



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting Agenda July 10th, 2024

Regular public board meetings of the Terrebonne Domestic Water District are held at 6:00 PM at the TDWD district office 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 board are asked to fill out a form stating the subject and the members address. The speaker will be given 3 minutes to speak. The board would request that all members of the public maintain a measure of decorum and respect the noted time limit.

Minutes of Last Board Meeting: Secretary Jim Wilhelm will review the minutes from the last meeting

Treasurer's Report: Treasurer Kevin Byrne will review the financial report and checks as signed for the previous month.

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

Water Manager's Report: Dan Bruce will presented his report to the board.

Business to be Discussed:

1. ODOT HWY 97 Project.
2. Sewer line waiver from OHA.

Next Regular Board Meeting: August 13th, 2024 @ 6:00pm

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/82606214480?pwd=syjFjufPFLL1YRUiy5pxABbaRgR93i.1>

Meeting ID: 826 0621 4480

Passcode: 999158

Dial by your location +1 253 215 8782 US (Tacoma)



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting

June 11th, 2024

The Regular Public Board Meeting was **called to order** at 1813 hours on June 11th, with 5 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne, Velda Aldous and Matt Branton. Also present was District Manager Dan Bruce. No members of the public were present. There were no members of the public on Zoom.

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

Minutes: Minutes for the May public board meeting and the executive session were reviewed by the board. (see minutes). It was noted that the date on the May notes should have been the 14th not the 15th. Eric asked that the executive session opening statement be part of the meeting notes rather than a "see statement" note. Matt noted that he should be in the place of Debbi on the meeting notes. Jim made a motion that the board accept the minutes as presented with the noted change to the date, the addition of the opening statement and the name change, seconded by Kevin.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$36,661 in income, \$27,790 of expenses and \$10,992 of net income for the month of May. Current accounts showed onhand funds of \$916,999. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Jim.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously,

Chairman's Report: Eric took a few minutes to thank the board for its work on the budget this year. He noted that the fact that the process was so smooth is a testament to everyone's input and questions that allow us to make the entire process painless.

District Manager's Report: Dan presented his report to the board. (see report)

OHA Waiver: Dan presented his report to the board. (see report) Dan reviewed a notification of a waiver he had received concerning the sanitary district wanting to place one of their sewer lines inside the standard 100 foot boundary around our well number 4. Dan has several concerns about this waiver the least of which is the fact he was not informed of the waiver until it had already been granted. Dan will be meeting with OHA soon to review our concerns about this issue. Dan will be moving forward to get the waiver reversed so as to not threaten our 2 wells. The board supported Dan's concerns and plan to move forward.

Eric reiterated that the district would continue to neither support and oppose the sanitary district but that we would oppose them on this issue.

District Parking Lot: Dan noted that he had looked into having the parking lot sealed and he felt the cost was too high. Dan and Jen will be doing the job to save money.

Business Discussed: ODOT HWY 97 Project: Dan was happy to report that our cost for the ODOT project or in and it is a big win for our district. The bid for our part if the project came in at \$208,000, about \$130,000 less than planned. Matt questioned if we were protected from change orders on the project and Dan noted that we are protected in that area. Dan will be cutting the check as soon as required for the project. Jim made a motion that the board authorize Dan to cut a check to ODOT for the sum noted on the final bid, seconded by Matt.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

2024-2025 Budget: Eric confirmed that the budget committee had met 2 times and had approved a budget to be voted on by the district board. Kevin made a motion that the board accept the budget as presented, seconded by Matt.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously. A resolution accepting the budget was filled out and signed.

Trailer Park Meter: Eric noted that the board would be going into executive session concerning a letter we received from our lawyer about the meter for the trailer park.

Executive Session: 1849 Hours: Eric read the Executive Session Opening Statement: "The Terrebonne Domestic Water District will now meet in executive session pursuant to **ORS 192.660(2)(h)**, which allows the Commission to meet in executive session

"Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session except to state the general subject of the session as previously announced. No decision may be made in the executive session. At the end of the executive session, we will return to the open session and welcome the audience back to the room."

Return to Regular Board Meeting: 1905 Hours

Other Business Discussed: July Meeting: Several board members noted that they will be unable to attend the July meeting on July 9th. It was agreed that the meeting would be changed to July 10th.

Resolution On District Interest Rate Change: Jim asked that Dan prepare a new resolution that would change the interest rate the district changes to 10%.

