



TERREBONNE DOMESTIC WATER DISTRICT

Terrebonne Domestic Water District

Position #1 Velda Aldose

8300 5th Terrebonne OR 97760

Phone: 54-548-2727

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Website: <https://tdwd.org/>

Position #2 Jim Wilhelm

Position #3 Kevin Byrne

Position #4 Eric Fisher

Position #5 Matt Banton

Regular Public Board Meeting January 14th, 2024

The Regular Public Board Meeting was **called to order** at 1800 hours on January 14th, with 5 directors present: Eric Fisher, Jim Wilhelm, Kevin Byrne, Velda Aldous and Matt Banton attended via Zoom. 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 December public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Velda. **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 \$6,306 in income, \$24,590 of expenses and **-\$18,283** of net income for the month of December. Current accounts showed onhand funds of \$842,949. Velda made a motion that the board accept the financial report and the checks as presented, seconded by Kevin.

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

President's Report: President has nothing to report at this time.

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

Well on 5th: Dan noted that all work on this well was completed to the satisfaction of us and the customer. As per Dan's standards the area was better than the project began.

2020 Audit: Dan was confident that this audit would be in our hands this week. This will be the last audit we have done by this vendor.

Election 2025: Dan reminded Eric, Velda and Matt that they all must register to run in the coming elections if they were inclined to continue on the board. Deadline is March to sign up.

Business Discussed: ODOT HWY 97 Project: Dan noted that this project continues to move forward. The laying of the pipe for us has not started but should be starting soon. Jim asked if

the pipe running from 11th to 13th for us would be contracted and Dan assured us it was in the plan.

SDOA Conference: The board was reminded that the SDAO conference was scheduled for 7th-9th of February. Kevin noted he would not be able to attend. Jim noted that his presentation would be on Sat the 8th at 1030 hours for anyone interested.

Other Business Discussed: None

Next Regular Board Meeting: February 11th, 2024 @ 1800 hours @ TDWD district office.

Meeting Adjourned: 1820 hours

Submitted By: Jim Wilhelm

Secretary TDWD

Recorded Action Points

Management Report

Terrebonne Domestic Water District
For the period ended January 31, 2025

Prepared on
February 11, 2025

For management use only

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Profit and Loss

January 2025

	Total
REVENUE	
40500 Investments	
45050 Interest Income	3,109.51
Total 40500 Investments	3,109.51
40550 OR-LB-20 Water Income	
41100 Water	26,512.24
41200 Service Fees	731.50
Total 40550 OR-LB-20 Water Income	27,243.74
Total Revenue	30,353.25
GROSS PROFIT	30,353.25
EXPENDITURES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	12,821.25
61030 Payroll Taxes	1,098.69
61040 Employee Health ins	631.00
61070 Employee Retirement	1,224.21
Total 61000 OR-LB- 30 Personnel Services	15,775.15
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	2,204.33
62012 Utilities - Other	120.00
Total 62010 Utilities	2,324.33
62020 Operating Supplies	742.56
62030 Testing expense	84.00
62050 Postage, Mailing Service	337.68
62070 Insurance	
62071 Insurance - Liability, D and O	311.67
62072 Property Insurance	786.50
Total 62070 Insurance	1,098.17
62080 Bookkeeping	879.89
62100 Vehicle Maintenance & Repair	975.84
62110 Education	
62212 Conference, Convention, Meeting	920.00
Total 62110 Education	920.00
62160 Bank Charges	
62161 Bank Service Fees	234.04
62162 Merchant Services Proc Fee	332.59
Total 62160 Bank Charges	566.63
62170 Billing support	179.57

	Total
62180 Computer Software	459.02
62190 Dues & Subscriptions	282.00
62200 Fuel	51.13
62220 Telephone, Telecommunications	406.54
62230 Refund	81.26
Total 62000 OR-LB-31 Operations	9,388.62
70000 Capital Outlay	
70100 System Improvements	10,097.33
70200 Equipment	5,132.29
Total 70000 Capital Outlay	15,229.62
Total Expenditures	40,393.39
NET OPERATING REVENUE	-10,640.14
NET REVENUE	\$-10,640.14

Balance Sheet

As of January 31, 2025

ASSETS		
Current Assets	Bank Accounts	10100 Bank-4506
		10200 First Interstate -3877- General
		10500 LGIP Investments
		10510 LGIP - Debit Service #4845
		10520 LGIP Investment Fund #5534
		10530 LGIP - SDC Fund #6271
		15340 LGIP Deposit Fund #6272
	Total 10500 LGIP Investments	9,353.35
		22,372.52
		107,547.64
Other Current Assets		11500 Water Bills Receivable
		14000 Inventory
		14200 Prepaid Expenses
	Total Other Current Assets	-4,468.29
		6,451.05
		14,952.96
	Total Bank Accounts	808,345.25
		776,619.38
		14,789.56
		75,032.34
Fixed Assets		15000 Equipment
		15100 Water System
		15200 Water Rights Asset
		15300 Land
		15400 Easements & Permits
		15600 Vehicles
		15610 Chevy Silverado HD2500 2011
	Total 15600 Vehicles	39,993.00
		39,993.00
		-1,513,508.99
TOTAL ASSETS		\$3,118,854.25
LIABILITIES AND EQUITY		
Liabilities	Current Liabilities	
	Accounts Payable	
	20000 Accounts Payable	9,396.48
	Total Accounts Payable	9,396.48
Other Current Liabilities		
	24300 Payroll payable	1,918.62
	25000 Customer deposits payable	38,788.67

