



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting Agenda September 12th, 2023

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 council are asked to fill out a form stating the subject and the members address. The speaker will be given 3 minutes to speak.

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. 11th street water line.
3. Board member recruitment letter.
4. Audit RFP

Next Regular Board Meeting: October 10th, 2023 @ 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/83074760969?pwd=WHFuTHh6dWN3L2Q0Q29KN3N6a3ovUT09>

Meeting ID: 830 7476 0969

Passcode: 240174

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



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

Regular Public Board Meeting

August 8th, 2023

Note: As of January 1st, 2022 all TDWD public meetings will now be available on Zoom. Information on attending can be found on the TDWD web site.

The Regular Public Board Meeting was **called to order** at 6:00 pm on August 8th, with 4 directors present: Eric Fisher, Jim Wilhem, Kevin Byrne and Debbi Wilhelm. Also present was District Manager Dan Bruce. No members of the public were present.

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

Minutes: Minutes for the May Public Board meeting, 2nd Public Budget Meeting 2023-24, June Public Board Meeting, July Public Board Meeting, Executive Board Meeting June 6th and Executive Board Meeting June 14th were reviewed by the board. (see minutes). There were several minor errors on several of the meeting notes. Jim made a motion that the board accept the minutes with the noted corrections, seconded by Debbi. **VOTES:** Eric-yea, Jim-yea, Debbi-yea, Kevin-yea. Motion passed unanimously.

Treasurer's Report: The current financial report was reviewed by the board, (see report). Kevin reported \$61,816 in income, \$9,985 of expenses and \$32,1100 of net income for the month of July. Current accounts showed onhand funds of \$801,419. Jim presented the board with a final financial recap of the budget year 2022-23 for review. (see recap) Jim made a motion that the board accept the financial report and the checks as presented, seconded by Debbi.

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

Chairman's Report: Eric informed the board that he had had an opportunity to discuss our auditor situation with the financial manager from the city of Sisters. Eric is expecting to hear back from the person and maybe get a line on possible auditors we could use for the district.

District Manager's Report: Dan presented his report to the board. (see report) Dan only had account numbers to share with the board.

Business Discussed: Hwy 97: Dan noted that he has spent several days completing a "X Permit" for ODOT that will allow them to move one of our affected water lines North from its

current location to under the new overpass. This move will allow that line to be looped where it connects to the 11th street line. Dan had had several discussions with Cari (our lawyer) and ODOT concerning the contract they wanted us to sign. Dan has been assured we will be able to work with the state inspector on the project and we will hear if we have concerns. Because of these conversations he will be able to sign the contract as soon as it is reviewed by Cari. At this point it looks like it will be paying ODOT about 30 days after the contract is signed. Eric voiced concerns about the contractor using correct procedures when placing our lines near sewer lines. Dan assured Eric that those guidelines were in the engineering plan that he and the inspector would monitor the work.

11th Street: Dan noted that the county would be notifying the homeowners that need to move fences and buildings when the lines are moved off 11th. Dan said that as of now the work could start anywhere from Nov to early spring on the project.

Board Member Recruitment Letter: Jim presented the board with a proposed letter to send to all members of the district. Kevin noted that the letter needs to have a title and be jazzed up so people will read it. Several other changes were made to the wording of the letter. It was agreed that Jim would make the noted changes then send the letter to all board members for further review. Once everyone is satisfied Dan will send out the letting ASAP.

Leak Policy: Jim presented the board with a list of changes that were made to the leak policy and a copy of the revised policy.(see list and policy). Several more changes were made to the legal policy. Jim made a motion that the board accept the Leak Debt Forgiveness Policy with the notes correction, seconded by Kevin.

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

Other Business Discussed: New Meter Install: Eric asked for an update on our new meter install progress. Dan informed the board that Jennifer is making good progress on the work and is at about 80% complete on the install.

Eric Fichers Board Position: Eric informed the board that he will be remaining on the board for the foreseeable future. His plans have changed and he will not be leaving town at this time.

Next Regular Board Meeting: September 12th, 2023 @ 6:00pm @ TDWD district office.