Wages for Employees: Jim made a motion that the board authorize a cost of living increase of 3.6% for all wage scales and that both employees move up one step on that scale, second by Kevin. (see wage scales)

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously. A resolution accepting the budget was filled out and signed.

Next Regular Board Meeting: July 10th, 2024 @ 1800 hours @ TDWD district office.

Meeting Adjourned: 1915 Hours

Submitted By: Jim Wilhelm

Secretary TDWD Recorded Action Points



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

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Regular Public Board Meeting

May 14th, 2024

The Regular Public Board Meeting was **called to order** at 1800 hours on May 14th, with 4 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne, Velda Aldous. Also present was District Manager Dan Bruce and Matt Banton, a member of the public Guy Vernon the owner of the Rustic Ranch trailer park joined the meeting on Zoom.

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

Minutes: Minutes for the April public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Kevin.

VOTES: Eric-yea, Jim-yea, Kevin-yea, Velda-yea Motion pass unanimously.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$32,313 in income, \$22,177 of expenses and \$10,136 of net income for the month of April. Current accounts showed onhand funds of \$902,747. Kevin made a motion that the board accept the financial report and the checks as presented, seconded by Velda.

VOTES: Eric-yea, Jim-yea, Kevin-yea, Velda-yea. Motion passed unanimously,

Chairman's Report: Eric noted that the board would now take the issue of position 5 on the board needing a new board member as Debbi Wilhelm had resigned her position in April. Matt Banton made a brief statement about his current employment and noted he was a current resident of the district. Eric noted that the board would have to be unanimous in voting in any new member to the board. Eric called for votes from each board member.

VOTES: Eric-yea, Jim-yea, Kevin-yea, Velda-yea. Matt was voted in unanimously.

Public Comments: Guy Vernon makes comments concerning the district wanting to upgrade the meter at the Rustic Ranch. Guy noted that he had lived in the district for over 30 years and had been active in the community. Guy noted that he had given the water district an easement on his property at no cost. Guy was concerned that the district was singling him out and making him but in a new meter that no other property had. Guy noted that he would need to increase rents if required to upgrade his meter. Guy requested that the district send him information on why they want to upgrade the meter so he can pass it to his attorney. Eric thanks Guy for attending our meeting and he hoped that Guy would continue the conversation.

Executive Session: 1902 Hours: Eric read the Executive Session Opening Statement:

"The Terrebonne Domestic Water District will now meet in executive session pursuant to ORS 192.660(2)(h), which allows the Commission to meet in executive session

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session except to state the general subject of the session as previously announced. No decision may be made in the executive session. At the end of the executive session, we will return to the open session and welcome the audience back to the room."

Return to Regular Board Meeting: 1912 Hours

District Manager's Report: Dan presented his report to the board. (see report)
Dan noted all his topics were contained in the Business to be discussed.

Business Discussed: Trailer Park Meter: After some discussion Matt made a motion that the district make a proposal to Rustic Ranch Trailer park to install a new 4 inch meter now, at the districts expense, and to hold a 1% finance rate on any SDC fees that would be changed if and when the parks expands if they agreed not to fight the meter install. This offer would be contingent on the district being able to secure a loophole on the new building permit program through the county, seconded by Kevn.

VOTES: Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously,

ODOT Hwy 97 Project: Dan informed the board that the bids have been received concerning the Hwy 97 project. Dan has received word that the total bid came back very close to projection, but our part of the bid came in about \$100,000 less than we anticipated. Dan will be getting back to the board by our next meeting with the final numbers.

2024/25 Budget Meetings: Jim presented the board with a proposed Budget Message to be posted on the district's website and Facebook page (see Budget Message). A Budget Message is something the district has not done in the past but is required under Oregon meeting law. The board set June 4th and 11th as dates for the budget meetings. So far the district has 2 members of the public to be on the budget committee and board members were asked to attempt to get 3 more electors to be on the committee. Jim presented the board with the current proposed operating budget numbers for their review so they can be prepared for the budget meeting. Jim also noted that the committee would be discussing wages at this meeting and he will supply documentation on wage numbers.