	Total
Total Other Current Liabilities	40,707.29
Total Current Liabilities	50,103.77
Total Liabilities	50,103.77
Equity	
32000 Retained Earnings S	1,082,764.26
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Revenue	85,835.07
Total Equity	3,068,750.48
TOTAL LIABILITIES AND EQUITY	\$3,118,854.25

Terrebonne Domestic Water District

Statement of Activity Comparison

July 2024 - January 2025

	TOTAL	
	JUL 2024 - JAN 2025	JUL 2023 - JAN 2024 (PY)
Revenue		
40500 Investments		
45050 Interest Income	21,848.87	21,495.27
Total 40500 Investments	21,848.87	21,495.27
40550 OR-LB-20 Water Income		
41100 Water	289,790.27	273,131.43
41200 Service Fees	6,898.02	5,133.20
41300 Backflow Fees	0.00	6,097.50
Total 40550 OR-LB-20 Water Income	296,688.29	284,362.13
41600 System Development Fees	0.00	235.00
Total Revenue	\$318,537.16	\$306,092.40
GROSS PROFIT	\$318,537.16	\$306,092.40
Expenditures		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	89,967.01	80,629.67
61030 Payroll Taxes	7,317.87	6,511.72
61040 Employee Health ins	4,417.00	4,100.95
61070 Employee Retirement	8,569.47	7,587.52
61080 Workers Comp	2,101.08	2,536.83
Total 61000 OR-LB- 30 Personnel Services	112,372.43	101,366.69
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	27,922.60	22,669.27
62012 Utilities - Other	2,049.17	1,649.99
Total 62010 Utilities	29,971.77	24,319.26
62020 Operating Supplies	2,413.72	1,168.42
62030 Testing expense	477.00	534.00
62040 Office Supplies	493.10	788.98
62050 Postage, Mailing Service	2,513.38	2,764.38
62060 Legal	10,740.70	2,776.25
62070 Insurance		
62071 Insurance - Liability, D and O	2,801.67	5,152.51
62072 Property Insurance	5,072.00	1,534.76
Total 62070 Insurance	7,873.67	6,687.27
62080 Bookkeeping	6,026.09	5,356.78
62100 Vehicle Maintenance & Repair	985.33	67.96
62110 Education		
62114 Travel	155.56	51.75
62212 Conference, Convention, Meeting	1,295.00	460.00
Total 62110 Education	1,450.56	511.75

Terrebonne Domestic Water District

Statement of Activity Comparison

July 2024 - January 2025

	TOTAL	
	JUL 2024 - JAN 2025	JUL 2023 - JAN 2024 (PY)
62140 Auditing	597.50	
62150 Backflow Expense		6,365.00
62160 Bank Charges		
62161 Bank Service Fees	1,069.20	1,616.19
62162 Merchant Services Proc Fee	6,191.46	4,733.77
Total 62160 Bank Charges	7,260.66	6,349.96
62170 Billing support	1,778.91	944.01
62180 Computer Software	3,114.02	2,028.24
62190 Dues & Subscriptions	1,818.41	2,091.31
62200 Fuel	1,280.75	1,044.97
62210 Printing and Copying	33.75	115.00
62220 Telephone, Telecommunications	3,559.69	3,523.27
62230 Refund	802.07	1,244.51
Total 62000 OR-LB-31 Operations	83,191.08	68,681.32
70000 Capital Outlay		
70100 System Improvements	32,006.29	30,533.88
70200 Equipment	5,132.29	
Total 70000 Capital Outlay	37,138.58	30,533.88
Total Expenditures	\$232,702.09	\$200,581.89
NET OPERATING REVENUE	\$85,835.07	\$105,510.51
NET REVENUE	\$85,835.07	\$105,510.51

Terrebonne Domestic Water District

Statement of Activity Comparison

January 2025

	TOTAL	
	JAN 2025	JAN 2024 (PY)
Revenue		
40500 Investments		
45050 Interest Income	3,109.51	3,549.48
Total 40500 Investments	3,109.51	3,549.48
40550 OR-LB-20 Water Income		
41100 Water	26,512.24	25,678.49
41200 Service Fees	731.50	795.00
41300 Backflow Fees		0.00
Total 40550 OR-LB-20 Water Income	27,243.74	26,473.49
41600 System Development Fees	0.00	0.00
Total Revenue	\$30,353.25	\$30,022.97
GROSS PROFIT	\$30,353.25	\$30,022.97
Expenditures		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	12,821.25	11,475.01
61030 Payroll Taxes	1,098.69	984.52
61040 Employee Health ins	631.00	585.85
61070 Employee Retirement	1,224.21	1,095.84
61080 Workers Comp	0.00	252.90
Total 61000 OR-LB- 30 Personnel Services	15,775.15	14,394.12
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	2,204.33	1,984.23
62012 Utilities - Other	120.00	560.77
Total 62010 Utilities	2,324.33	2,545.00
62020 Operating Supplies	742.56	119.85
62030 Testing expense	84.00	
62040 Office Supplies		115.00
62050 Postage, Mailing Service	337.68	250.94
62060 Legal		888.75
62070 Insurance		
62071 Insurance - Liability, D and O	311.67	415.00
62072 Property Insurance	786.50	714.25
Total 62070 Insurance	1,098.17	1,129.25
62080 Bookkeeping	879.89	784.78
62100 Vehicle Maintenance & Repair	975.84	
62110 Education		
62212 Conference, Convention, Meeting	920.00	460.00
Total 62110 Education	920.00	460.00

