372,317	\$ 372,317	\$ -	100%	Complete
			2 - WSIP Applications Support	\$ 47,029	\$ 47,029	\$ -	100%	Complete
			3 - Permit Planning	\$ 80,654	\$ 80,654	\$ -	100%	Complete
			4 - Preparation of the EIR/S	\$ 147,174	\$ 91,119	\$ 56,055	62%	In progress
			5 - Preparation of the WSIP Application	\$ 112,990	\$ 97,881	\$ 15,109	87%	In progress
			6 - Preparation of the Application Permits	\$ 85,364	\$ 32,773	\$ 52,591	38%	In progress
			7 - Support Authority Board	\$ 245,512	\$ 102,973	\$ 142,539	42%	In progress
				<b>\$ 1,091,040</b>	<b>\$ 824,748</b>	<b>\$ 266,292</b>	<b>76%</b>	
<b>JB Comm</b>	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 40,475	\$ 12,125	77%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 44,325	\$ 11,200	80%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 216,992	\$ 9,000	96%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 84,625	\$ 22,663	79%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 291,970	\$ 58,250	83%	In progress
			Other Direct Costs	\$ 37,357	\$ 31,424	\$ 5,933	84%	In progress
				<b>\$ 828,982</b>	<b>\$ 709,810</b>	<b>\$ 119,172</b>	<b>86%</b>	
<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	\$ 23,200	\$ 19,962	\$ 3,238	86%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 92,800	\$ 24,820	\$ 67,980	27%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 8,300	\$ 2,200	79%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 12,639	\$ 7,361	63%	In progress
				<b>\$ 160,000</b>	<b>\$ 78,764</b>	<b>\$ 81,236</b>	<b>49%</b>	
<b>Montague DeRose &amp; Associates, LLC</b>	\$ 75,000	\$ 75,000						
			Municipal Advisory Services	\$ 75,000	\$ 4,138	\$ 70,863	6%	In progress
				<b>\$ 75,000</b>	<b>\$ 4,138</b>	<b>\$ 70,863</b>	<b>6%</b>	