Audits: Dan informed the board that he had recently made contact with an audit company called Umpqua Financial. After some discussion the company agreed to take on our account and help us get current on our outstanding audits. Oumqua said that they could get us caught up on audits in about 2 to 2.5 years. In the meantime Chris Mahr also contacted Dan to suggest he could complete two of our audits by the end of May. At this point the district is going to allow Chis to complete the 2 audits then we will sign a new letter of engagement with Oumqua for future needs.

Other Business Discussed: Adopt a Highway: Jim requested permission to have the district more to participate in the "Adopt a Highway" program. The district would clean up the highway through Terrebonne and have our name on signs that are located both north and south of town. **The board agreed to have Jim get the district signed up for this program. (48)**

Scholarship Donations: Jim asks that the district look into offering small scholarships to local kids attending the school here in Terrebonne. There was concern raised about if the district could do this considering our status as a special district. **The board agreed to look into some way to make this happen. (49)**

First Budget Meeting 2024/25: June 4th, 2024 @ 1800 hours @ TDWD district office.

Second Budget Meeting 2024/25: June 11th, 2024 @ 1800 hours @ TDWD district office.

Next Regular Board Meeting: June 11th, 2023 @ 1830 hours @ TDWD district office.

Meeting Adjourned: 19:35 Hours

Submitted By: Jim Wilhelm
Secretary TDWD

Recorded Action Points

Management Report

Terrebonne Domestic Water District
For the period ended June 30, 2024

Prepared on

July 10, 2024

For management use only

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Profit and Loss

June 2024

	Total
REVENUE	
40500 Investments	
45050 Interest Income	3,407.48
Total 40500 Investments	3,407.48
40550 OR-LB-20 Water Income	
41100 Water	51,306.35
41200 Service Fees	1,465.00
Total 40550 OR-LB-20 Water Income	52,771.35
Total Revenue	56,178.83
GROSS PROFIT	
	56,178.83
EXPENDITURES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	11,683.34
61030 Payroll Taxes	1,002.38
61040 Employee Health ins	585.85
61070 Employee Retirement	1,116.67
61080 Workers Comp	252.87
Total 61000 OR-LB- 30 Personnel Services	14,641.11
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	3,841.89
62012 Utilities - Other	367.15
Total 62010 Utilities	4,209.04
62020 Operating Supplies	1,781.79
62030 Testing expense	84.00
62050 Postage, Mailing Service	889.49
62070 Insurance	
62071 Insurance - Liability, D and O	415.00
62072 Property Insurance	714.25
Total 62070 Insurance	1,129.25
62080 Bookkeeping	843.50
62140 Auditing	14,900.00
62160 Bank Charges	
62161 Bank Service Fees	143.07
62162 Merchant Services Proc Fee	510.08
Total 62160 Bank Charges	653.15
62170 Billing support	175.17
62180 Computer Software	164.66
62200 Fuel	26.82
62210 Printing and Copying	755.50

	Total
62220 Telephone, Telecommunications	326.92
62230 Refund	79.10
Total 62000 OR-LB-31 Operations	26,018.39
70000 Capital Outlay	208,805.97
Total Expenditures	249,465.47
NET OPERATING REVENUE	-193,286.64
NET REVENUE	\$ -193,286.64

Balance Sheet

As of June 30, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	2,214.60
10200 First Interstate -3877- General	653.64
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	104,391.83
10520 LGIP Investment Fund #5534	498,192.57
10530 LGIP - SDC Fund #6271	72,830.64
15340 LGIP Deposit Fund #6272	14,355.57
Total 10500 LGIP Investments	689,770.61
Total Bank Accounts	692,638.85
Other Current Assets	
11500 Water Bills Receivable	26,078.22
14000 Inventory	6,451.05
14200 Prepaid Expenses	9,744.97
Total Other Current Assets	42,274.24
Total Current Assets	734,913.09
Fixed Assets	
15000 Equipment	85,813.68
15100 Water System	3,565,410.59
15200 Water Rights Asset	77,553.00
15300 Land	35,512.00
15400 Easements & Permits	2,800.00
15600 Vehicles	
15610 Chevy Silverado HD2500 2011	39,993.00
Total 15600 Vehicles	39,993.00
15900 Accumulated Depreciation	-1,297,430.66
Total Fixed Assets	2,509,651.61
TOTAL ASSETS	\$3,244,564.70
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	4,440.07
Total Accounts Payable	4,440.07
Other Current Liabilities	
24000 Payroll Liabilities	0.00
OR Employment Taxes	403.75

