

Terrebonne Domestic Water District

Agenda for Public Board Meeting

January 18th, 2022

Regular public board meetings of the Terrebonne Domestic Water District are held at 6:30 PM at the Terrebonne Fire Station on the second Tuesday of each month. Any additional meetings or changes to this schedule will be posted to the TDWD website and Facebook page. Any questions concerning meetings or schedules can be addressed at 1-541-548-2727.

Public Comments: Members of the public wishing to address the council are asked to fill out a form stating the subject and the members address. The speaker will be given 3 minutes to speak. Speakers will be asked to state their name and address at the beginning of their 3 minutes.

Minutes of Last Board Meeting: Secretary Jim Wilhelm will read minutes from last meeting.

Treasurer's Report: Treasurer will read treasurer's report.

Chairman's Report: Chairman Eric Fisher to report or comment as needed.

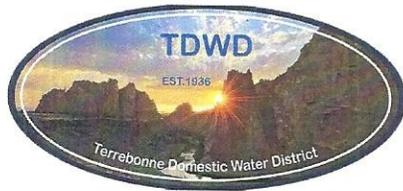
Water Manager's Report:

Business to be Discussed:

- 1- Empty board member seat.
- 2- LID Resolution
- 3- Employee Handbook
- 4- Employee Recruitment

Next Regular Board Meeting:

In accordance with Oregon Open Meeting laws, all meetings of the Terrebonne Domestic Water District, exempting some executive meetings, are open to the public. In addition to this all records of meetings and financial dealings are available for inspection. See Resolution 2014-01 for details.



Terrebonne Domestic Water District

Public Board Meeting

December 14th, 2021

Note: Due to the current state lock down this meeting was conducted via Zoom for all board members and the public.

The Regular Public Board Meeting was called to order at 6:30 pm on December 14th, with 4 directors present- Eric Fisher, Art Tassie, Jim Wilhem and Bob Nupert Also present was District Manager Dan Bruce.

Agenda: Eric presented the agenda to the board (see agenda).

Minutes: Minutes for the November regular public board meeting and minutes from the Public Hearing for the LID on November 30th were reviewed by the board. (see minutes and addendum). Jim noted that we did not get a good recording of the November hearing meeting as it was our first attempt at a recorded meeting. Dan will be upgrading our sound system as we will need it for future meetings. Jim made a motion that the board accept the minutes as presented, seconded by Bob. All in favor, motion passed.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Art made a motion that the board accept the financial report and the checks as presented, seconded by Bob. All in favor, motion passed.

Chairman's Report: Eric thanked the board for their support as we move through the LID project. He felt the public hearing went well and that we will move forward together,

District Manager's Report: Dan presented his report to the board. (see report) Dan noted that he has assurances from our account that we will have 3 of our outstanding audits by the end of January. The only audit that will be outstanding is the 2020-21 audit and Jim asked Dan to push the accounts to get it to us by the first of April. Jim noted that we will be working on our next budget at that time and it would help to have it on hand.

Business Discussed: Empty Board Seat: Eric noted that the individual the district had on line to fill the empty seat has withdrawn his name from consideration. We are still in need of one board member and Dan will make sure that posting is on our website. Bob sounded some

concern that a community member that lives outside the district's boundaries could be elected to the board. Dan noted that our bylaws state that all board members must have a residence inside the district boundaries. Jim noted that the only people that can vote in a district are those that live in the district. Businesses in the district are not considered to be a residence.

Set Future LID Meeting Date(s): January 7th was set as the date of the open Question and Answer meeting for the public concerning the wells in the district and the LID.

Discuss 90 Day Signup Period for Cost Sharing: There was much talk about extending the signup period. It was noted that this process was started over 4 months ago and the public has had more than enough time to prepare. Jim made a motion that the board extend the time to 120 day beginning on Jan. 7th, second by Art. All in favor motion passed.

Discuss Public Comment from LID Hearing: Dan noted that he had only heard from two families concerning the LID. The first one was from an owner of property that does not now have a home on it. This property owner was concerned that the project was taking so long and they wanted to build on their property. The other call was from an owner with a well and a home. This property owner felt we should be extenuating the positive aspects of getting district water to the area. This person did not like all the negatives they were hearing. Bob was concerned that the district has not had more feedback from the property owners. Dan reviewed our efforts to reach all effective property owners but he had no explanation as to why we have not heard from them. Jim voiced concern as to what we would do if after all our efforts we have not had a response from a property owner. Eric suggested that after 60 days of the 120 day sign up period, we may make an effort to contact those that have not responded. It was suggested that the district suggest a meeting with each property owner at the district off or their home to complete the signup process.

