



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

2018 Dec 17

Subject: **Treasurer's Report**

Requested Action:

Review and consider accepting the Sites Project Authority Treasurer's Report as presented in Attachment 4-1A.

Detailed Description/Background:

Attachment 4-1A incorporates financial information through November 30, 2018.

Prior Authority Board Action:

None.

Fiscal Impact/Funding Source:

None.

Staff Contact:

Joe Trapasso

Attachments:

Attachment A: November 2018 Treasurer's Report

SITES JOINT POWERS AUTHORITY
TREASURER'S REPORT
November 30, 2018

Checking Account-U.S. Bank

Beginning Balance	11/01/2018		\$	179,742.12
RECEIVED:				
Membership Revenue		\$	30,000.00	
Reservoir Revenue		\$	-	
TOTAL RECEIVED			\$	30,000.00
DISBURSED:				
Accounting Fees		\$	(2,890.40)	
Administrative Support		\$	(6,769.35)	
Computer Service		\$	(1,402.88)	
General Manager		\$	(34,867.57)	
Business/Comm Manager		\$	(17,046.51)	
Program Op Manager		\$	(28,366.23)	
Office Expenses		\$	(797.12)	
Professional Fees-Municipal Advisor		\$	(39,781.25)	
Professional Fees - Project Operations		\$	(6,250.00)	
Professional Fees-Env Mgr/Permit Manager		\$	(37,787.10)	
Professional Fees-Outreach		\$	(19,394.54)	
Professional Fees-Environmental		\$	(75,764.23)	
Professional Fees-Engineering & Technical		\$	(8,340.17)	
Professional Fees-Financial Modeling		\$	(4,017.02)	
Professional Fees-Legal Services		\$	(11,593.83)	
TOTAL DISBURSED			\$	(295,068.20)
<i>Transferred from Savings Account</i>			\$	320,000.00
Checking Account Ending Balance	11/30/2018		\$	234,673.92

Savings Account-U.S. Bank

Beginning Balance	11/01/2018		\$	4,040,692.51
Interest Earned		\$	166.05	
Transfers from Checking				
Transfers to Checking		\$	(320,000.00)	
Savings Account Ending Balance	11/30/2018		\$	3,720,858.56

TOTAL CASH ON HAND	November 30, 2018		\$	3,955,532.48
---------------------------	--------------------------	--	-----------	---------------------

**Sites Project Joint Powers Authority
Transactions by Account**

As of November 30, 2018

Type	Date	Num	Name	Memo	Debit	Credit	Balance
US Bank Savings Account							4,040,692.51
Deposit	11/16/2018			Transfer funds to Checking		320,000.00	3,720,692.51
Deposit	11/30/2018			Interest earned	166.05		3,720,858.56
Total US Bank Savings Account					166.05	320,000.00	3,720,858.56
US Bank Checking							179,742.12
Deposit	11/08/2018			Sac Co Water Agency	30,000.00		209,742.12
Bill Pmt -Check	11/13/2018	1630	Adept Solutions Inc			1,402.88	208,339.24
Bill Pmt -Check	11/13/2018	1631	AECOM Technical ...			8,340.17	199,999.07
Bill Pmt -Check	11/13/2018	1632	CH2M Hill Enginee...			75,764.23	124,234.84
Bill Pmt -Check	11/13/2018	1633	Gerald E Johns			6,250.00	117,984.84
Bill Pmt -Check	11/13/2018	1634	J.C. Watson, Inc			34,867.57	83,117.27
Bill Pmt -Check	11/13/2018	1635	JB Comm, Inc.			19,394.54	63,722.73
Bill Pmt -Check	11/13/2018	1636	KCoe Isom, LLP			2,890.40	60,832.33
Bill Pmt -Check	11/13/2018	1637	Larsen Wurzel & A...			4,017.02	56,815.31
Bill Pmt -Check	11/13/2018	1638	M.R. Cleaning Serv...			200.00	56,615.31
Bill Pmt -Check	11/13/2018	1639	Maximun Pest Con...			65.00	56,550.31
Bill Pmt -Check	11/13/2018	1640	Montague DeRose ...			39,781.25	16,769.06
Bill Pmt -Check	11/13/2018	1641	RDJT Associates Inc			37,787.10	-21,018.04
Bill Pmt -Check	11/13/2018	1642	Recology Butte Col...			69.26	-21,087.30
Bill Pmt -Check	11/13/2018	1643	Rush Personnel Se...			6,769.35	-27,856.65
Bill Pmt -Check	11/13/2018	1644	Spesert Consulting			17,046.51	-44,903.16
Bill Pmt -Check	11/13/2018	1645	Stradling Yocca Ca...	VOID:	0.00		-44,903.16
Bill Pmt -Check	11/13/2018	1646	Trapasso Consultin...			28,366.23	-73,269.39
Bill Pmt -Check	11/13/2018	1647	US Bank C/C			462.86	-73,732.25
Bill Pmt -Check	11/13/2018	1648	Young Wooldridge ...			11,593.83	-85,326.08
Deposit	11/16/2018			Transfer from Savings	320,000.00		234,673.92
Total US Bank Checking					350,000.00	295,068.20	234,673.92
TOTAL					350,166.05	615,068.20	3,955,532.48