	Total
OR Paid Family and Medical Leave	142.70
OR Statewide Transit Taxes	35.10
Total 24000 Payroll Liabilities	581.55
24300 Payroll payable	1,918.62
25000 Customer deposits payable	38,288.67
Total Other Current Liabilities	40,788.84
Total Current Liabilities	45,228.91
Total Liabilities	45,228.91
Equity	
32000 Retained Earnings S	1,356,218.72
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Revenue	-57,034.08
Total Equity	3,199,335.79
TOTAL LIABILITIES AND EQUITY	\$3,244,564.70

Terrebonne Domestic Water District

Statement of Activity Comparison

June 2024

	TOTAL	
Revenue	JUN 2024	JUN 2023 (PY)
40500 Investments		
45050 Interest Income	3,407.48	2,422.88
Total 40500 Investments	3,407.48	2,422.88
40550 OR-LB-20 Water Income		
41100 Water	51,306.35	52,235.45
41200 Service Fees	1,465.00	1,170.00
41300 Backflow Fees	0.00	0.00
Total 40550 OR-LB-20 Water Income	52,771.35	53,405.45
41600 System Development Fees	0.00	0.00
Total Revenue	\$56,178.83	\$55,828.33
GROSS PROFIT	\$56,178.83	\$55,828.33
Expenditures		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	11,683.34	10,958.33
61030 Payroll Taxes	1,002.38	918.83
61040 Employee Health ins	585.85	
61070 Employee Retirement	1,116.67	635.83
61080 Workers Comp	252.87	191.34
Total 61000 OR-LB- 30 Personnel Services	14,641.11	12,704.33
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	3,841.89	2,912.06
62012 Utilities - Other	367.15	558.46
Total 62010 Utilities	4,209.04	3,470.52
62020 Operating Supplies	1,781.79	363.65
62024 Repair and Maintenance		10.50
Total 62020 Operating Supplies	1,781.79	374.15
62030 Testing expense	84.00	80.00
62040 Office Supplies		491.99
62050 Postage, Mailing Service	889.49	217.80
62070 Insurance		
62071 Insurance - Liability, D and O	415.00	789.58
62072 Property Insurance	714.25	401.75
Total 62070 Insurance	1,129.25	1,191.33
62080 Bookkeeping	843.50	744.00
62110 Education		
62212 Conference, Convention, Meeting		305.00
Total 62110 Education		305.00
62140 Auditing	14,900.00	

Terrebonne Domestic Water District

Statement of Activity Comparison

June 2024

	TOTAL	
	JUN 2024	JUN 2023 (PY)
62160 Bank Charges		
62161 Bank Service Fees	143.07	111.50
62162 Merchant Services Proc Fee	510.08	509.69
Total 62160 Bank Charges	653.15	621.19
62170 Billing support	175.17	59.95
62180 Computer Software	164.66	108.33
62200 Fuel	26.82	140.45
62210 Printing and Copying	755.50	349.60
62220 Telephone, Telecommunications	326.92	515.58
62230 Refund	79.10	
Total 62000 OR-LB-31 Operations	26,018.39	8,669.89
70000 Capital Outlay	208,805.97	
70100 System Improvements		2,704.35
Total 70000 Capital Outlay	208,805.97	2,704.35
Total Expenditures	\$249,465.47	\$24,078.57
NET OPERATING REVENUE	\$ -193,286.64	\$31,749.76
NET REVENUE	\$ -193,286.64	\$31,749.76