Customer Leak Letter to Board: Dan presented a letter to the board from a property owner that had received a large water bill.(see note) The customer stated that they had had a leak on their property and was seeking relief from \$393.93. It was noted that this customer had had a similar request about 8 years ago and that their normal bill for this period was about \$50. Jim made a motion that the board authorize that the customers bill be reduced to \$100 and that the remainder of the bill is forgiven, second by Bob. All in favor, motion passed.

Other Business Discussed: Call From the Press: Dan informed the district that he had received a call from Channel 21 News requesting a comment. When Dan returned the call he noted that they were looking for a comment about the proposed sewer system but by that time the story had already aired.

Christmas Bonus for District Staff: Art mentioned to the board that it was the time of the year when we often considered a bonus for the district staff. Suggestions for the size of the bonus ranged from \$200 to \$500 for each employee. Jim made a motion that the board authorized a bonus for each employee of \$400, second by Bob. Yea votes, Jim and Bob. Art abstained motion passed. Jim volunteered to arrange the bonus on behalf of the board.

Employee Handbook: It was agreed that the board would put off any discussions of this item until the January meeting.

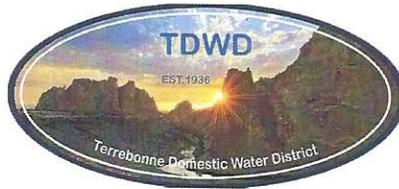
Question and Answer Meeting LID: (Change) January 6th, 2022 @ 6:00PM @ Terrebonne Grange.

Next Regular Board Meeting: January 11th, 2022 @ 6:30pm @ Terrebonne Fire Station or via Zoom if needed.

Meeting Adjourned: 7:43 pm

Submitted By: Jim Wilhelm

Recorded Action Points



Terrebonne Domestic Water District

Question and Answer Meeting Concerning Wells and 1st Street LID January 6th, 2022

This question and answer meeting was **called to order** at 6:18 pm on January 6th, with 3 directors present- Eric Fisher, Jim Wilhelm and Bob Nupert Also present was District Manager Dan Bruce and three members of the public.

Agenda: Eric welcomed everyone to the meeting and apologized for our late start.

Eric informed the attendees that the board had agreed to extend the enrollment time for the Cost Sharing Plan from 90 to 120 days. The 120 days will start today, Jan. 6th, and end on April 6th, 2022.

Eric noted that the final approval to move forward on the LID and well project would be voted on at the regular board meeting scheduled for Jan. 11th, 2022. This meeting can be attended via Zoom and the sign in will be available on TDWD web site and Facebook page.

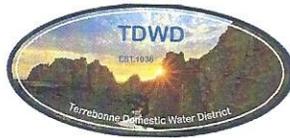
Question, Statements and Answers: The following questions and answers are a reconstruction of the questions, statements and answers presented at this meeting and may not be exact quotes. Every effort was made to present the questions and answers in a coherent fashion. (see addendum)

Next Regular Board Meeting: January 11th, 2022 @ 6:30pm @ Terrebonne Fire Station. As of January 1st, 2022 all board meetings will also be available on Zoom. Zoom log in can be found on TDWD web site.

Meeting Adjourned: 6:40 pm

Submitted By: Jim Wilhelm
Secretary TDWD

Recorded Action Points



Terrebonne Domestic Water District

Addendum to Question and Answer LID Meeting Minutes

January 6th, 2022

- Q. The notes from the last meeting mention someone that was charged \$600 for a water bill. Is this true and how can it happen?**
- A. Yes the district did have a customer with a \$600 bill for what looked like one month.
 - B. On further investigation we believe we were able to explain what transpired for the customer: This occurred during a time when the district was going through some major changes. The district manager had recently retired and the new manager had passed away shortly after that. We believe that the new manager, who was not well, was not reading all the meters in the district. When another new manager came to our district and read the meters correctly numerous customers had very large "catch-up" bills. The board at the time reviewed all affected bills and adjusted them to the satisfaction of the customers.
- Q. I understand that there is a property that the district is holding up a building permit on. Why not put them in with the others and let them build?**
- A. There is one property in the 1st street area that does not now have a well and would like to build on their property. At this time the district is not allowing a building permit to be issued.
 - B. We have been in contact with this customer and have offered them a solution to this situation. The property next to them has a well that is not being used. If they can get an agreement from that property owner to use the well and they will sign an agreement to hook into the district when the infrastructure is in place, we will allow them to build.
- Q. How were the four properties able to get a sign off?**
- A. One of the properties was issued a sign off in 2002 and three more were issued in 2004.
 - B. These sign offs were approved by the then district manager. We do not know why these sign offs were issued and can find no reference to them in the minutes from those times. These four sign offs are the only ones ever issued in the district and were issued after water was available in the 1st Street area.
- Q. What is the difference in the Cost Sharing Program for the sign off properties as compared to those that do not have a sign off?**
- A. The properties that have a sign off have two options. 1) They can sign onto the Cost Sharing program, pay the SDC fees (\$7,700), allow the district to abandon their well and connect to district water. 2) Decline the Cost Sharing Program, pay no SDC fees, pay their portion of the infrastructure (about \$50,000) and continue to use their well.
 - B. The properties that do not have a sign off have two options. 1) They can sign onto the Cost Sharing program, pay the SDC fees (\$7,700), allow the district to abandon their well and connect to district water. 2) Decline the Cost sharing program, pay the SDC fees (\$7,700), keep their well, pay their portion of the infrastructure (about \$50,000), install a RP valve at the meter, and connect to district water.