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

	Nov 30, 18
ASSETS	
Current Assets	
Checking/Savings	
US Bank Savings Account	3,720,858.56
US Bank Checking	234,673.92
Total Checking/Savings	3,955,532.48
Accounts Receivable	
Accounts Rec Members	
Membership - Authority	21,323.17
Membership - Reservoir	21,560.00
Total Accounts Rec Members	42,883.17
Total Accounts Receivable	42,883.17
Other Current Assets	
Prepaid Expenses	1,637.24
Total Other Current Assets	1,637.24
Total Current Assets	4,000,052.89
TOTAL ASSETS	4,000,052.89
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	380,334.85
Total Accounts Payable	380,334.85
Total Current Liabilities	380,334.85
Long Term Liabilities	
Deferred Revenue	
Prepaid Membership Accounts	29,995.00
Total Deferred Revenue	29,995.00
Total Long Term Liabilities	29,995.00
Total Liabilities	410,329.85
Equity	
Net Assets	1,929,216.58
Retained Earnings	5,219,750.55
Net Income	-3,559,244.09
Total Equity	3,589,723.04
TOTAL LIABILITIES & EQUITY	4,000,052.89

Sites Project Joint Powers Authority
A/R Aging Summary
As of November 30, 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	25,161.56	25,161.56
Proberta Water District	0.00	0.00	0.00	0.00	4,721.61	4,721.61
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>42,883.17</u>	<u>42,883.17</u>

Sites Project Joint Powers Authority

A/R Aging Summary

As of December 11, 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	25,161.56	25,161.56
Proberta Water District	0.00	0.00	0.00	0.00	3,167.90	3,167.90
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>41,329.46</u>	<u>41,329.46</u>

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

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Adept Solutions Inc	613.20	0.00	0.00	0.00	0.00	613.20
AECOM Technical Services, Inc.	0.00	3,592.52	0.00	0.00	0.00	3,592.52
CH2M Hill Engineers, Inc	119,037.61	0.00	0.00	0.00	0.00	119,037.61
Family Water Alliance, Inc	3,000.00	0.00	0.00	0.00	0.00	3,000.00
Gerald E Johns	7,875.00	0.00	0.00	0.00	0.00	7,875.00
ICF Jones & Stokes Inc	0.00	27,772.00	0.00	0.00	0.00	27,772.00
J.C. Watson, Inc	36,310.86	0.00	0.00	0.00	0.00	36,310.86
JB Comm, Inc.	12,707.36	0.00	0.00	0.00	0.00	12,707.36
KCoe Isom, LLP	1,498.00	0.00	0.00	0.00	0.00	1,498.00
Larsen Wurzel & Associates, Inc	3,906.77	0.00	0.00	0.00	0.00	3,906.77
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
Montague DeRose and Associates, LLC	21,662.50	0.00	0.00	0.00	0.00	21,662.50
Mt Shasta Spring Water	37.02	0.00	0.00	0.00	0.00	37.02
RDJT Associates Inc	39,829.05	0.00	0.00	0.00	0.00	39,829.05
Rush Personnel Services, Inc	4,696.65	0.00	0.00	0.00	0.00	4,696.65
Spesert Consulting	17,266.27	0.00	0.00	0.00	0.00	17,266.27
Stradling Yocca Carlson & Rauth, Inc	44,162.78	0.00	0.00	0.00	0.00	44,162.78
Trapasso Consulting Services	28,708.04	0.00	0.00	0.00	0.00	28,708.04
US Bank C/C	1,555.79	0.00	0.00	0.00	0.00	1,555.79
Young Wooldridge LLP	5,838.43	0.00	0.00	0.00	0.00	5,838.43
TOTAL	<u>348,970.33</u>	<u>31,364.52</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>380,334.85</u>