Terrebonne Domestic Water District

Statement of Activity Comparison

January 2025

	TOTAL	
	JAN 2025	JAN 2024 (PY)
62160 Bank Charges		
62161 Bank Service Fees	234.04	274.76
62162 Merchant Services Proc Fee	332.59	365.21
Total 62160 Bank Charges	566.63	639.97
62170 Billing support	179.57	197.03
62180 Computer Software	459.02	898.24
62190 Dues & Subscriptions	282.00	308.00
62200 Fuel	51.13	178.61
62210 Printing and Copying		115.00
62220 Telephone, Telecommunications	406.54	359.44
62230 Refund	81.26	162.11
Total 62000 OR-LB-31 Operations	9,388.62	9,151.97
70000 Capital Outlay		
70100 System Improvements	10,097.33	
70200 Equipment	5,132.29	
Total 70000 Capital Outlay	15,229.62	
Total Expenditures	\$40,393.39	\$23,546.09
NET OPERATING REVENUE	\$-10,040.14	\$6,476.88
NET REVENUE	\$-10,040.14	\$6,476.88

Terrebonne Domesti
Budget vs. Actuals: FY 21
July 2024 - Ju

	Jul 2024			Aug 2024			Sep 2024			Oct 2024			Nov 2024			Dec 2024		
	Actual	% of Budget		Actual	% of Budget		Actual	% of Budget		Actual	% of Budget		Actual	% of Budget		Actual	% of Budget	
		Budget	over Budget		Budget	over Budget		Budget	over Budget		Budget	over Budget		Budget	over Budget		Budget	over Budget
Revenue																		
40500 Investments	3,037.91	2,600.00	437.91	116.84%	3,042.63	2,600.00	442.63	117.02%	3,049.80	2,600.00	449.80	117.29%	3,307.10	2,600.00	3,138.01	120.69%	3,164.11	121.70%
40500 Interest Income																		
Total 40500 Investments	\$ 3,037.91	\$ 2,600.00	\$ 437.91	116.84%	\$ 3,042.63	\$ 2,600.00	\$ 442.63	117.02%	\$ 3,049.80	\$ 2,600.00	\$ 449.80	117.29%	\$ 3,307.10	\$ 2,600.00	\$ 3,138.01	120.69%	\$ 3,164.11	\$ 121.70%
40500 OR-LB-20 Water Income	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
41100 Water	65,970.69	64,998.00	972.69	101.51%	65,440.80	64,400.00	1,040.80	101.62%	63,620.22	63,525.00	95.22	100.55%	60,274.00	63,475.00	3,738.89	114.01%	61,407.89	96.00%
41200 Sewer	184.35	63.33	121.02	192.74%	1,050.00	63.33	1,650.00	2604.74%	1,237.02	63.33	1,173.69	1853.24%	1,196.00	63.33	1,465.15	2313.64%	910.00	76.67%
41300 Building Fees	566,152.04	563,238.66	2,913.38	99.49%	566,652.80	563,238.66	3,414.14	99.51%	565,107.24	563,238.66	1,868.58	99.44%	561,269.00	563,238.66	-1,969.66	-0.35%	560,333.33	-0.04%
41600 System Development Fees	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
Total 40500 OR-LB-20 Water Income	\$ 66,152.04	\$ 66,328.66	\$ -176.62	99.74%	\$ 66,652.80	\$ 66,328.66	\$ 324.14	101.51%	\$ 65,107.24	\$ 66,328.66	\$ -1,221.42	98.34%	\$ 61,269.00	\$ 66,328.66	\$ -5,059.66	-7.63%	\$ 61,448.83	-12.79%
41600 System Development Fees	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
Total Revenue	\$ 69,192.85	\$ 68,928.66	\$ 264.19	100.39%	\$ 69,674.63	\$ 68,341.66	\$ 1,332.97	101.81%	\$ 67,168.84	\$ 67,468.66	\$ -299.82	100.89%	\$ 64,678.70	\$ 67,468.66	\$ -2,789.96	-4.14%	\$ 63,064.84	-23.19%
Gross Profit	\$ 69,192.85	\$ 68,928.66	\$ 264.19	100.39%	\$ 69,674.63	\$ 68,341.66	\$ 1,332.97	101.81%	\$ 67,168.84	\$ 67,468.66	\$ -299.82	100.89%	\$ 64,678.70	\$ 67,468.66	\$ -2,789.96	-4.14%	\$ 63,064.84	-23.19%
Expenditures																		
61000 OR-LB-30 Personnel Services	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
61020 Payroll Expenses	12,821.25	12,821.25	0.00	100.00%	12,821.25	12,821.25	0.00	100.00%	12,821.25	12,821.25	0.00	100.00%	12,821.25	12,821.25	0.00	100.00%	12,821.25	100.00%
61030 Payroll Taxes	1,093.85	1,077.00	16.85	101.61%	1,023.52	1,023.52	0.00	100.00%	1,023.52	1,077.00	-53.48	-5.06%	1,023.52	1,077.00	-53.48	-5.06%	1,041.22	1.00%
61040 Employee Health Ins	631.00	633.33	-2.33	99.63%	631.00	633.33	-2.33	99.63%	631.00	633.33	-2.33	99.63%	631.00	633.33	-2.33	99.63%	631.00	99.63%
61070 Employee Retirement	1,224.21	1,224.25	-0.04	100.00%	1,224.21	1,224.25	-0.04	100.00%	1,224.21	1,224.25	-0.04	100.00%	1,224.21	1,224.25	-0.04	100.00%	1,224.21	99.97%
61080 Workers Comp	671.70	316.50	355.20	212.23%	0.00	316.50	-316.50	0.00%	757.68	316.50	441.18	233.95%	0.00	316.50	-316.50	0.00%	671.70	212.23%