- C. The difference between the two is the sign off. Because the sign off was approved by a district representative the district can not require them to use district water. As per state law they are still required to pay their share of the infrastructure even if they choose not to use that water.
- Q. No one told us we were in the district.**
- A. It is possible that current owners of the properties in the 1st Street area were not made aware of the fact that they were within the boundaries of the district. The original owners who drilled the wells were, at one time, made aware of the fact that they were in fact in the district. The boundaries were established in 1934 and the only change since then has been the addition of the Angus Acres area.
- Q. Does the district own the water under the district's boundaries?**
- A. No the district does not "own" the water under its boundaries. The district does own water rights that are tied to its existing wells. Water rights allow the district to withdraw a set number of cubic feet of water annually from its wells.
- Q. Why do you not allow those property owners that have wells to keep them and stop any more wells from coming from this point forward**
- A. On advice of the district's council we have chosen not to do this. We have been told that if we allow these wells in the district to stay we would no longer be able to stop any other new wells from being drilled within the district. We also open the district up to litigation for not enforcing our ordinances and for not treating all properties in the district equally.
- Q. There is no water down there (1st Street area)**
- A. There is and has been water in the 1st Street area since the early 2000s. The 10 homes in the LID could have been connected to the district by simply extending the existing line that is near the properties.
- Q. What about the farm near the 1st Street area, are you going to make them accept district water?**
- A. As stated before the district boundaries were established in 1934. The district does not have the authority to expand beyond those boundaries unless property owners from a new area vote to join the district, petition the district to change its boundaries to include them and the board of directors approves the expansion.
- Q. It looks like we are having to clean up someone else's mistakes.**
- A. To some degree this statement is correct. There are a number of things that could have been done differently to avoid this situation. The board has reviewed all options available to them and believe this program is the best for the district and property owners.
- Q This looks like a big money and power grab.**
- A. The district's board of directors has not and will not act beyond the authority granted to them by the district's rules and regulations, resolutions, ordinances and state law. They are under an obligation to enforce those rules in a fair and equitable manner. The district will be spending over 1 million dollars on this project so there is little return for the district. The increase in fees for the district from this project will reflect an increase in income of 2 to 2.5%.

Q You can not make us pay the \$7,700 fees and the infrastructure costs that is charging us twice for the infrastructure.

- A. There may be some confusion here regarding these costs. First the \$7,700 (SDC fees) have nothing to do with the infrastructure. System Development Charges are **one-time fees charged to help pay for the facilities** (such as water and sewer systems) required to meet growth-related needs for the city. SDCs are paid at the time that a development permit is issued. All new homes in the district that receive district water are charged this fee even if no new infrastructure is needed for them to be connected.
- B. The normal procedure for putting in infrastructure is that the developer contacts the district, letting them know that they are going to be building a home(s). The developer is then required to pay for all infrastructure (if needed) and the SDC fees (\$7,700) for the home(s). These costs are part of every home built in our district. In the case of the homes in the LID area these procedures were not followed.