Meeting Adjourned: 7:07 pm

Submitted By: Jim Wilhelm
Secretary TDWD

Recorded Action Points

Management Report

Terrebonne Domestic Water District

For the period ended December 31, 2023

Prepared on

September 12, 2023

For management use only

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Profit and Loss

August 2023

	Total
INCOME	
40500 Investments	
45050 Interest Income	2,748.68
Total 40500 Investments	2,748.68
40550 OR-LB-20 Water Income	
41100 Water	62,311.83
41200 Service Fees	820.00
Total 40550 OR-LB-20 Water Income	63,131.83
Total Income	65,880.51
GROSS PROFIT	
	65,880.51
EXPENSES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	11,266.67
61030 Payroll Taxes	893.73
61040 Employee Health ins	585.85
61070 Employee Retirement	1,075.00
61080 Workers Comp	252.90
Total 61000 OR-LB- 30 Personnel Services	14,074.15
62000 OR-LB-31 Operations	
62010 Utilities	
62011 Utilities - Electric	5,261.65
62012 Utilities - Other	20.77
Total 62010 Utilities	5,282.42
62020 Operating Supplies	304.08
62030 Testing expense	80.00
62040 Office Supplies	44.68
62050 Postage, Mailing Service	442.00
62060 Legal	686.00
62070 Insurance	
62071 Insurance - Liability, D and O	789.58
62072 Property Insurance	136.75
Total 62070 Insurance	926.33
62080 Bookkeeping	744.00
62110 Education	
62114 Travel	51.75
Total 62110 Education	51.75
62160 Bank Charges	
62161 Bank Service Fees	173.22
62162 Merchant Services Proc Fee	974.12

	Total
Total 62160 Bank Charges	1,147.34
62170 Billing support	59.95
62180 Computer Software	108.33
62200 Fuel	264.20
62220 Telephone, Telecommunications	540.07
Total 62000 OR-LB-31 Operations	10,681.15
70000 Capital Outlay	
70100 System Improvements	3,384.61
Total 70000 Capital Outlay	3,384.61
Total Expenses	28,139.91
NET OPERATING INCOME	37,740.60
NET INCOME	\$37,740.60

Balance Sheet

As of August 31, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	23,151.37
10200 First Interstate -3877- General	48,271.49
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	100,105.76
10520 LGIP Investment Fund #5534	551,885.64
10530 LGIP - SDC Fund #6271	69,840.40
15340 LGIP Deposit Fund #6272	13,766.16
Total 10500 LGIP Investments	735,597.96
Total Bank Accounts	807,020.82
Other Current Assets	
11500 Water Bills Receivable	41,817.88
14000 Inventory	6,451.05
14200 Prepaid Expenses	6,776.02
Total Other Current Assets	55,044.95
Total Current Assets	862,065.77
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	-1,225,589.75
Total Fixed Assets	2,581,492.52
TOTAL ASSETS	\$3,443,558.29
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	5,608.98
Total Accounts Payable	5,608.98
Other Current Liabilities	
24000 Payroll Liabilities	0.00
OR Employment Taxes	122.16

	Total
OR Paid Family and Medical Leave	135.20
OR Statewide Transit Taxes	22.95
Total 24000 Payroll Liabilities	280.31
24300 Payroll payable	1,918.62
25000 Customer deposits payable	37,688.67
Total Other Current Liabilities	39,887.60
Total Current Liabilities	45,496.58
Total Liabilities	45,496.58
Equity	
32000 Retained Earnings S	1,428,059.63
32500 Debt Service fund bal	105,905.63
32600 SDC Revenues	59,031.00
33000 Retained Earnings M	1,735,214.52
Net Income	69,850.93
Total Equity	3,398,061.71
TOTAL LIABILITIES AND EQUITY	\$3,443,558.29