Total 61000 OR-LB-30 Personnel Services	\$ 16,432.81	\$ 16,072.33	\$ 360.48	102.24%	\$ 15,898.88	\$ 16,072.33	\$ -173.45	97.85%	\$ 16,457.67	\$ 16,072.33	\$ 385.34	102.40%	\$ 15,699.89	\$ 16,072.33	\$ -372.44	97.85%	\$ 16,607.44	103.33%
62000 OR-LB-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
62010 Utilities	5,704.19	3,000.00	2,704.19	190.14%	5,851.28	3,000.00	2,851.28	195.04%	5,270.18	3,000.00	2,270.18	175.67%	4,220.70	3,000.00	1,220.70	140.69%	4,220.70	140.69%
62010 Utilities - Electric	5,704.19	3,000.00	2,704.19	190.14%	5,851.28	3,000.00	2,851.28	195.04%	5,270.18	3,000.00	2,270.18	175.67%	4,220.70	3,000.00	1,220.70	140.69%	4,220.70	140.69%
62010 Utilities - Other	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
Total 62010 Utilities	\$ 5,704.19	\$ 3,000.00	\$ 2,704.19	190.14%	\$ 5,851.28	\$ 3,000.00	\$ 2,851.28	195.04%	\$ 5,270.18	\$ 3,000.00	\$ 2,270.18	175.67%	\$ 4,220.70	\$ 3,000.00	\$ 1,220.70	140.69%	\$ 4,220.70	140.69%
62020 Operating Supplies	673.38	416.67	256.71	161.71%	466.67	416.67	50.00	111.78%	466.67	416.67	50.00	111.78%	466.67	416.67	50.00	111.78%	466.67	111.78%
62030 Testing Expense	84.00	250.00	-166.00	33.60%	84.00	250.00	-166.00	33.60%	84.00	250.00	-166.00	33.60%	84.00	250.00	-166.00	33.60%	84.00	33.60%
62040 Office Supplies	338.24	291.67	46.57	116.14%	350.00	291.67	58.33	120.00%	337.68	291.67	46.01	157.78%	284.00	291.67	-7.67	-2.63%	334.18	114.58%
62050 Postage, Mailing Service	4,500.00	1,250.00	3,250.00	260.00%	0.00	1,250.00	-1,250.00	0.00%	1,254.00	1,250.00	4.00	100.32%	1,795.00	1,250.00	545.00	43.60%	1,795.00	43.60%
62060 Legal	415.00	457.67	-42.67	90.74%	415.00	457.67	-42.67	90.74%	415.00	457.67	-42.67	90.74%	415.00	457.67	-42.67	90.74%	415.00	90.74%
62070 Insurance - Liability, D and O	714.25	804.83	-90.58	87.73%	714.25	804.83	-90.58	87.73%	714.25	804.83	-90.58	87.73%	714.25	804.83	-90.58	87.73%	714.25	87.73%
Total 62070 Insurance	\$ 1,129.25	\$ 1,272.50	\$ -143.25	87.73%	\$ 1,129.25	\$ 1,272.50	\$ -143.25	87.73%	\$ 1,129.25	\$ 1,272.50	\$ -143.25	87.73%	\$ 1,129.25	\$ 1,272.50	\$ -143.25	87.73%	\$ 1,129.25	87.73%
62080 Bookkeeping	843.50	833.33	10.17	101.22%	843.50	833.33	10.17	101.22%	843.50	833.33	10.17	101.22%	843.50	833.33	10.17	101.22%	843.50	101.22%
62090 Directors Fees	207.50	207.50	0.00	100.00%	207.50	207.50	0.00	100.00%	207.50	207.50	0.00	100.00%	207.50	207.50	0.00	100.00%	207.50	100.00%
62100 Vehicle Maintenance & Repair	9.49	125.00	-115.51	7.99%	0.00	125.00	-125.00	0.00%	0.00	125.00	-125.00	0.00%	0.00	125.00	-125.00	0.00%	0.00	0.00%
62110 Education	131.72	166.67	-34.95	79.03%	23.84	166.67	-142.83	14.30%	143.00	166.67	-123.67	86.00%	143.00	166.67	-123.67	86.00%	143.00	86.00%
62114 Travel	131.72	166.67	-34.95	79.03%	23.84	166.67	-142.83	14.30%	143.00	166.67	-123.67	86.00%	143.00	166.67	-123.67	86.00%	143.00	86.00%
62122 Conference, Convention, Meeting	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%
Total 62122 Conference, Convention, Meeting	\$ 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%
62120 Contract Labor	2,916.67	2,916.67	0.00	100.00%	2,916.67	2,916.67	0.00	100.00%	2,916.67	2,916.67	0.00	100.00%	2,916.67	2,916.67	0.00	100.00%	2,916.67	100.00%
62140 Auditing	597.50	4,166.67	-3,569.17	14.34%	4,166.67	4,166.67	0.00	100.00%	4,166.67	4,166.67	0.00	100.00%	4,166.67	4,166.67	0.00	100.00%	4,166.67	100.00%
62150 Backflow Expense	358.33	358.33	0.00	100.00%	358.33	358.33	0.00	100.00%	358.33	358.33	0.00	100.00%	358.33	358.33	0.00	100.00%	358.33	100.00%
62160 Bank Charges	833.33	833.33	0.00	100.00%	833.33	833.33	0.00	100.00%	833.33	833.33	0.00	100.00%	833.33	833.33	0.00	100.00%	833.33	100.00%
62181 Bank Service Fees	135.67	135.67	0.00	100.00%	135.67	135.67	0.00	100.00%	135.67	135.67	0.00	100.00%	135.67	135.67	0.00	100.00%	135.67	100.00%
Total 62181 Bank Service Fees	\$ 135.67	\$ 135.67	\$ 0.00	100.00%	\$ 135.67	\$ 135.67	\$ 0.00	100.00%	\$ 135.67	\$ 135.67	\$ 0.00	100.00%	\$ 135.67	\$ 135.67	\$ 0.00	100.00%	\$ 135.67	100.00%
62182 Merchant Service Proc Fee	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%
Total 62182 Merchant Service Proc Fee	\$ 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%
62190 Bank Card Charges	1,072.08	833.33	238.75	128.60%	1,171													