Management Report

Terrebonne Domestic Water District
For the period ended December 31, 2021

Prepared on
January 11, 2022

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Profit and Loss

December 2021

	Total
INCOME	
40500 Investments	
45050 Interest Income	205.55
Total 40500 Investments	205.55
40550 OR-LB-20 Water Income	
41100 Water	24,735.77
41200 Service Fees	1,629.15
41500 Debt Reduction Charge	2,808.35
Total 40550 OR-LB-20 Water Income	29,173.27
41600 System Development Fees	7,700.00
Total Income	37,078.82
GROSS PROFIT	
	37,078.82
EXPENSES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	11,981.10
61030 Payroll Taxes	932.92
61040 Employee Health ins	1,246.21
61070 Employee Retirement	1,011.70
61080 Workers Comp	206.11
Total 61000 OR-LB- 30 Personnel Services	15,378.04
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	1,965.60
62012 Utilities - Other	735.92
Total 62010 Utilities	2,701.52
62015 Rent, Parking	100.00
62020 Operating Supplies	267.30
62030 Testing expense	461.00
62040 Office Supplies	218.54
62050 Postage, Mailing Service	217.44
62070 Insurance	
62071 Insurance - Liability, D and O	80.08
62072 Property Insurance	683.92
Total 62070 Insurance	764.00
62080 Bookkeeping	703.50
62160 Bank Charges	
62161 Bank Service Fees	91.81
62162 Merchant Services Proc Fee	170.89
Total 62160 Bank Charges	262.70
62170 Billing support	59.95
62180 Computer Software	109.11
62220 Telephone, Telecommunications	455.80

	Total
62230 Refund	209.02
Total 62000 OR-LB-31 Operations	6,529.88
70000 Capital Outlay	
70100 System Improvements	556.54
Total 70000 Capital Outlay	556.54
Total Expenses	22,464.46
NET OPERATING INCOME	14,614.36
NET INCOME	\$14,614.36

Balance Sheet

As of December 31, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	5,926.37
10200 First Interstate -3877- General	29,976.91
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	51,861.80
10520 LGIP Investment Fund #5534	439,654.29
10530 LGIP - SDC Fund #6271	67,144.39
15340 LGIP Deposit Fund #6272	13,234.77
Total 10500 LGIP Investments	571,895.25
Total Bank Accounts	607,798.53
Other Current Assets	
11500 Water Bills Receivable	17,281.55
14000 Inventory	6,451.05
14200 Prepaid Expenses	1,236.69
Total Other Current Assets	24,969.29
Total Current Assets	632,767.82
Fixed Assets	
15000 Equipment	85,813.68
15100 Water System	3,551,904.10
15200 Water Rights Asset	77,553.00
15300 Land	35,512.00
15400 Easements & Permits	2,800.00
15900 Accumulated Depreciation	-1,225,589.75
Total Fixed Assets	2,527,993.03
TOTAL ASSETS	\$3,160,760.85
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	2,305.27
Total Accounts Payable	2,305.27
Other Current Liabilities	
24000 Payroll Liabilities	0.00
OR Employment Taxes	144.62
OR Statewide Transit Taxes	32.84
SDIC	83.86
Total 24000 Payroll Liabilities	261.32
24300 Payroll payable	1,918.62
25000 Customer deposits payable	33,388.65

	Total
Total Other Current Liabilities	35,568.59
Total Current Liabilities	37,873.86
Long-Term Liabilities	
27000 N/P - USDA/RD	122,125.85
Total Long-Term Liabilities	122,125.85
Total Liabilities	159,999.71
Equity	
32000 Retained Earnings S	976,191.31
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Income	124,418.68
Total Equity	3,000,761.14
TOTAL LIABILITIES AND EQUITY	\$3,160,760.85

Terrebonne Domestic Water District

Profit and Loss Comparison

December 2021

	TOTAL	
	DEC 2021	DEC 2020 (PY)
Income		
40500 Investments		
45050 Interest Income	205.55	291.23
Total 40500 Investments	205.55	291.23
40550 OR-LB-20 Water Income		
41100 Water	24,735.77	23,373.04
41200 Service Fees	1,629.15	1,699.63
41300 Backflow Fees		4,950.00
41500 Debt Reduction Charge	2,808.35	2,790.69
Total 40550 OR-LB-20 Water Income	29,173.27	32,813.36
41600 System Development Fees	7,700.00	7,700.00
Total Income	\$37,078.82	\$40,804.59
GROSS PROFIT	\$37,078.82	\$40,804.59
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	11,981.10	8,636.58
61030 Payroll Taxes	932.92	685.57
61040 Employee Health ins	1,246.21	1,097.77
61070 Employee Retirement	1,011.70	500.00
61080 Workers Comp	206.11	219.82
Total 61000 OR-LB- 30 Personnel Services	15,378.04	11,139.74
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	1,965.60	1,747.70
62012 Utilities - Other	735.92	481.75
Total 62010 Utilities	2,701.52	2,229.45
62015 Rent, Parking	100.00	
62020 Operating Supplies	267.30	10.97
62030 Testing expense	461.00	703.00
62040 Office Supplies	218.54	
62050 Postage, Mailing Service	217.44	323.00
62070 Insurance		
62071 Insurance - Liability, D and O	80.08	72.25
62072 Property Insurance	683.92	622.00
Total 62070 Insurance	764.00	694.25
62080 Bookkeeping	703.50	703.50
62100 Vehicle Maintenance & Repair		290.25