Terrebonne Domestic Water District

Profit and Loss Comparison

July - August, 2023

	TOTAL	
	JUL - AUG, 2023	JUL - AUG, 2022 (PY)
Income		
40500 Investments		
45050 Interest Income	5,295.21	1,208.89
Total 40500 Investments	5,295.21	1,208.89
40550 OR-LB-20 Water Income		
41100 Water	120,612.01	126,289.94
41200 Service Fees	1,790.00	1,169.22
41300 Backflow Fees	0.00	
41500 Debt Reduction Charge		0.00
Total 40550 OR-LB-20 Water Income	122,402.01	127,459.16
41600 System Development Fees	0.00	7,700.00
Total Income	\$127,697.22	\$136,368.05
GROSS PROFIT	\$127,697.22	\$136,368.05
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	22,533.34	15,105.26
61030 Payroll Taxes	1,838.25	1,345.03
61040 Employee Health ins	1,171.70	
61070 Employee Retirement	2,150.00	1,271.66
61080 Workers Comp	505.80	400.00
Total 61000 OR-LB- 30 Personnel Services	28,199.09	18,121.95
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	9,588.79	7,523.63
62012 Utilities - Other	41.54	101.92
Total 62010 Utilities	9,630.33	7,625.55
62020 Operating Supplies	560.65	1,010.74
62024 Repair and Maintenance		4,512.50
Total 62020 Operating Supplies	560.65	5,523.24
62030 Testing expense	160.00	1,150.88
62040 Office Supplies	-415.26	1,082.27
62050 Postage, Mailing Service	658.00	243.46
62060 Legal	1,024.00	995.00
62070 Insurance		
62071 Insurance - Liability, D and O	1,579.16	178.00
62072 Property Insurance	273.50	1,527.16
Total 62070 Insurance	1,852.66	1,705.16
62080 Bookkeeping	1,488.00	1,472.00
62100 Vehicle Maintenance & Repair	67.96	

Terrebonne Domestic Water District

Profit and Loss Comparison

July - August, 2023

	TOTAL	
	JUL - AUG, 2023	JUL - AUG, 2022 (PY)
62110 Education		
62114 Travel	51.75	
Total 62110 Education	51.75	
62160 Bank Charges		
62161 Bank Service Fees	547.17	190.88
62162 Merchant Services Proc Fee	1,708.18	1,360.64
Total 62160 Bank Charges	2,255.35	1,551.52
62170 Billing support	119.90	729.78
62180 Computer Software	696.66	29.98
62190 Dues & Subscriptions	538.90	
62200 Fuel	395.32	239.75
62220 Telephone, Telecommunications	1,307.97	946.53
62230 Refund	274.13	92.72
Total 62000 OR-LB-31 Operations	20,666.32	23,387.84
70000 Capital Outlay		
70100 System Improvements	8,980.88	
Total 70000 Capital Outlay	8,980.88	
80000 Interest Expense		4,534.35
Total Expenses	\$57,846.29	\$46,044.14
NET OPERATING INCOME	\$69,850.93	\$90,323.91
NET INCOME	\$69,850.93	\$90,323.91

Terrebonne Domestic Water District

Profit and Loss Comparison

August 2023

	TOTAL	
	AUG 2023	AUG 2022 (PY)
Income		
40500 Investments		
45050 Interest Income	2,748.68	675.50
Total 40500 Investments	2,748.68	675.50
40550 OR-LB-20 Water Income		
41100 Water	62,311.83	63,566.11
41200 Service Fees	820.00	1,169.22
41300 Backflow Fees	0.00	
Total 40550 OR-LB-20 Water Income	63,131.83	64,735.33
41600 System Development Fees	0.00	7,700.00
Total Income	\$65,880.51	\$73,110.83
GROSS PROFIT	\$65,880.51	\$73,110.83
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	11,266.67	7,552.63
61030 Payroll Taxes	893.73	605.44
61040 Employee Health ins	585.85	
61070 Employee Retirement	1,075.00	635.83
61080 Workers Comp	252.90	200.00
Total 61000 OR-LB- 30 Personnel Services	14,074.15	8,993.90
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	5,261.65	4,539.22
62012 Utilities - Other	20.77	18.46
Total 62010 Utilities	5,282.42	4,557.68
62020 Operating Supplies	304.08	665.51
62024 Repair and Maintenance		4,512.50
Total 62020 Operating Supplies	304.08	5,178.01
62030 Testing expense	80.00	448.44
62040 Office Supplies	44.68	33.16
62050 Postage, Mailing Service	442.00	217.80
62060 Legal	686.00	
62070 Insurance		
62071 Insurance - Liability, D and O	789.58	89.00
62072 Property Insurance	136.75	763.58
Total 62070 Insurance	926.33	852.58
62080 Bookkeeping	744.00	736.00
62110 Education		
62114 Travel	51.75	
Total 62110 Education	51.75	

