

Management Report

Terrebonne Domestic Water District
For the period ended April 30, 2022

Prepared on

May 10, 2022

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Profit and Loss

April 2022

	Total
INCOME	
40500 Investments	
45050 Interest Income	296.48
Total 40500 Investments	296.48
40550 OR-LB-20 Water Income	
41100 Water	26,750.13
41200 Service Fees	1,275.00
41500 Debt Reduction Charge	2,845.15
Total 40550 OR-LB-20 Water Income	30,870.28
Total Income	31,166.76
GROSS PROFIT	
	31,166.76
EXPENSES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	10,696.00
61030 Payroll Taxes	914.70
61040 Employee Health ins	1,204.28
61070 Employee Retirement	1,011.70
61080 Workers Comp	206.11
Total 61000 OR-LB- 30 Personnel Services	14,032.79
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	1,518.04
62012 Utilities - Other	83.46
Total 62010 Utilities	1,601.50
62020 Operating Supplies	60.80
62030 Testing expense	74.00
62040 Office Supplies	177.92
62050 Postage, Mailing Service	798.63
62070 Insurance	
62071 Insurance - Liability, D and O	89.00
62072 Property Insurance	763.58
Total 62070 Insurance	852.58
62080 Bookkeeping	703.50
62100 Vehicle Maintenance & Repair	16.49
62160 Bank Charges	
62161 Bank Service Fees	97.97
62162 Merchant Services Proc Fee	366.95
Total 62160 Bank Charges	464.92
62170 Billing support	474.95
62180 Computer Software	14.99
62220 Telephone, Telecommunications	455.84
62230 Refund	88.69

	Total
Total 62000 OR-LB-31 Operations	5,784.81
Total Expenses	19,817.60
NET OPERATING INCOME	11,349.16
NET INCOME	\$11,349.16

Balance Sheet

As of April 30, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	34,605.79
10200 First Interstate -3877- General	42,333.11
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	51,948.53
10520 LGIP Investment Fund #5534	440,389.46
10530 LGIP - SDC Fund #6271	67,256.68
15340 LGIP Deposit Fund #6272	13,256.90
Total 10500 LGIP Investments	572,851.57
Total Bank Accounts	649,790.47
Other Current Assets	
11500 Water Bills Receivable	9,900.80
14000 Inventory	6,451.05
14200 Prepaid Expenses	8,122.88
Total Other Current Assets	24,474.73
Total Current Assets	674,265.20
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	\$3,202,258.23
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	1,790.68
Total Accounts Payable	1,790.68
Other Current Liabilities	
24000 Payroll Liabilities	0.00
OR Employment Taxes	11.78
OR Statewide Transit Taxes	10.52
Total 24000 Payroll Liabilities	22.30
24300 Payroll payable	1,918.62
25000 Customer deposits payable	34,588.65
Total Other Current Liabilities	36,529.57

	Total
Total Current Liabilities	38,320.25
Long-Term Liabilities	
27000 N/P - USDA/RD	122,561.22
Total Long-Term Liabilities	122,561.22
Total Liabilities	160,881.47
Equity	
32000 Retained Earnings S	977,391.31
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Income	163,834.30
Total Equity	3,041,376.76
TOTAL LIABILITIES AND EQUITY	\$3,202,258.23

Terrebonne Domestic Water District

Profit and Loss Comparison

July 1, 2021 - May 10, 2022

	TOTAL	
	JUL 1, 2021 - MAY 10, 2022	JUL 1, 2020 - MAY 10, 2021 (PY)
Income		
40500 Investments		
45050 Interest Income	2,293.52	3,550.61
Total 40500 Investments	2,293.52	3,550.61
40550 OR-LB-20 Water Income		
41100 Water	378,503.23	368,785.48
41200 Service Fees	17,225.82	12,370.77
41300 Backflow Fees		4,950.00
41500 Debt Reduction Charge	28,491.79	28,093.03
Total 40550 OR-LB-20 Water Income	424,220.84	414,199.28
41600 System Development Fees	15,400.00	30,800.00
Total Income	\$441,914.36	\$448,549.89
GROSS PROFIT	\$441,914.36	\$448,549.89
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	118,941.10	95,966.21
61030 Payroll Taxes	10,089.76	8,193.27
61040 Employee Health ins	13,289.01	12,117.40
61070 Employee Retirement	11,128.70	5,500.00
61080 Workers Comp	2,061.10	2,198.20
Total 61000 OR-LB- 30 Personnel Services	155,509.67	123,975.08
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	24,655.18	25,049.78
62012 Utilities - Other	2,603.99	1,497.63
Total 62010 Utilities	27,259.17	26,547.41
62015 Rent, Parking	100.00	
62020 Operating Supplies	2,753.36	5,315.42
62024 Repair and Maintenance	30.30	
Total 62020 Operating Supplies	2,783.66	5,315.42
62030 Testing expense	1,908.00	1,862.00
62040 Office Supplies	1,974.96	922.67
62050 Postage, Mailing Service	2,583.82	2,502.51
62060 Legal	12,308.50	7,464.50
62070 Insurance		
62071 Insurance - Liability, D and O	836.48	753.82
62072 Property Insurance	7,157.84	6,467.68
Total 62070 Insurance	7,994.32	7,221.50
62080 Bookkeeping	7,064.01	7,046.20