Terrebonne Domestic Water District

Profit and Loss Comparison

December 2021

	TOTAL	
	DEC 2021	DEC 2020 (PY)
62160 Bank Charges		
62161 Bank Service Fees	91.81	77.02
62162 Merchant Services Proc Fee	170.89	542.03
Total 62160 Bank Charges	262.70	619.05
62170 Billing support	59.95	223.68
62180 Computer Software	109.11	
62190 Dues & Subscriptions		256.99
62200 Fuel		138.42
62220 Telephone, Telecommunications	455.80	613.40
62230 Refund	209.02	38.65
Total 62000 OR-LB-31 Operations	6,529.88	6,844.61
70000 Capital Outlay		
70100 System Improvements	556.54	33.00
Total 70000 Capital Outlay	556.54	33.00
Total Expenses	\$22,464.46	\$18,017.35
NET OPERATING INCOME	\$14,614.36	\$22,787.24
NET INCOME	\$14,614.36	\$22,787.24

Terrebonne Domestic Water District

Profit and Loss Comparison

July - December, 2021

	TOTAL	
	JUL - DEC, 2021	JUL - DEC, 2020 (PY)
Income		
40500 Investments		
45050 Interest Income	1,337.20	2,334.58
Total 40500 Investments	1,337.20	2,334.58
40550 OR-LB-20 Water Income		
41100 Water	267,556.82	265,727.31
41200 Service Fees	7,439.17	8,108.32
41300 Backflow Fees		4,950.00
41500 Debt Reduction Charge	17,122.94	16,859.47
Total 40550 OR-LB-20 Water Income	292,118.93	295,645.10
41600 System Development Fees	7,700.00	7,700.00
Total Income	\$301,156.13	\$305,679.68
GROSS PROFIT	\$301,156.13	\$305,679.68
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	65,461.10	51,819.48
61030 Payroll Taxes	5,432.15	4,201.85
61040 Employee Health ins	7,309.54	6,586.62
61070 Employee Retirement	6,070.20	3,000.00
61080 Workers Comp	1,236.66	1,318.92
Total 61000 OR-LB- 30 Personnel Services	85,509.65	66,926.87
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	18,198.46	18,443.91
62012 Utilities - Other	1,753.88	790.50
Total 62010 Utilities	19,952.34	19,234.41
62015 Rent, Parking	100.00	
62020 Operating Supplies	1,904.47	4,631.78
62030 Testing expense	1,390.00	1,534.00
62040 Office Supplies	1,236.46	717.22
62050 Postage, Mailing Service	1,282.71	1,220.45
62060 Legal	5,292.00	4,843.00
62070 Insurance		
62071 Insurance - Liability, D and O	480.48	433.50
62072 Property Insurance	4,103.52	3,732.00
Total 62070 Insurance	4,584.00	4,165.50
62080 Bookkeeping	4,221.00	4,221.00
62090 Directors Fees	-240.00	1,200.00
62100 Vehicle Maintenance & Repair		307.23

Terrebonne Domestic Water District

Profit and Loss Comparison

July - December, 2021

	TOTAL	
	JUL - DEC, 2021	JUL - DEC, 2020 (PY)
62110 Education		315.00
62140 Auditing		1,500.00
62150 Backflow Expense	5,355.00	5,152.50
62160 Bank Charges		
62161 Bank Service Fees	411.94	489.07
62162 Merchant Services Proc Fee	2,675.83	3,418.04
Total 62160 Bank Charges	3,087.77	3,907.11
62170 Billing support	536.31	298.18
62180 Computer Software	1,264.67	29.98
62190 Dues & Subscriptions	914.53	1,855.47
62200 Fuel	305.69	546.12
62210 Printing and Copying	1,381.44	675.00
62220 Telephone, Telecommunications	2,676.19	2,893.47
62230 Refund	881.08	1,083.65
Total 62000 OR-LB-31 Operations	56,125.66	60,331.07
70000 Capital Outlay		
70100 System Improvements	33,864.76	17,549.54
Total 70000 Capital Outlay	33,864.76	17,549.54
80000 Interest Expense	1,237.38	20,740.47
Total Expenses	\$176,737.45	\$165,547.95
NET OPERATING INCOME	\$124,418.68	\$140,131.73
NET INCOME	\$124,418.68	\$140,131.73

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Budget vs. Actuals - F
July 2021