Terrebonne Domestic Water District

Statement of Activity Comparison

July 2023 - June 2024

	TOTAL	
	JUL 2023 - JUN 2024	JUL 2022 - JUN 2023 (PY)
Revenue		
40500 Investments		
45050 Interest Income	39,467.86	21,589.06
Total 40500 Investments	39,467.86	21,589.06
40550 OR-LB-20 Water Income		
41100 Water	437,209.88	469,234.21
41200 Service Fees	9,809.59	12,168.86
41300 Backflow Fees	6,097.50	5,737.50
41500 Debt Reduction Charge		0.00
Total 40550 OR-LB-20 Water Income	453,116.97	487,140.57
41600 System Development Fees	235.00	7,700.00
Total Revenue	\$492,819.83	\$516,429.63
GROSS PROFIT	\$492,819.83	\$516,429.63
Expenditures		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	138,838.04	125,468.39
61030 Payroll Taxes	11,505.85	10,434.17
61040 Employee Health ins	7,030.20	
61070 Employee Retirement	13,150.04	7,629.96
61080 Workers Comp	3,801.30	2,329.81
Total 61000 OR-LB- 30 Personnel Services	174,325.43	145,862.33
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	34,702.10	30,448.47
62012 Utilities - Other	2,640.22	1,928.52
Total 62010 Utilities	37,342.32	32,376.99
62020 Operating Supplies	6,980.98	4,162.65
62024 Repair and Maintenance	1,940.46	4,523.00
Total 62020 Operating Supplies	8,921.44	8,685.65
62030 Testing expense	1,322.00	4,613.94
62040 Office Supplies	1,016.86	4,014.49
62050 Postage, Mailing Service	5,687.06	3,491.13
62060 Legal	4,606.25	6,751.00
62070 Insurance		
62071 Insurance - Liability, D and O	7,227.51	5,271.48
62072 Property Insurance	5,106.01	5,666.98
Total 62070 Insurance	12,333.52	10,938.46
62080 Bookkeeping	9,284.28	8,914.97
62090 Directors Fees	2,187.00	2,054.00
62100 Vehicle Maintenance & Repair	881.76	766.96

Terrebonne Domestic Water District

Statement of Activity Comparison

July 2023 - June 2024

	TOTAL	
	JUL 2023 - JUN 2024	JUL 2022 - JUN 2023 (PY)
62110 Education		155.00
62114 Travel	1,637.08	946.87
62212 Conference, Convention, Meeting	790.00	1,130.00
Total 62110 Education	2,427.08	2,231.87
62140 Auditing	14,900.00	
62150 Backflow Expense	6,365.00	
62160 Bank Charges		77.99
62161 Bank Service Fees	2,433.20	1,209.38
62162 Merchant Services Proc Fee	7,103.83	7,609.53
Total 62160 Bank Charges	9,537.03	8,896.90
62170 Billing support	1,882.82	3,353.93
62180 Computer Software	2,694.57	1,881.97
62190 Dues & Subscriptions	3,696.13	2,763.96
62200 Fuel	2,109.60	2,678.51
62210 Printing and Copying	870.50	1,151.08
62220 Telephone, Telecommunications	6,090.06	6,404.73
62230 Refund	2,033.35	1,437.88
62240 HR Services		74.00
Total 62000 OR-LB-31 Operations	136,188.63	113,482.42
70000 Capital Outlay	208,805.97	
70100 System Improvements	30,533.88	82,444.20
Total 70000 Capital Outlay	239,339.85	82,444.20
80000 Interest Expense		4,566.55
Total Expenditures	\$549,853.91	\$346,355.50
NET OPERATING REVENUE	\$ -57,034.08	\$170,074.13
Other Revenue		
90300 Gain (Loss) on Sale		93,170.00
Total Other Revenue	\$0.00	\$93,170.00
NET OTHER REVENUE	\$0.00	\$93,170.00
NET REVENUE	\$ -57,034.08	\$263,244.13

Terrebonne Domestic Water District
 Budget vs. Actuals: FY 2024-2025 - FY2
 July 2024 - June 2025