Terrebonne Domestic Water District

Profit and Loss Comparison

August 2023

	TOTAL	
	AUG 2023	AUG 2022 (PY)
62160 Bank Charges		
62161 Bank Service Fees	173.22	87.45
62162 Merchant Services Proc Fee	974.12	852.91
Total 62160 Bank Charges	1,147.34	940.36
62170 Billing support	59.95	558.59
62180 Computer Software	108.33	14.99
62200 Fuel	264.20	150.69
62220 Telephone, Telecommunications	540.07	472.61
Total 62000 OR-LB-31 Operations	10,681.15	14,160.91
70000 Capital Outlay		
70100 System Improvements	3,384.61	
Total 70000 Capital Outlay	3,384.61	
Total Expenses	\$28,139.91	\$23,154.81
NET OPERATING INCOME	\$37,740.60	\$49,956.02
NET INCOME	\$37,740.60	\$49,956.02

Terrebonne Dome:
Budget vs. Actuals: FY
July 2023 -

Income	July 2023			Aug 2023			Sep 2023			Oct 2023			Nov 2023			Dec 2023			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
4650 Investments	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%	
4650 Investments	2,546.53	1,683.33	149.30%	2,546.53	1,683.33	151.75%	2,546.53	1,683.33	151.75%	2,546.53	1,683.33	151.75%	2,546.53	1,683.33	151.75%	2,546.53	1,683.33	151.75%	
Total 4650 Investments	\$ 2,546.53	\$ 1,683.33	149.30%	\$ 2,546.53	\$ 1,683.33	151.75%	\$ 2,546.53	\$ 1,683.33	151.75%	\$ 2,546.53	\$ 1,683.33	151.75%	\$ 2,546.53	\$ 1,683.33	151.75%	\$ 2,546.53	\$ 1,683.33	151.75%	
4650 OR-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%	
4100 Water	58,300.18	64,888.00	90.00%	62,311.83	64,800.00	96.16%	6,010.95	53,250.00	12.35%	38,715.00	38,715.00	100.00%	24,337.00	24,337.00	100.00%	23,250.00	23,250.00	100.00%	
4100 Water	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%	
4100 Backflow Fees	970.00	1,104.17	87.85%	920.00	1,104.17	83.33%	2,841.74	74.25%	1,104.17	1,104.17	100.00%	1,104.17	1,104.17	100.00%	1,104.17	1,104.17	100.00%	1,104.17	1,104.17
4100 Backflow Fees	0.00	458.33	0.00%	0.00	458.33	0.00%	458.33	458.33	100.00%	458.33	458.33	100.00%	458.33	458.33	100.00%	458.33	458.33	100.00%	
Total 4050 OR-20 Water Income	\$ 59,270.18	\$ 66,540.00	89.00%	\$ 63,231.83	\$ 65,904.17	96.10%	\$ 9,852.69	\$ 53,774.25	12.35%	\$ 40,277.50	\$ 40,277.50	100.00%	\$ 25,898.50	\$ 25,898.50	100.00%	\$ 24,812.50	\$ 24,812.50	100.00%	
4100 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 Income	\$ 61,816.71	\$ 67,633.83	91.40%	\$ 65,808.51	\$ 72,488.33	90.78%	\$ 9,852.69	\$ 53,774.25	12.35%	\$ 41,208.83	\$ 41,208.83	100.00%	\$ 26,898.83	\$ 26,898.83	100.00%	\$ 25,898.83	\$ 25,898.83	100.00%	
Gross Profit	\$ 61,816.71	\$ 67,633.83	91.40%	\$ 65,808.51	\$ 72,488.33	90.78%	\$ 9,852.69	\$ 53,774.25	12.35%	\$ 41,208.83	\$ 41,208.83	100.00%	\$ 26,898.83	\$ 26,898.83	100.00%	\$ 25,898.83	\$ 25,898.83	100.00%	
Expenses	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%	
6100 OR-18-30 Personnel Services	11,206.67	11,748.00	95.43%	11,206.67	11,748.00	95.43%	11,206.67	11,748.00	95.43%	11,206.67	11,748.00	95.43%	11,206.67	11,748.00	95.43%	11,206.67	11,748.00	95.43%	
6100 Payroll Expenses	481.33	481.33	100.00%	481.33	481.33	100.00%	481.33	481.33	100.00%	481.33	481.33	100.00%	481.33	481.33	100.00%	481.33	481.33	100.00%	
6100 Payroll Taxes	944.52	1,039.50	90.86%	944.52	1,039.50	90.86%	944.52	1,039.50	90.86%	944.52	1,039.50	90.86%	944.52	1,039.50	90.86%	944.52	1,039.50	90.86%	
6100 Employee Health Ins	585.85	591.67	99.02%	585.85	591.67	99.02%	585.85	591.67	99.02%	585.85	591.67	99.02%	585.85	591.67	99.02%	585.85	591.67	99.02%	
6100 Employee Retirement	1,075.00	1,105.83	97.24%	1,075.00	1,105.83	97.24%	1,075.00	1,105.83	97.24%	1,075.00	1,105.83	97.24%	1,075.00	1,105.83	97.24%	1,075.00	1,105.83	97.24%	
6100 Workers Comp	252.90	258.33	97.90%	252.90	258.33	97.90%	252.90	258.33	97.90%	252.90	258.33	97.90%	252.90	258.33	97.90%	252.90	258.33	97.90%	
Total 6100 OR-18-30 Personnel Services	\$ 14,174.84	\$ 14,833.33	95.56%	\$ 14,074.15	\$ 14,833.33	94.89%	\$ 13,818.33	\$ 14,833.33	93.19%	\$ 13,818.33	\$ 14,833.33	93.19%	\$ 13,818.33	\$ 14,833.33	93.19%	\$ 13,818.33	\$ 14,833.33	93.19%	