Income	Jul 2021			Aug 2021			Sep 2021			Oct 2021			Nov 2021			Dec 2021			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
4000 Investments	277.66	290.00	0.00	27.08	233.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4000 Interest Income	277.66	290.00	0.00	27.08	233.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total 4000 Investments	277.66	290.00	0.00	27.08	233.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
4050 OR-LE-30 Water Income	60,920.33	64,888.00	4,937.33	111.07%	233.00	260.00	16.11	92.39%	228.51	260.00	-26.49	90.09%	208.00	260.00	-44.92	80.25%	158.40	260.00	-44.46
4100 Water	60,920.33	64,888.00	4,937.33	111.07%	233.00	260.00	16.11	92.39%	228.51	260.00	-26.49	90.09%	208.00	260.00	-44.92	80.25%	158.40	260.00	-44.46
4120 Sewer	1,373.02	1,290.00	72.52	106.80%	1,150.00	1,260.00	-109.50	91.35%	1,060.00	1,260.00	-200.00	84.13%	900.00	1,260.00	-360.00	71.43%	2,175.00	1,260.00	1,915.00
4130 Backflow Fees	2,837.02	2,833.33	3.67	100.13%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00
4100 Total Deduction Charge	2,837.02	2,833.33	3.67	100.13%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00	100.00%	2,833.33	2,833.33	0.00
Total 4050 OR-LE-30 Water Income	64,888.00	67,851.33	4,000.21	106.82%	50,411.00	50,200.00	2,211.00	92.85%	47,663.33	50,200.00	-2,536.67	94.95%	39,833.33	50,200.00	-10,366.67	79.35%	28,928.00	50,200.00	-21,272.00
Total Income	65,155.66	68,770.00	4,033.89	106.64%	50,645.50	50,200.00	4,445.50	92.85%	47,881.67	50,200.00	-2,318.33	93.61%	39,833.33	50,200.00	-10,366.67	79.35%	28,928.00	50,200.00	-21,272.00
6000 Personnel Services	10,000.00	11,001.67	-995.67	90.43%	10,660.00	11,001.67	-341.67	96.43%	10,660.00	11,001.67	-341.67	96.43%	10,660.00	11,001.67	-341.67	96.43%	10,660.00	11,001.67	-341.67
6100 Payroll Expenses	9,464.64	10,411.67	-947.03	89.88%	9,431.16	10,411.67	-980.51	90.56%	9,431.16	10,411.67	-980.51	90.56%	9,431.16	10,411.67	-980.51	90.56%	9,431.16	10,411.67	-980.51
6100 Payroll Taxes	1,203.28	1,150.33	45.95	103.07%	1,204.28	1,150.33	45.95	103.07%	1,204.28	1,150.33	45.95	103.07%	1,204.28	1,150.33	45.95	103.07%	1,204.28	1,150.33	45.95
6100 Employee Health Ins	1,011.70	1,011.67	0.03	100.00%	1,011.70	1,011.67	0.03	100.00%	1,011.70	1,011.67	0.03	100.00%	1,011.70	1,011.67	0.03	100.00%	1,011.70	1,011.67	0.03
6100 Workers Retirement	208.11	250.00	-41.89	82.44%	208.11	250.00	-41.89	82.44%	208.11	250.00	-41.89	82.44%	208.11	250.00	-41.89	82.44%	208.11	250.00	-41.89
Total 6000 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6200 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6200 Utilities	3,230.27	2,350.00	880.27	135.65%	4,042.20	2,760.00	1,282.20	148.90%	3,838.80	2,760.00	1,078.80	159.59%	2,951.17	2,760.00	191.17	107.29%	1,610.42	2,760.00	-1,149.58
6202 Utilities - Electric	2,978.68	1,667.67	1,312.40	247.31%	7,230.00	1,667.67	5,562.33	459.90%	15,646.67	1,667.67	13,979.00	843.83%	15,646.67	1,667.67	13,979.00	843.83%	15,646.67	1,667.67	13,979.00
6202 Utilities - Other	251.59	1,682.33	-1,430.74	89.82%	722.20	1,682.33	-960.13	42.90%	1,192.13	1,682.33	-490.20	71.48%	294.50	1,682.33	-1,387.83	17.51%	208.12	1,682.33	-1,474.21
Total 6200 Utilities	3,480.27	3,349.00	131.27	102.13%	7,952.20	4,349.33	3,602.87	141.10%	3,840.93	4,349.33	-508.40	88.31%	3,245.67	4,349.33	-1,103.66	74.62%	1,818.54	4,349.33	-2,530.79
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89	108.92%	14,881.42	14,553.34	407.89
6202 OR-LE-30 Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6202 OR-LE-30 Personnel Services	14,887.71	14,553.34	488.61	108.94%	14,881.42	14,553.34	407.89	108.92%	14,881.42	1									