Revenue	Jul 2024			Aug 2024			Sep 2024			Oct 2024			Nov 2024			Dec 2024			Jan 2		
	Actual	Budget	% of Budget																		
4500 Investments	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%	2,600.00	-2,600.00	0.00%
Total 4500 Investments	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%	\$ 0.00	\$ 2,600.00	0.00%
4650 OR-LE-20 Water Income	2,871.01	64,400.00	4.46%	64,400.00	44,800.00	0.00%	51,525.00	44,800.00	0.00%	36,475.00	44,800.00	0.00%	24,537.00	44,800.00	0.00%	23,790.00	44,800.00	0.00%	653.33	44,800.00	0.00%
4110 Water	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
4120 Service Fees	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
4130 Backflow Fees	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
Total 4650 OR-LE-20 Water Income	\$ 2,871.01	\$ 64,400.00	4.46%	\$ 64,400.00	\$ 44,800.00	0.00%	\$ 51,525.00	\$ 44,800.00	0.00%	\$ 36,475.00	\$ 44,800.00	0.00%	\$ 24,537.00	\$ 44,800.00	0.00%	\$ 23,790.00	\$ 44,800.00	0.00%	\$ 653.33	\$ 44,800.00	0.00%
Total Revenue	\$ 2,871.01	\$ 67,000.00	4.28%	\$ 67,000.00	\$ 47,400.00	0.00%	\$ 52,350.00	\$ 47,400.00	0.00%	\$ 37,310.00	\$ 47,400.00	0.00%	\$ 25,374.00	\$ 47,400.00	0.00%	\$ 24,440.00	\$ 47,400.00	0.00%	\$ 653.33	\$ 47,400.00	0.00%
6000 Personnel Services	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%	12,821.25	12,821.25	100.00%
6100 Payroll Expenses	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%	1,038.85	1,038.85	100.00%
6106 Employee Health Ins	633.33	633.33	100.00%	633.33	633.33	100.00%	633.33	633.33	100.00%	633.33	633.33	100.00%	633.33	633.33	100.00%	633.33	633.33	100.00%	633.33	633.33	100.00%
6107 Employee Retirement	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%	1,224.21	1,224.21	100.00%
6108 Workers Comp	671.70	671.70	100.00%	671.70	671.70	100.00%	671.70	671.70	100.00%	671.70	671.70	100.00%	671.70	671.70	100.00%	671.70	671.70	100.00%	671.70	671.70	100.00%
Total 6000 Personnel Services	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%	\$ 16,432.61	\$ 16,432.61	100.00%
6200 OR-LE-31 Operations	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%
6210 Utilities	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%	3,000.00	-3,000.00	0.00%
6211 Utilities - Electric	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%
6212 Utilities - Other	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
Total 6210 Utilities	\$ 0.00	\$ 3,208.33	0.00%	\$ 3,208.33	\$ 3,208.33	100.00%	\$ 3,208.33	\$ 3,208.33	100.00%	\$ 3,208.33	\$ 3,208.33	100.00%	\$ 3,208.33	\$ 3,208.33	100.00%	\$ 3,208.33	\$ 3,208.33	100.00%	\$ 3,208.33	\$ 3,208.33	100.00%
6220 Operating Supplies	416.67	-416.67	0.00%	416.67	-416.67	0.00%	416.67	-416.67	0.00%	416.67	-416.67	0.00%	416.67	-416.67	0.00%	416.67	-416.67	0.00%	416.67	-416.67	0.00%
6230 Tinting Expense	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%
6240 Office Supplies	201.67	-201.67	0.00%	201.67	-201.67	0.00%	201.67	-201.67	0.00%	201.67	-201.67	0.00%	201.67	-201.67	0.00%	201.67	-201.67	0.00%	201.67	-201.67	0.00%
6250 Postage, Mailing Service	445.67	-445.67	0.00%	445.67	-445.67	0.00%	445.67	-445.67	0.00%	445.67	-445.67	0.00%	445.67	-445.67	0.00%	445.67	-445.67	0.00%	445.67	-445.67	0.00%
6260 Legal	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%	1,250.00	-1,250.00	0.00%
6270 Insurance	467.67	-467.67	0.00%	467.67	-467.67	0.00%	467.67	-467.67	0.00%	467.67	-467.67	0.00%	467.67	-467.67	0.00%	467.67	-467.67	0.00%	467.67	-467.67	0.00%
6271 Insurance - Liability, D and O	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%	804.83	804.83	100.00%
6272 Property Insurance	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
Total 6220 Operations	\$ 0.00	\$ 1,772.50	0.00%	\$ 1,772.50	\$ 1,772.50	100.00%	\$ 1,772.50	\$ 1,772.50	100.00%	\$ 1,772.50	\$ 1,772.50	100.00%	\$ 1,772.50	\$ 1,772.50	100.00%	\$ 1,772.50	\$ 1,772.50	100.00%	\$ 1,772.50	\$ 1,772.50	100.00%
6280 Bookkeeping	207.50	-207.50	0.00%	207.50	-207.50	0.00%	207.50	-207.50	0.00%	207.50	-207.50	0.00%	207.50	-207.50	0.00%	207.50	-207.50	0.00%	207.50	-207.50	0.00%
6290 Director's Fee	125.00	-125.00	0.00%	125.00	-125.00	0.00%	125.00	-125.00	0.00%	125.00	-125.00	0.00%	125.00	-125.00	0.00%	125.00	-125.00	0.00%	125.00	-125.00	0.00%
6210 Vehicle Maintenance & Repair	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
6211 Education	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%
6212 Conference, Convention, Meeting	133.33	-133.33	0.00%	133.33	-133.33	0.00%	133.33	-133.33	0.00%	133.33	-133.33	0.00%	133.33	-133.33	0.00%	133.33	-133.33	0.00%	133.33	-133.33	0.00%
Total 6210 Education	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%	\$ 2,916.67	\$ -2,916.67	0.00%
6214 Auditing	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%	4,166.67	-4,166.67	0.00%
6210 Bank/Flow Expense	358.33	-358.33	0.00%	358.33	-358.33	0.00%	358.33	-358.33	0.00%	358.33	-358.33	0.00%	358.33	-358.33	0.00%	358.33	-358.33	0.00%	358.33	-358.33	0.00%
6210 Bank Charges	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%	833.33	833.33	100.00%
6212 Merchant Services Proc Fee	52.25	-52.25	0.00%	52.25	-52.25	0.00%	52.25	-52.25	0.00%	52.25	-52.25	0.00%	52.25	-52.25	0.00%	52.25	-52.25	0.00%	52.25	-52.25	0.00%
Total 6210 Bank Charges	\$ 68.25	\$ 833.33	0.00%	\$ 833.33	\$ 833.33	100.00%	\$ 833.33	\$ 833.33	100.00%	\$ 833.33	\$ 833.33	100.00%	\$ 833.33	\$ 833.33	100.00%	\$ 833.33	\$ 833.33	100.00%	\$ 833.33	\$ 833.33	100.00%
6270 Billing Support	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%
6280 Computer Software	125.00	125.00	100.00%	125.00	125.00	100.00%	125.00	125.00	100.00%	125.00	125.00	100.00%	125.00	125.00	100.00%	125.00	125.00	100.00%	125.00	125.00	100.00%
6290 Data & Subscriptions	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%	291.67	-291.67	0.00%
6290 Fuel	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%	250.00	-250.00	0.00%
6220 Printing and Copying	148.75	-148.75	0.00%	148.																	