Sites Project Joint Powers Authority
Profit & Loss
November 2018

	Nov 18	Jan - Nov 18
Ordinary Income/Expense		
Income		
Interest Income	166.05	1,032.49
Membership Admin/Authority	0.00	696,437.50
Total Income	166.05	697,469.99
Gross Profit	166.05	697,469.99
Expense		
Insurance - Property	0.00	207.00
Accounting Expense	1,498.00	30,441.88
Admin Support Gen Manager	4,696.65	48,301.00
Audit Fees	0.00	22,857.00
Bank Service Fees	0.00	45.00
Dues and Subscriptions	0.00	360.00
General Manager Services	36,310.86	384,114.82
Total General Manager	36,310.86	384,114.82
Insurance Liability	0.00	2,193.00
Legal Services		
General Counsel	5,838.43	129,280.18
NEPA & CEQA	0.00	12,313.80
Total Legal Services	5,838.43	141,593.98
Office Expenses		
Water Expense	37.02	204.07
Trash Service	0.00	131.59
Cleaning	200.00	2,200.00
Misc Office & Operating Exp	1,555.79	7,790.82
Pest Control & Maintenance	65.00	715.00
Supplies	0.00	114.97
Total Office Expenses	1,857.81	11,156.45
Professional Fees		
Project Advisor	0.00	450.00
Env Planning/Permits Manager	39,829.05	150,399.40
Bond Counsel	44,162.78	136,612.00
Financial Advisor	0.00	4,295.00
Municipal Advisor	21,662.50	454,827.60
Project Operations	7,875.00	51,625.00
Environmental/Project Operation	119,037.61	912,612.95
Bus/Comm Manager	17,266.27	190,120.00
Program Ops Manager	28,708.04	314,032.81
Cost Development Model	3,906.77	52,941.70
Cultural Study	3,000.00	18,000.00
Engineering & Technical Service	3,592.52	466,055.01
EPP Manager & Biological Serv	27,772.00	609,746.30
Public Outreach & Engagement	12,707.36	242,145.24
Total Professional Fees	329,519.90	3,603,863.01
Website, Data, Computer Support	613.20	11,580.94
Total Expense	380,334.85	4,256,714.08
Net Ordinary Income	-380,168.80	-3,559,244.09
Net Income	-380,168.80	-3,559,244.09