Terrebonne Domestic Water District

Check Detail

December 15, 2021 - January 11, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
01/03/2022	Expense		MRCHNT PMNT PROC		C	-83.20
				MRCHNT PMNT PROC SETTLEMENT 5611 MRCHNT PMNT PROC SETTLEMENT 5611		83.20
01/07/2022 Expense						
			WEBPAYMENT GATEWAY SERVICES		C	-77.69
				GATEWAY SERVICES WEBPAYMENT GATEWAY SERVICES WEBPAYMENT		77.69
10200 First Interstate -3877- General						
12/16/2021	Expense		OREGON STATE TREASURY LGIP		R	-
				LGIP ACH OREGON ST TREAS LGIP AC LGIP ACH OREGON ST TREAS LGIP AC		70,000.00
						70,000.00
12/28/2021	Bill Payment (Check)	3342	ED STAUB & SONS PETROLEUM		C	-133.66
						-133.66
12/28/2021	Bill Payment (Check)	3343	MUCK SEPTIC SERVICE		C	-540.00
						-540.00
12/28/2021	Payroll Check	1225212	David B. Griffin	Pay Period: 12/28/2021-12/28/2021	R	-400.00
				Gross Pay - This is not a legal pay stub		642.55
				Employer Taxes		49.15
				SDIC		0.00
				Edward Jones 401K		0.00
				Retro EJ 401k		0.00
				OR Statewide Transit Taxes		0.64
				OR Employment Taxes		0.00
				OR Income Tax		51.40
				Federal Unemployment (940)		0.00
				Federal Taxes (941/944)		239.66
12/28/2021	Payroll Check	1225211	Daniel J. Bruce	Pay Period: 12/28/2021-12/28/2021	R	-400.00
				Gross Pay - This is not a legal pay stub		642.55
				Employer Taxes		49.15
				Raymond James 401K		0.00
				Retro RJ 401k		0.00
				OR Statewide Transit Taxes		0.64
				OR Employment Taxes		0.00
				OR Income Tax		51.40
				Federal Unemployment (940)		0.00
				Federal Taxes (941/944)		239.66
12/28/2021	Check	3344	JIM WILHELM		C	-800.00
				Paid Bonus out of pocket - reimbursement		800.00
12/28/2021	Bill Payment (Check)	3345	H.D. FOWLER COMPANY		C	-378.18
						-378.18
12/28/2021	Bill Payment (Check)	3346	PACIFIC POWER		C	-1,965.60
						-1,965.60
12/28/2021	Bill Payment (Check)	3347	Terrebonne PUD, LLC		C	-50.00

Terrebonne Domestic Water District

Check Detail

December 15, 2021 - January 11, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-50.00
12/31/2021	Tax Payment		IRS	Tax Payment for Period: 12/25/2021-12/28/2021 Federal Taxes (941/944)	R	-479.32 -479.32
12/31/2021	Tax Payment		OR Department of Revenue	Tax Payment for Period: 12/25/2021-12/28/2021 OR Income Tax	R	-102.80 -102.80
12/31/2021	Expense		FIRST INTERSTATE BANK	SERVICE CHARGE SERVICE CHARGE	R	-91.81 91.81
01/01/2022	Check	3348	RAYMOND JAMES	FBO: Daniel Bruce Acc# 809F4693		-583.30 583.30
01/01/2022	Check	3349	EDWARD JONES	FBO - David Griffin		-428.40 428.40
01/03/2022	Check	3317	US POSTAL SERVICE	Hubdoc - 245325518 - INV3317 Unites States Post Office - 3317	C	-217.08 217.08
01/05/2022	Check	3350	EDWARD JONES			-128.64 -128.64
01/05/2022	Check	3351	RAYMOND JAMES	Account # 809F4693		-174.99 -174.99
01/06/2022	Payroll Check	3368	Daniel J. Bruce	Pay Period: 01/01/2022-01/31/2022 Gross Pay - This is not a legal pay stub Employer Taxes Raymond James 401K OR Statewide Transit Taxes OR Employment Taxes OR Income Tax Federal Unemployment (940) Federal Taxes (941/944)		-4,704.08 6,412.00 607.83 174.99 6.41 80.76 428.91 38.47 1,586.21
01/06/2022	Payroll Check	3369	David B. Griffin	Pay Period: 01/01/2022-01/31/2022 Gross Pay - This is not a legal pay stub Employer Taxes SDIC Edward Jones 401K OR Statewide Transit Taxes OR Employment Taxes OR Income Tax Federal Unemployment (940) Federal Taxes (941/944)		-3,240.53 4,284.00 402.78 41.93 128.64 4.11 54.72 299.00 25.45 892.40
01/10/2022	Bill Payment (Check)	3352	AARON JARVI			-87.17 -87.17
01/10/2022	Bill Payment (Check)	3353	CL PRINTING & COPY CENTER INC			-142.00 -142.00
01/10/2022	Bill Payment (Check)	3354	Deschutes Community Development			-33.00 -33.00
01/10/2022	Bill Payment	3355	Douglas H Lutz Jr			-21.85