ic Water District
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	Jan 2025			Feb 2025			Mar 2025			Apr 2025			May 2025			Jun 2025			Total				
	Actual	Budget	% of	Actual	Budget	% of	Actual	Budget	% of	Actual	Budget	% of	Actual	Budget	% of	Actual	Budget	% of	Actual	Budget	% of		
	over Budget			over Budget			over Budget			over Budget			over Budget			over Budget			over Budget				
\$ 3,109.51	2,600.00	509.51	119.60%	0.00	0.00	0.00	2,600.00	-2,600.00	0.00%	0.00	2,600.00	-2,600.00	0.00%	0.00	2,600.00	-2,600.00	0.00%	0.00	21,848.87	31,200.00	-9,351.13	70.03%	
\$ 3,109.51	\$ 2,600.00	\$ 509.51	119.60%	\$ 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	\$ 21,848.87	\$ 31,200.00	\$ -9,351.13	70.03%	
26,512.24	23,250.00	3,262.24	114.03%	0.00	0.00	0.00	23,250.00	-23,250.00	0.00%	0.00	23,250.00	-23,250.00	0.00%	0.00	37,300.00	-37,300.00	0.00%	0.00	293,818.87	460,000.00	-166,181.13	63.97%	
731.50	833.33	-101.83	87.78%	0.00	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	833.33	-833.37	0.00%	8,888.02	10,000.00	-3,101.98	68.88%		
\$ 27,243.74	\$ 24,081.66	\$ 3,162.08	110.79%	\$ 20,693.06	\$ 20,693.06	100.00%	\$ 508.33	-508.33	0.00%	\$ 508.33	-508.33	0.00%	\$ 508.33	-508.33	0.00%	\$ 508.33	-508.37	0.00%	\$ 300,716.89	\$ 470,000.00	\$ -169,283.11	63.47%	
\$ 30,383.25	\$ 27,191.66	\$ 3,191.59	111.83%	\$ 23,183.06	\$ 23,183.06	148.25%	\$ 0.00	\$ 27,191.66	\$ -27,191.66	0.00%	\$ 0.00	\$ 32,716.66	\$ -32,716.66	0.00%	\$ 0.00	\$ 41,241.66	\$ -41,241.66	0.00%	\$ 322,685.76	\$ 507,300.00	\$ -184,614.24	63.88%	
\$ 30,383.25	\$ 27,191.66	\$ 3,191.59	111.83%	\$ 23,183.06	\$ 23,183.06	148.25%	\$ 0.00	\$ 27,191.66	\$ -27,191.66	0.00%	\$ 0.00	\$ 32,716.66	\$ -32,716.66	0.00%	\$ 0.00	\$ 41,241.66	\$ -41,241.66	0.00%	\$ 322,685.76	\$ 507,300.00	\$ -184,614.24	63.88%	
12,821.25	12,821.25	0.00	100.00%	0.00	0.00	0.00	12,821.25	-12,821.25	0.00%	0.00	12,821.25	-12,821.25	0.00%	0.00	12,821.25	-12,821.25	0.00%	102,788.26	153,855.00	-51,066.74	66.11%		
1,098.69	1,077.00	21.69	102.01%	1,098.69	1,077.00	102.01%	1,077.00	-21.69	0.00%	1,077.00	-21.69	0.00%	1,077.00	-21.69	0.00%	1,077.00	-21.69	0.00%	8,477.55	12,924.00	-4,446.45	65.13%	
631.00	633.33	-2.33	99.63%	631.00	633.33	-2.33	633.33	-633.33	0.00%	633.33	-633.33	0.00%	633.33	-633.33	0.00%	633.33	-633.37	0.00%	5,046.00	7,000.00	-2,954.00	66.42%	
1,224.21	1,224.21	0.00	100.00%	1,224.21	1,224.21	0.00%	1,224.21	-1,224.21	0.00%	1,224.21	-1,224.21	0.00%	1,224.21	-1,224.21	0.00%	1,224.21	-1,224.25	0.00%	9,753.88	14,691.00	-4,937.12	66.99%	
\$ 15,776.15	\$ 16,072.33	\$ -297.18	88.16%	\$ 208.19	\$ 16,072.33	\$ 1,290.14	\$ 16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.37	\$ 162,968.00	\$ 84,719.43	\$ 78,248.57	92.47%
\$ 15,776.15	\$ 16,072.33	\$ -297.18	88.16%	\$ 208.19	\$ 16,072.33	\$ 1,290.14	\$ 16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.33	0.00%	\$ 0.00	\$ 16,072.33	\$ -16,072.37	\$ 162,968.00	\$ 84,719.43	\$ 78,248.57	92.47%
2,204.33	3,000.00	-795.67	73.46%	0.00	0.00	0.00	3,000.00	-3,000.00	0.00%	0.00	3,000.00	-3,000.00	0.00%	0.00	3,000.00	-3,000.00	0.00%	27,922.60	36,000.00	-8,077.40	77.56%		
120.00	208.33	-88.33	57.60%	21.39	208.33	-186.94	102.77%	208.33	-208.33	0.00%	208.33	-208.33	0.00%	208.33	-208.37	-0.04	0.00%	2,075.56	2,500.00	-424.44	82.62%		