Terrebonne Domestic Water District

Check Detail

June 12 - July 10, 2024

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506					
06/27/2024	Expenditure	WEBPAYMENT GATEWAY SERVICES	GATEWAY SERVICES WEBPAYMENT	R	-50.74
					50.74
07/02/2024	Expenditure	MRCHNT PMNT PROC	MRCHNT PMNT PROC SETTLEMENT XXXXXXXX1135 693	C	-58.25
					58.25
10200 First Interstate -3877- General					
06/12/2024	Tax Payment	IRS	Tax Payment for Period: 06/05/2024-06/07/2024 Federal Taxes (941/943/944)	R	-2,782.57
					-2,782.57
06/12/2024	Tax Payment	OR Department of Revenue	Tax Payment for Period: 06/05/2024-06/07/2024 OR Income Tax	R	-771.40
					-771.40
06/14/2024	Expenditure	FIRST INTERSTATE BANK	SERVICE CHARGES MAY 2024	R	-143.07
					143.07
06/20/2024	Bill Payment (Check)	4128 Oregon Department of Transportation		R	-
					208,805.97
					-
					208,805.97
06/25/2024	Bill Payment (Check)	4129 ED STAUB & SONS PETROLEUM			-26.82
					-26.82
06/25/2024	Bill Payment (Check)	4130 Chris Mahr & Associates			-14,900.00
					-14,900.00
06/25/2024	Bill Payment (Check)	4131 EDGE ANALYTICAL INC			-84.00
					-84.00
06/25/2024	Bill Payment (Check)	4132 THE PRINTING POST			-606.75
					-606.75
06/26/2024	Expenditure	PACIFIC POWER	ROCKYMTN/PACIFIC POWER BILL XXXXX2481ACH PAY	R	-3,841.89
					3,841.89
06/26/2024	Check	Check #4127 US POSTAL SERVICE	Hubdoc - https://app.hubdoc.com/document/578496171 - INVCheck #4127		-319.06
			Presort Fees		319.06
07/02/2024	Bill Payment (Check)	US POSTAL SERVICE		C	-319.06
					-319.06
07/06/2024	Payroll Check	4150 Daniel J. Bruce	Pay Period: 07/01/2024-07/31/2024 Gross Pay - This is not a legal pay stub Employer Taxes Employer Retirement Contribution Edward Jones SEP Edward Jones SEP - Company Contribution OR Paid Family and Medical Leave OR Statewide Transit Taxes OR Employment Taxes OR Income Tax Federal Taxes (941/943/944)		-6,162.24 8,461.42 709.33 788.23 236.47 788.23 50.77 8.22 63.76 569.36 2,079.93
07/06/2024	Payroll Check	4151 Jennifer A. Komiskey	Pay Period: 07/01/2024-07/31/2024		-3,247.03