6200 OR-18-31 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	4,327.14	2,750.00	157.35%	5,261.65	2,750.00	191.33%	2,510.00	2,750.00	91.27%	2,750.00	2,750.00	100.00%	2,750.00	2,750.00	100.00%	2,750.00	2,750.00	100.00%	
6200 Utilities - Electric	20.77	166.67	12.46%	20.77	166.67	12.46%	20.77	166.67	12.46%	20.77	166.67	12.46%	20.77	166.67	12.46%	20.77	166.67	12.46%	
6200 Utilities - Other	4,306.37	2,583.33	166.70%	5,240.88	2,583.33	202.84%	2,489.23	2,583.33	96.36%	2,729.23	2,583.33	105.64%	2,729.23	2,583.33	105.64%	2,729.23	2,583.33	105.64%	
Total 6200 Utilities	\$ 4,327.14	\$ 2,750.00	157.35%	\$ 5,261.65	\$ 2,750.00	191.33%	\$ 2,510.00	\$ 2,750.00	91.27%	\$ 2,750.00	\$ 2,750.00	100.00%	\$ 2,750.00	\$ 2,750.00	100.00%	\$ 2,750.00	\$ 2,750.00	100.00%	
6200 Operating Supplies	256.57	416.67	61.58%	304.08	416.67	72.96%	211.67	211.67	100.00%	211.67	211.67	100.00%	211.67	211.67	100.00%	211.67	211.67	100.00%	
6200 Testing Expense	80.00	201.67	39.69%	80.00	201.67	39.69%	80.00	201.67	39.69%	80.00	201.67	39.69%	80.00	201.67	39.69%	80.00	201.67	39.69%	
6200 Office Supplies	459.84	201.67	228.00%	44.88	201.67	22.25%	44.88	201.67	22.25%	44.88	201.67	22.25%	44.88	201.67	22.25%	44.88	201.67	22.25%	
6200 Postage, Mailing Service	216.00	308.33	69.99%	442.00	308.33	143.33%	108.07	132.00	81.87%	333.33	333.33	100.00%	333.33	333.33	100.00%	333.33	333.33	100.00%	
6200 Legal	336.00	1,200.00	28.00%	680.00	1,200.00	56.67%	680.00	1,200.00	56.67%	680.00	1,200.00	56.67%	680.00	1,200.00	56.67%	680.00	1,200.00	56.67%	
6200 Insurance	789.58	108.33	728.87%	789.58	108.33	728.87%	789.58	108.33	728.87%	789.58	108.33	728.87%	789.58	108.33	728.87%	789.58	108.33	728.87%	
6200 Insurance - Liability, D and O	158.75	916.67	17.32%	158.75	916.67	17.32%	158.75	916.67	17.32%	158.75	916.67	17.32%	158.75	916.67	17.32%	158.75	916.67	17.32%	
6200 Property Insurance	630.83	1,026.67	61.50%	630.83	1,026.67	61.50%	630.83	1,026.67	61.50%	630.83	1,026.67	61.50%	630.83	1,026.67	61.50%	630.83	1,026.67	61.50%	
Total 6200 Insurance	\$ 744.00	\$ 833.33	89.28%	\$ 744.00	\$ 833.33	89.28%	\$ 744.00	\$ 833.33	89.28%	\$ 744.00	\$ 833.33	89.28%	\$ 744.00	\$ 833.33	89.28%	\$ 744.00	\$ 833.33	89.28%	
6200 Bookkeeping	202.50	202.50	100.00%	202.50	202.50	100.00%	202.50	202.50	100.00%	202.50	202.50	100.00%	202.50	202.50	100.00%	202.50	202.50	100.00%	
6200 Bank Charges	79.00	125.00	63.20%	79.00	125.00	63.20%	79.00	125.00	63.20%	79.00	125.00	63.20%	79.00	125.00	63.20%	79.00	125.00	63.20%	
6210 Education	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	
6210 Education	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	83.33	83.33	100.00%	
6214 Travel	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	
6214 Travel	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	133.33	133.33	100.00%	
6215 Conference, Convention, Meeting	299.00	299.00	100.00%	299.00	299.00	100.00%	299.00	299.00	100.00%	299.00	299.00	100.00%	299.00	299.00	100.00%	299.00	299.00	100.00%	
Total 6210 Education	\$ 416.67	\$ 416.67	100.00%	\$ 416.67	\$ 416.67	100.00%	\$ 416.67	\$ 416.67	100.00%	\$ 416.67	\$ 416.67	100.00%	\$ 416.67	\$ 416.67	100.00%	\$ 416.67	\$ 416.67	100.00%	
6210 Contract Labor	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	
6210 Contract Labor	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	4,166.67	4,166.67	100.00%	
6210 Auditing	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	
6210 Auditing	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	483.33	483.33	100.00%	
6210 Backflow Expenses	373.95	833.33	44.88%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	
6210 Backflow Expenses	373.95	833.33	44.88%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	173.22	833.33	20.79%	
6210 Bank Charges	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	
6210 Bank Charges	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	734.00	734.00	100.00%	
6210 Merchant Service Proc Fee	1,108.91	833.33	133.07%	1,108.91	8														