\$ 2,224.33	\$ 3,008.33	\$ -784.00	72.46%	\$ 21.39	\$ 3,008.33	\$ -3,008.33	\$ 0.00	\$ 3,008.33	\$ -3,008.33	\$ 0.00	\$ 3,008.33	\$ -3,008.33	\$ 0.00	\$ 3,008.33	\$ -3,008.37	-0.04	0.00%	\$ 2,075.56	\$ 2,500.00	\$ -424.44	82.62%		
742.58	416.67	325.91	112.21%	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%	4,477.55	5,000.00	-522.45	84.75%	
84.00	250.00	-166.00	33.60%	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%	477.00	3,000.00	-2,523.00	15.90%	
291.67	291.67	0.00	100.00%	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%	493.10	3,000.00	-2,506.90	14.94%	
337.68	416.67	-82.99	81.04%	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%	2,513.38	5,000.00	-2,486.62	50.27%	
\$ 1,250.00	\$ 1,250.00	\$ 0.00	100.00%	\$ 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%	10,797.70	15,000.00	-4,202.30	71.98%	
311.67	467.67	-156.00	66.64%	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%	2,891.67	5,912.00	-3,020.33	49.92%	
786.50	804.83	-18.33	97.72%	804.83	804.83	0.00%	804.83	-804.83	0.00%	804.83	-804.83	0.00%	804.83	-804.83	0.00%	804.83	-804.87	-0.04	5,072.00	9,658.00	-4,586.00	52.52%	
\$ 1,089.17	\$ 1,272.50	\$ -183.33	86.30%	\$ 0.00	\$ 1,272.50	\$ -1,272.50	\$ 0.00	\$ 1,272.50	\$ -1,272.50	\$ 0.00	\$ 1,272.50	\$ -1,272.50	\$ 0.00	\$ 1,272.50	\$ -1,272.50	\$ 0.00	\$ 1,272.50	\$ -1,272.56	\$ 1,673.87	\$ 16,270.00	\$ -14,596.13	89.69%	
873.33	833.33	40.00	100.00%	833.33	833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.37	0.00%	6,028.09	10,000.00	-3,971.91	60.29%	
879.88	207.50	672.38	324.00%	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%	0.00	2,460.00	-2,460.00	0.00%	0.00%
975.84	125.00	850.84	760.67%	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%	985.33	1,500.00	-514.67	65.68%	
833.33	833.33	0.00	100.00%	833.33	833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	-833.33	0.00%	833.33	-83.37	0.00%	0.00	1,000.00	-1,000.00	0.00%	0.00%
166.67	166.67	0.00	100.00%	166.67	166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.63	-0.04	0.00%	155.46	2,000.00	-1,844.54	77.64%	
\$ 920.00	\$ 333.33	\$ 586.67	260.00%	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.37	-0.04	0.00%	\$ 1,295.00	\$ 1,000.00	\$ 295.00	80.94%		
\$ 920.00	\$ 333.33	\$ 586.67	260.00%	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.33	\$ 0.00	\$ 333.33	\$ -333.37	-0.04	0.00%	\$ 1,295.00	\$ 1,000.00	\$ 295.00	80.94%		
568.63	833.33	-264.70	68.00%	165.10	833.33	-668.23	19.81%	833.33	0.00%	833.33	0.00%	833.33	0.00%	833.33	0.00%	833.33	0.00%	833.37	0.00%	\$ 1,456.66	\$ 4,000.00	\$ -2,543.34	36.16%
179.57	291.67	-112.10	61.57%	70.40	291.67	-221.27	24.14%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.63	0.00%	1,869.31	3,500.00	-1,630.69	52.84%
459.02	125.00	334.02	387.22%	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%	3,114.02	1,500.00	1,614.02	207.60%	
282.00	291.67	-9.67	96.83%	336.37	291.67	44.70	115.33%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.67	0.00%	291.63	0.00%	2,154.78	3,500.00	-1,345.22	61.57%
51.13	250.00	-198.87	20.45%	34.00	250.00	-216.00	13.60%	250.00	0.00%	250.00	0.00%	250.00	0.00%	250.00	0.00%	250.00	0.00%	250.00	0.00%	1,314.75	3,000.00	-1,685.25	43.83%
408.84	541.67	-132.83	75.05%	541.67	541.67	0.00%	541.67	-541.67	0.00%	541.67	-541.67	0.00%	541.67	-541.67	0.00%	541.63	-0.04	0.00%	3,558.69	6,500.00	-2,941.31	54.70%	
81.28	166.67	-85.41	48.77%	166.67	166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	166.67	-166.67	0.00%	1><							