Terrebonne Domestic Water District

Profit and Loss Comparison

July 1, 2021 - May 10, 2022

	TOTAL	
	JUL 1, 2021 - MAY 10, 2022	JUL 1, 2020 - MAY 10, 2021 (PY)
62090 Directors Fees	960.00	1,280.00
62100 Vehicle Maintenance & Repair	413.79	1,948.76
62110 Education	465.00	315.00
62114 Travel	782.79	
Total 62110 Education	1,247.79	315.00
62140 Auditing		1,500.00
62150 Backflow Expense	5,355.00	5,152.50
62160 Bank Charges		
62161 Bank Service Fees	888.44	902.05
62162 Merchant Services Proc Fee	4,801.41	5,069.45
Total 62160 Bank Charges	5,689.85	5,971.50
62170 Billing support	2,515.54	2,529.89
62180 Computer Software	1,324.63	481.41
62190 Dues & Subcriptions	1,491.93	3,302.47
62200 Fuel	305.69	1,142.97
62210 Printing and Copying	1,381.44	675.00
62220 Telephone, Telecommunications	4,713.15	4,833.97
62230 Refund	1,291.88	1,690.76
Total 62000 OR-LB-31 Operations	90,667.13	89,706.44
70000 Capital Outlay		
70100 System Improvements	34,137.22	22,568.90
Total 70000 Capital Outlay	34,137.22	22,568.90
80000 Interest Expense	1,672.75	22,289.64
Total Expenses	\$281,986.77	\$258,540.06
NET OPERATING INCOME	\$159,927.59	\$190,009.83
NET INCOME	\$159,927.59	\$190,009.83

Terrebonne Domestic Water District

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41600 System Development Fees	0.00
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61020 Payroll Expenses	10,696.00
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NET OPERATING INCOME	\$11,349.16
NET INCOME	\$11,349.16

Terrebonne Domestic Water District

Check Detail

April 13 - May 10, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
05/03/2022	Expense		MRC HNT PMNT PROC			-83.20
				MRC HNT PMNT PROC SETTLEMENT 5611 MRC HNT PMNT PROC SETTLEMENT 5611		83.20
05/06/2022	Expense		WEBPAYMENT GATEWAY SERVICES			-82.37
				GATEWAY SERVICES WEBPAYMENT GATEWAY SERVICES WEBPAYMENT		82.37
10200 First Interstate -3877- General						
04/13/2022	Tax Payment		OR Department of Revenue	Tax Payment for Period: 04/06/2022-04/08/2022 OR Income Tax	R	-727.91 -727.91
04/13/2022	Tax Payment		IRS	Tax Payment for Period: 04/06/2022-04/08/2022 Federal Taxes (941/944)	R	- 2,478.63 - 2,478.63
04/14/2022	Expense		FIRST INTERSTATE BANK		R	-97.97 97.97
				SERVICE CHARGES MARCH 2022 SERVICE CHARGES MARCH 2022		
04/20/2022	Tax Payment		OR Department of Revenue	Tax Payment for Period: 01/01/2022-03/31/2022 OR Employment Taxes OR Employment Taxes OR Employment Taxes	R	-406.41 -406.41 -0.05 -0.05
04/20/2022	Tax Payment		OR Department of Revenue	Tax Payment for Period: 01/01/2022-03/31/2022 OR Statewide Transit Taxes	R	-31.56 -31.56
04/26/2022	Bill Payment (Check)	3441	EDGE ANALYTICAL INC			-74.00 -74.00
04/26/2022	Bill Payment (Check)	3442	LOCAL GOVERNMENT LAW GROUP PC			- 2,631.00 - 2,631.00
04/26/2022	Bill Payment (Check)	3443	MASTER METER, INC.			- 1,200.00 - 1,200.00
04/26/2022	Bill Payment (Check)	3444	OAWU			-329.40 -329.40
04/26/2022	Bill Payment (Check)	3445	PACIFIC POWER		R	- 1,518.04 - 1,518.04
04/26/2022	Bill Payment (Check)	3446	AMERICAN BUSINESS SOFTWARE INC			- 1,304.95 - 1,304.95
04/27/2022	Check	3440	US POSTAL SERVICE	Hubdoc - 278814785 - INV3440		-197.98