Terrebonne Domestic Water District

Check Detail

June 12 - July 10, 2024

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
			Gross Pay - This is not a legal pay stub		4,359.83
			Employer Taxes		374.50
			Employer Retirement Contribution		435.98
			Employer Health Ins. Contribution		631.00
			Edward Jones SEP		130.80
			Health Insurance		0.00
			Dental Insurance		0.00
			Edward Jones SEP - Company Contribution		435.98
			Health Insurance - Company Contribution		574.00
			Dental Insurance - Company Contribution		57.00
			OR Paid Family and Medical Leave		26.16
			OR Statewide Transit Taxes		4.23
			OR Employment Taxes		42.70
			OR Income Tax		274.20
			Federal Taxes (941/943/944)		1,009.21
07/07/2024	Bill Payment (Check)	4133 Robert & Patricia Kealey			-79.10
					-79.10
07/08/2024	Bill Payment (Check)	4134 EO Media Group			-148.75
					-148.75
07/08/2024	Bill Payment (Check)	4135 MILES WILHELM			-730.00
					-730.00
07/08/2024	Bill Payment (Check)	4136 TERREBONNE HARDWARE			-13.98
					-13.98
07/08/2024	Bill Payment (Check)	4137 FIRST NATIONAL BANK OMAHA			-346.38
					-346.38
07/08/2024	Bill Payment (Check)	4138 REPUBLIC SERVICES #675			-20.77
					-20.77
07/08/2024	Bill Payment (Check)	4139 MASTERCARD (FIB) #1292			-464.04
					-464.04
07/08/2024	Bill Payment (Check)	4140 MASTERCARD (FIB) #2575			-1,604.53
					-1,604.53
07/08/2024	Bill Payment (Check)	4141 AT&T MOBILITY			-126.16
					-126.16
07/08/2024	Bill Payment (Check)	4142 CENTRATEL TELEPHONE ANSWERING SERVICE			-236.65
					-236.65
07/08/2024	Bill Payment (Check)	4143 SPECIAL DISTRICTS INSURANCE SERVICES			-631.00
					-631.00
07/08/2024	Bill Payment (Check)	4144 ONE CALL CONCEPTS INC			-93.80
					-93.80

Terrebonne Domestic Water District

Check Detail

June 12 - July 10, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
07/08/2024	Bill Payment (Check)	4145	AMERICAN BUSINESS SOFTWARE INC			-66.00
						-66.00
07/08/2024	Bill Payment (Check)	4146	SAIF			-671.70
						-671.70
07/08/2024	Bill Payment (Check)	4147	REVEAL ACCOUNTING SOLUTIONS			-843.50
						-843.50
07/09/2024	Check	4148	EDWARD JONES	FBO: Daniel Bruce \$788.23 - Employer Contribution, \$236.47 Employee Contribution		-1,024.70
				Employer portion		-788.23
				Employee portion		-236.47
07/09/2024	Check	4149	EDWARD JONES	FBO: Jennifer Komiskey \$435.98- Employer Contribution, \$130.80 Employee Contribution		-566.78
				Employer portion		-435.98
				Employee portion		-130.80



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

District Managers Update

July 10th, 2024

- As you may have noticed, coming in tonight we had resurfaced the parking. It was in bad shape and took more sealer than expected. It will be protected for a while now but I'm planning on doing this more often... say a 5-year schedule.
- I was contacted by a man who owns property across the street from the district boundary and would like to connect to TDWD for water service. It is required that the board approve any connections outside the district. We already serve his neighbors to the north of him, and they are also outside of the district.

District Account Holdings

First Interstate Bank

\$30,995.17

LGIP 4845, Debt Service

\$104,391.83

LGIP 5534, Savings Fund

\$468,192.52

LGIP 6271, SDC Fund

\$72,830.64

LGIP 6272, Deposit Fund

\$14,355.57

Total All Accounts

\$690,765.73