Terrebonne Domestic Water District

Check Detail

January 15 - February 11, 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
02/03/2025	Expenditure		MRCHNT PMNT PROC	MRCHNT PMNT PROC SETTLEMENT XXXXXXXX1135 693	C	-93.25
						93.25
02/05/2025	Expenditure		WEBPAYMENT GATEWAY SERVICES	GATEWAY SERVICES WEBPAYM / GATEWAY SERVICES WEBPAYMENT	C	-71.85
						71.85
10200 First Interstate -3877- General						
01/15/2025	Expenditure		FIRST INTERSTATE BANK	SERVICE CHARGES DECEMBER 2024	R	-134.04
						134.04
01/28/2025	Bill Payment (Check)	4301	Blackrock Contracting Inc			-
						1,800.00
						-
						1,800.00
01/28/2025	Bill Payment (Check)	4302	ED STAUB & SONS PETROLEUM		C	-51.13
						-51.13
01/28/2025	Bill Payment (Check)	4303	H.D. FOWLER COMPANY		C	-185.20
						-185.20
01/28/2025	Bill Payment (Check)	4304	LES SCHWAB TIRE CENTER		R	-975.84
						-975.84
01/28/2025	Bill Payment (Check)	4305	EDGE ANALYTICAL INC		C	-84.00
						-84.00
01/29/2025	Expenditure		PACIFIC POWER	ROCKYMTN/PACIFIC POWER BILL XXXXX8191ACH PAY	R	-
						2,204.33
						2,204.33
01/30/2025	Tax Payment		QuickBooks Payroll	Tax Payment OR Statewide Transit Taxes	R	-37.57
						-37.57
01/30/2025	Tax Payment		QuickBooks Payroll	Tax Payment OR Paid Family and Medical Leave	R	-232.09
						-232.09
01/30/2025	Tax Payment		QuickBooks Payroll	Tax Payment OR Employment Taxes	R	-139.46
						-139.46
02/05/2025	Bill Payment (Check)	4306	Cherrie Stonerock			-81.26
						-81.26
02/05/2025	Bill Payment (Check)	4307	Correct Equipment, Inc			-
						5,132.29
						-
						5,132.29
02/05/2025	Bill Payment (Check)	4308	REVEAL ACCOUNTING SOLUTIONS			-879.89
						-879.89
Tuesday, February 11, 2025 12:02 PM GMT-08:00						1/3