Terrebonne Domestic Water District

Check Detail

April 13 - May 10, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				3370		197.98
05/01/2022	Check	3450	RAYMOND JAMES	FBO: Daniel Bruce Acc# 809F4693		-758.29
						583.30
						-174.99
05/01/2022	Check	3451	EDWARD JONES	FBO - David Griffin		-557.04
						428.40
						-128.64
05/06/2022	Payroll Check	3448	David B. Griffin	Pay Period: 05/01/2022-05/31/2022		-
				Gross Pay - This is not a legal pay stub		3,240.53
				Employer Taxes		4,284.00
				SDIC		364.61
				Edward Jones 401K		41.93
				OR Statewide Transit Taxes		128.64
				OR Employment Taxes		4.11
				OR Income Tax		42.00
				Federal Unemployment (940)		299.00
				Federal Taxes (941/944)		0.00
						892.40
05/06/2022	Payroll Check	3447	Daniel J. Bruce	Pay Period: 05/01/2022-05/31/2022		-
				Gross Pay - This is not a legal pay stub		4,704.08
				Employer Taxes		6,412.00
				Raymond James 401K		550.13
				OR Statewide Transit Taxes		174.99
				OR Employment Taxes		6.41
				OR Income Tax		61.53
				Federal Unemployment (940)		428.91
				Federal Taxes (941/944)		0.00
						1,586.21
05/06/2022	Expense		FIRST INTERSTATE BANK	ACH SETTLEMENT ELEC DEBIT 108078 ACH SETTLEMENT ELEC DEBIT 108078		-55.86
						55.86
05/10/2022	Bill Payment (Check)	3452	AMERICAN BUSINESS SOFTWARE INC			-59.95
						-59.95
05/10/2022	Bill Payment (Check)	3453	BEND BROADBAND			-164.76
						-164.76
05/10/2022	Bill Payment (Check)	3454	Brent & Kristie Barger			-57.59
						-57.59
05/10/2022	Bill Payment (Check)	3455	CENTRATTEL TELEPHONE ANSWERING SERVICE			-211.70
						-211.70
05/10/2022	Bill Payment (Check)	3456	FIRST INTERSTATE BANK			-194.41
						-194.41
05/10/2022	Bill Payment (Check)	3457	MASTERCARD (FIB) #2575			-480.42

Terrebonne Domestic Water District

Check Detail

April 13 - May 10, 2022

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-480.42
05/10/2022	Bill Payment (Check)	3458	Nolan & Emilee Lathrop			-31.10
						-31.10
05/10/2022	Bill Payment (Check)	3459	REPUBLIC SERVICES #675			-18.46
						-18.46
05/10/2022	Bill Payment (Check)	3460	REVEAL ACCOUNTING SOLUTIONS			-703.50
						-703.50
05/10/2022	Bill Payment (Check)	3461	SPECIAL DISTRICTS INSURANCE SERVICES			-
						1,246.21
						-
						1,246.21
05/10/2022	Bill Payment (Check)	3462	Terrebonne PUD, LLC			-65.00
						-65.00
05/10/2022	Bill Payment (Check)	3463	US CELLULAR			-79.38
						-79.38

Kacie Kiepke

8425 NW 18th ST.

Terrebonne, OR 97760

05/03/2022

Terrebonne Domestic Water District

Account Number: 4047002

Re: Debt Forgiveness for the usage_02/21/2022 – 03/20/2022

Dear Committee,

It is with regret I write, wishing you to forgive my March usage bill.

Early this year, my family experience unexpected life events which increased our medical bills beyond imagination. I work overtime and still live paycheck to paycheck trying to keep food on the table for my family of six.

Thank God, the gentlemen reading our water meter reached out to my husband and notified him about the significant increase of water use. My husband looked around the house for a possible broken pipe. He located the issue and repaired the pipe. I thought surely, I would have heard the rushing water, but the broken pipe was underground, and the water leaked into our elderly neighbor's yard. It is hard for her to get outside these days, so she is not in her back yard much to notice.

Please consider our families financial hardship and forgive our usage 02/21/2022 through 03/20/2022.

Thank you in advance for being considerate and understanding.

Sincerely,

Kacie Kiepke



Terrebonne Domestic Water District

5-10-2022

- I have been in communication with the consulting firm hired by ODOT to manage the HWY 97 project. ODOT's promise to take care of the construction and costs of moving the District's existing infrastructure in the project area are not happening at this time. I received an email informing us of conflicts of our lines and their construction area. We were told that it needs to be moved prior to construction and we can apply to be reimbursed for our costs. I called and talked to the consulting firm to get clarifications as to their promise not being true. I will reach out to the ODOT regional manager if they confirm this.

First Interstate Bank

\$37,122.78

LGIP

4845 - TERREBONNE WATER DISTRICT/DEBT SERVICE

Subtotal \$51,948.53

5534 - TERREBONNE WATER DISTRICT SAVINGS

Subtotal \$490,389.46

6271 - SDC Fund

Subtotal \$67,256.68

6272 - Deposit Fund

Subtotal \$13,256.90

Grand total \$622,851.57