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

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Interest Income								
Deposit	11/30/2018		US Bank	rec int fme	Authority		14.94	14.94
Deposit	11/30/2018		US Bank	rec int fme	Reservoir		151.11	166.05
Total Interest Income						0.00	166.05	166.05
Accounting Expense								
Bill	11/30/2018	KC034619	KCoe Isom, LLP	11/18	Authority	299.60		-299.60
Bill	11/30/2018	KC034619	KCoe Isom, LLP	11/18	Reservoir	1,198.40		-1,498.00
Total Accounting Expense						1,498.00	0.00	-1,498.00
Admin Support Gen Manager								
Bill	11/30/2018	124,420-687	Rush Personnel Services, ...	11/18	Authority	939.33		-939.33
Bill	11/30/2018	124,420-687	Rush Personnel Services, ...	11/18	Reservoir	3,757.32		-4,696.65
Total Admin Support Gen Manager						4,696.65	0.00	-4,696.65
General Manager Services								
Bill	11/30/2018	SPA 040	J.C. Watson, Inc	11/18	Authority	9,301.76		-9,301.76
Bill	11/30/2018	SPA 040	J.C. Watson, Inc	11/18	Reservoir	27,009.10		-36,310.86
Total Services						36,310.86	0.00	-36,310.86
Total General Manager						36,310.86	0.00	-36,310.86
Legal Services								
General Counsel								
Bill	11/30/2018	11/30	Young Wooldridge LLP	11/18	Authority	1,650.75		-1,650.75
Bill	11/30/2018	11/30	Young Wooldridge LLP	11/18	Reservoir	4,187.68		-5,838.43
Total General Counsel						5,838.43	0.00	-5,838.43
Total Legal Services						5,838.43	0.00	-5,838.43
Office Expenses								
Water Expense								
Bill	11/30/2018	444342/450...	Mt Shasta Spring Water	11/18	Authority	37.02		-37.02
Total Water Expense						37.02	0.00	-37.02
Cleaning								
Bill	11/23/2018	1034	M.R. Cleaning Services	11/18	Authority	200.00		-200.00
Total Cleaning						200.00	0.00	-200.00
Misc Office & Operating Exp								
Bill	11/30/2018	11/30	US Bank C/C	11/18	Authority	160.93		-160.93
Bill	11/30/2018	11/30	US Bank C/C	11/18	Reservoir	1,394.86		-1,555.79
Total Misc Office & Operating Exp						1,555.79	0.00	-1,555.79
Pest Control & Maintenance								
Bill	11/26/2018	47668	Maximun Pest Control	11/18	Authority	65.00		-65.00
Total Pest Control & Maintenance						65.00	0.00	-65.00
Total Office Expenses						1,857.81	0.00	-1,857.81
Professional Fees								
Env Planning/Permits Manager								
Bill	11/30/2018	04-2018	RDJT Associates Inc	11/18	Reservoir	39,829.05		-39,829.05
Total Env Planning/Permits Manager						39,829.05	0.00	-39,829.05
Bond Counsel								
Bill	11/30/2018	10/11/18-11/...	Stradling Yocca Carlson &...	09/18	Reservoir	28,925.00		-28,925.00
Bill	11/30/2018	10/11/18-11/...	Stradling Yocca Carlson &...	10/18	Reservoir	6,743.73		-35,668.73
Bill	11/30/2018	10/11/18-11/...	Stradling Yocca Carlson &...	11/18	Reservoir	8,494.05		-44,162.78
Total Bond Counsel						44,162.78	0.00	-44,162.78
Municipal Advisor								
Bill	11/20/2018	4556SITES	Montague DeRose and As...	10/18	Reservoir	21,662.50		-21,662.50
Total Municipal Advisor						21,662.50	0.00	-21,662.50
Project Operations								
Bill	11/30/2018	12/03/18	Gerald E Johns	11/18	Reservoir	7,875.00		-7,875.00
Total Project Operations						7,875.00	0.00	-7,875.00
Environmental/Project Operation								
Bill	11/30/2018	668147CH0...	CH2M Hill Engineers, Inc	10/18	Reservoir	83,141.17		-83,141.17
Bill	11/30/2018	668147CH0...	CH2M Hill Engineers, Inc	11/18	Reservoir	35,896.44		-119,037.61
Total Environmental/Project Operation						119,037.61	0.00	-119,037.61
Bus/Comm Manager								
Bill	11/30/2018	12-18	Spesert Consulting	11/18	Reservoir	17,266.27		-17,266.27
Total Bus/Comm Manager						17,266.27	0.00	-17,266.27
Program Ops Manager								
Bill	11/30/2018	SP17-15	Trapasso Consulting Servi...	11/18	Reservoir	28,708.04		-28,708.04

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

Type	Date	Num	Name	Memo	Class	Debit	Credit	Balance
Total Program Ops Manager						28,708.04	0.00	-28,708.04
Cost Development Model								
Bill	11/20/2018	1609000-1018	Larsen Wurzel & Associat...	1018	Reservoir	3,906.77		-3,906.77
Total Cost Development Model						3,906.77	0.00	-3,906.77
Cultural Study								
Bill	11/06/2018	10	Family Water Alliance, Inc	06/1811/06	Authority	3,000.00		-3,000.00
Total Cultural Study						3,000.00	0.00	-3,000.00
Engineering & Technical Service								
Bill	11/13/2018	2000135814	AECOM Technical Service...	10/18	Reservoir	3,592.52		-3,592.52
Total Engineering & Technical Service						3,592.52	0.00	-3,592.52
EPP Manager & Biological Serv								
Bill	11/15/2018	0134383	ICF Jones & Stokes Inc	09/18 10/18	Reservoir	27,772.00		-27,772.00
Total EPP Manager & Biological Serv						27,772.00	0.00	-27,772.00
Public Outreach & Engagement								
Bill	11/30/2018	1118	JB Comm, Inc.	11/18	Authority	7,042.36		-7,042.36
Bill	11/30/2018	1118	JB Comm, Inc.	11/18	Reservoir	5,665.00		-12,707.36
Total Public Outreach & Engagement						12,707.36	0.00	-12,707.36
Total Professional Fees						329,519.90	0.00	-329,519.90
Website, Data, Computer Support								
Bill	11/30/2018	MSP-135443	Adept Solutions Inc	11/12	Authority	122.64		-122.64
Bill	11/30/2018	MSP-135443	Adept Solutions Inc	11/12	Reservoir	490.56		-613.20
Total Website, Data, Computer Support						613.20	0.00	-613.20
TOTAL						380,334.85	166.05	-380,168.80