Terrebonne Domestic Water District

Check Detail

January 15 - February 11, 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
02/05/2025	Bill Payment (Check)	4309	MASTERCARD (FIB) #1292			-56.00
						-56.00
02/05/2025	Bill Payment (Check)	4310	MASTERCARD (FIB) #2575			-
						1,992.46
						-
						1,992.46
02/05/2025	Bill Payment (Check)	4311	FIRST NATIONAL BANK OMAHA			-179.99
						-179.99
02/05/2025	Bill Payment (Check)	4312	TDS			-167.59
						-167.59
02/05/2025	Bill Payment (Check)	4313	SPECIAL DISTRICTS INSURANCE SERVICES			-631.00
						-631.00
02/05/2025	Bill Payment (Check)	4314	AMERICAN BUSINESS SOFTWARE INC			-70.40
						-70.40
02/05/2025	Bill Payment (Check)	4315	AMERICAN WATER WORKS			-276.00
						-276.00
02/06/2025	Payroll Check	4323	Jennifer A. Komiskey	Pay Period: 02/01/2025-02/28/2025		-
						3,251.17
				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		274.60
				Federal Taxes (941/943/944)		1,004.67
02/06/2025	Payroll Check	4322	Daniel J. Bruce	Pay Period: 02/01/2025-02/28/2025		-
						6,171.33
				Gross Pay - This is not a legal pay stub		8,461.42
				Employer Taxes		725.19
				Employer Retirement Contribution		788.23
				Edward Jones SEP		236.47
				Edward Jones SEP - Company Contribution		788.23
				OR Paid Family and Medical Leave		50.77
				OR Statewide Transit Taxes		6.22
				OR Employment Taxes		79.62
				OR Income Tax		569.36

Terrebonne Domestic Water District

Check Detail

January 15 - February 11, 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Federal Taxes (941/943/944)		2,070.84
02/06/2025	Tax Payment		QuickBooks Payroll	Tax Payment	C	-
				Federal Taxes (941/943/944)		4,131.16
				OR Income Tax		-
				OR Employment Taxes		3,075.51
				OR Statewide Transit Taxes		-843.96
				OR Paid Family and Medical Leave		-122.31
						-12.45
						-76.93
02/11/2025	Check	4316	EDWARD JONES	FBO: Daniel Bruce \$788.23 - Employer Contribution, \$236.47 Employee Contribution		-
				Employer portion		1,024.70
				Employee portion		-788.23
						-236.47
02/11/2025	Check	4317	EDWARD JONES	FBO: Jennifer Komiskey \$435.98- Employer Contribution, \$130.80 Employee Contribution		-566.78
				Employer portion		-435.98
				Employee portion		-130.80
02/11/2025	Bill Payment (Check)	4318	OAWU			-336.37
						-336.37
02/11/2025	Bill Payment (Check)	4319	LOCAL GOVERNMENT LAW GROUP PC			-57.00
						-57.00
02/11/2025	Bill Payment (Check)	4320	ED STAUB & SONS PETROLEUM			-34.00
						-34.00
02/11/2025	Bill Payment (Check)	4321	REPUBLIC SERVICES #675			-21.39
						-21.39



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

SDAO Training Review

The following is a list of items or procedures that were gathered by Eric Fisher while attending a SDAO training on Board Member Relations, Expectations and Ethics. The board agreed that it would outline these objectives and move forward with them in the coming year.

1. Any vote by the board needs at least a quorum of the board to pass. In the case of a five member board like ours that number is three or more.
2. The board can delegate policy to the District Manager but can not delegate any actions on ordinances or resolutions.
3. The board can authorize the District Manager to spend district funds. We need to have a policy to reflect the deadlines we would like to set down.
4. We need to review and update our policy for FOIA requests and update them.
5. We need to review and update our policy on travel and expenses.
6. We need to review and update our policy on board compensation taking into account that this number can not be more than \$50 per meeting day. Consider allowing more than one day per month.
7. Consider producing a "State of the Company" letter each year, Could be sent to customers along with a Budget Message.
8. Would like to see a more comprehensive and documented review of District Manager performance and goals. Do yearly at budget time.
9. Need to better move from regular meetings to executive meetings and back again.
10. Need to set up a policy and authorization to allow the District manager to act as Districts agent.
11. Any and all paperwork present at any meetings by anyone must be added to the records of that meeting. This would include any information provided by the public.
12. Address the need to save any notes taken by any board member during any meeting of the board.
13. Any time an ordinance or resolution is passed two copies should be taken to the county clerk's office. Both copies should be notarized and one is to be retained by the clerk and one by the District. We may need to back check every ordinance we have and get this done.
14. Need a policy to allow District manager to accept emergency fund for the District
15. Would like to set/review our mission statement and vision.



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

District Managers Update

February 11th, 2025

- We have finally received our replacement production meter to replace the current meter that has a dead battery and does not work. The meter was ordered back in June but just arrived. That will be installed as soon as a few more parts needed to do the replacement come in.
- Our 2020 audit is finally complete! Now that now allows the new auditor to really get moving on to the next four audits. I have no completion date, but it sounds like they may have it done fairly quick. I should no more soon and will keep everyone updated. If we can get them done we will be all caught up and have that behind us!

District Account Holdings

First Interstate Bank

\$34,451.15

LGIP 4845, Debt Service

\$107,547.64

LGIP 5534, Savings Fund

\$579,249.84

LGIP 6271, SDC Fund

\$75,032.34

LGIP 6272, Deposit Fund

\$14,789.56

Total All Accounts

\$811,070.53