Terrebonne Domestic Water District

Check Detail

December 15, 2021 - January 11, 2022

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
	(Check)				-21.85
01/10/2022	Bill Payment (Check)	3356	EDGE ANALYTICAL INC		-461.00
					-461.00
01/10/2022	Bill Payment (Check)	3357	Ferguson Family Properties LLC		-100.00
					-100.00
01/10/2022	Bill Payment (Check)	3358	REVEAL ACCOUNTING SOLUTIONS		-703.50
					-703.50
01/11/2022	Bill Payment (Check)	3359	AMERICAN BUSINESS SOFTWARE INC		-59.95
					-59.95
01/11/2022	Bill Payment (Check)	3360	BEND BROADBAND		-166.47
					-166.47
01/11/2022	Bill Payment (Check)	3361	CENTRATTEL TELEPHONE ANSWERING SERVICE		-211.70
					-211.70
01/11/2022	Bill Payment (Check)	3362	ED STAUB & SONS PETROLEUM		-144.60
					-144.60
01/11/2022	Bill Payment (Check)	3363	FIRST INTERSTATE BANK		-73.53
					-73.53
01/11/2022	Bill Payment (Check)	3364	MASTERCARD (FIB) #2575		-285.30
					-285.30
01/11/2022	Bill Payment (Check)	3365	REPUBLIC SERVICES #675		-18.46
					-18.46
01/11/2022	Bill Payment (Check)	3366	SPECIAL DISTRICTS INSURANCE SERVICES		-
					11,477.21
					-
					11,477.21
01/11/2022	Bill Payment (Check)	3367	US CELLULAR		-78.33
					-78.33

TERREBONNE DOMESTIC WATER DISTRICT - RESOLUTION NO. ____

A RESOLUTION ORDERING LOCAL IMPROVEMENT DISTRICT
WATER SYSTEM CONSTRUCTION

WHEREAS, the Terrebonne Domestic Water District (the "District") desires to construct improvements that would expand the District's water system (the "Improvements"), as outlined in a report prepared by Cascade Geoengineering, LLC (Report) and approved by the District's Board of Commissioners (Board) on _____, 2021; and

WHEREAS, pursuant to ORS 264.362, on November 2nd, 2021, the Board adopted Resolution _____, declaring its intention to make the Improvements as identified in the Report and assess properties specially benefitted by those Improvements; and

WHEREAS, the District has provided all required published and personal notice of the Report on file at the District's office and of the November 30th, 2021 public hearing, per ORS 264.366; and

WHEREAS, the Board has considered all testimony, objections and remonstrances presented prior to or during the public hearing; and

WHEREAS, ____ written remonstrances were received prior to the hearing, which represent less than the amount of property required to defeat the proposed improvement.

NOW, THEREFORE, be it resolved by the District Board of Commissioners that:

Section 1: Order to Construct Improvements. The Board of Commissioners hereby orders District staff to proceed with the construction of the Improvements in accordance with Resolution _____.

Section 2: Assessment Ordinance. Staff is further directed to prepare and bring back to the Board an assessment ordinance pursuant to ORS 264.370 by or before final completion of the Improvements. The Board of Commissioners reserves the right to exclude all or any portion of the benefitted properties from the project, or to not allocate the full Improvement assessment to one or more benefitted property.

ADOPTED this _____ day of _____, 2022, by action of the Board of Commissioners.

TERREBONNE DOMESTIC
WATER DISTRICT

By: _____
Chairman, Board of Commissioners

ATTESTED:

Secretary

Terrebonne Domestic Water District

1-11-2022

- We did not get the audits back at the end of the year as promised. They are currently working on them now and have made some more information requests. So although disappointed I'm hoping to get them soon.
- I am up for my certification renewal this year and plan on attending the OAWU conference in Sunriver this march. I'm hoping to do some possible recruitment there and talk to some local utilities about some different service providers and who they use. The cost is \$465 for the conference and boarding is \$139 a night.

First Interstate Bank

\$51,025.49

LGIP

4845 - TERREBONNE WATER DISTRICT/DEBT SERVICE

\$51,861.80

5534 - TERREBONNE WATER DISTRICT SAVINGS

\$439,654.24

6271 - SDC Fund

\$67,144.39

6272 - Deposit Fund

13,234.77

Grand total \$571,895.20