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

	Authority	Reservoir	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
US Bank Savings Account	323,281.88	3,397,576.68	3,720,858.56
US Bank Checking	172,813.22	61,860.70	234,673.92
Total Checking/Savings	496,095.10	3,459,437.38	3,955,532.48
Accounts Receivable			
Accounts Rec Members			
Membership - Authority	90,323.17	-69,000.00	21,323.17
Membership - Reservoir	-70,293.77	91,853.77	21,560.00
Total Accounts Rec Members	20,029.40	22,853.77	42,883.17
Total Accounts Receivable	20,029.40	22,853.77	42,883.17
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	517,761.74	3,482,291.15	4,000,052.89
TOTAL ASSETS	517,761.74	3,482,291.15	4,000,052.89
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	22,819.39	357,515.46	380,334.85
Total Accounts Payable	22,819.39	357,515.46	380,334.85
Total Current Liabilities	22,819.39	357,515.46	380,334.85
Long Term Liabilities			
Deferred Revenue			
Prepaid Membership Accounts	29,995.00	0.00	29,995.00
Total Deferred Revenue	29,995.00	0.00	29,995.00
Total Long Term Liabilities	29,995.00	0.00	29,995.00
Total Liabilities	52,814.39	357,515.46	410,329.85
Equity			
Net Assets	114,307.93	1,814,908.65	1,929,216.58
Retained Earnings	63,737.26	5,156,013.29	5,219,750.55
Net Income	286,902.16	-3,846,146.25	-3,559,244.09
Total Equity	464,947.35	3,124,775.69	3,589,723.04
TOTAL LIABILITIES & EQUITY	517,761.74	3,482,291.15	4,000,052.89

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

	Authority	Reservoir	TOTAL
Ordinary Income/Expense			
Income			
Interest Income	14.94	151.11	166.05
Total Income	14.94	151.11	166.05
Gross Profit	14.94	151.11	166.05
Expense			
Accounting Expense	299.60	1,198.40	1,498.00
Admin Support Gen Manager General Manager Services	939.33	3,757.32	4,696.65
Total General Manager	9,301.76	27,009.10	36,310.86
Legal Services			
General Counsel	1,650.75	4,187.68	5,838.43
Total Legal Services	1,650.75	4,187.68	5,838.43
Office Expenses			
Water Expense	37.02	0.00	37.02
Cleaning	200.00	0.00	200.00
Misc Office & Operating Exp	160.93	1,394.86	1,555.79
Pest Control & Maintenance	65.00	0.00	65.00
Total Office Expenses	462.95	1,394.86	1,857.81
Professional Fees			
Env Planning/Permits Manager	0.00	39,829.05	39,829.05
Bond Counsel	0.00	44,162.78	44,162.78
Municipal Advisor	0.00	21,662.50	21,662.50
Project Operations	0.00	7,875.00	7,875.00
Environmental/Project Operation	0.00	119,037.61	119,037.61
Bus/Comm Manager	0.00	17,266.27	17,266.27
Program Ops Manager	0.00	28,708.04	28,708.04
Cost Development Model	0.00	3,906.77	3,906.77
Cultural Study	3,000.00	0.00	3,000.00
Engineering & Technical Service	0.00	3,592.52	3,592.52
EPP Manager & Biological Serv	0.00	27,772.00	27,772.00
Public Outreach & Engagement	7,042.36	5,665.00	12,707.36
Total Professional Fees	10,042.36	319,477.54	329,519.90
Website, Data, Computer Support	122.64	490.56	613.20
Total Expense	22,819.39	357,515.46	380,334.85
Net Ordinary Income	-22,804.45	-357,364.35	-380,168.80
Net Income	-22,804.45	-357,364.35	-380,168.80