Terrebonne Domestic Water District

Check Detail

August 9 - September 12, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
08/18/2023	Expense		WEBPAYMENT GATEWAY SERVICES		R	-52.72
				GATEWAY SERVICES WEBPAYM / GATEWAY SERVICES WEBPAYMENT		52.72
08/22/2023	Expense		WEBPAYMENT GATEWAY SERVICES		R	-58.11
				GATEWAY SERVICES WEBPAYMENT		58.11
09/01/2023	Expense		MRC HNT PMNT PROC		C	-63.25
				MRC HNT PMNT PROC SETTLEMENT 561101001135 693		63.25
09/07/2023	Expense		WEBPAYMENT GATEWAY SERVICES		C	-68.02
				GATEWAY SERVICES WEBPAYMENT		68.02
10200 First Interstate -3877- General						
08/10/2023	Expense		FIRST INTERSTATE BANK		R	-57.78
				ACH SETTLEMENT ELEC DEBIT 1080788		57.78
08/11/2023	Tax Payment		IRS	Tax Payment for Period: 08/05/2023-08/08/2023	R	-
				Federal Taxes (941/943/944)		2,695.81
						-
						2,695.81
08/11/2023	Tax Payment		OR Department of Revenue	Tax Payment for Period: 08/05/2023-08/08/2023	R	-749.94
				OR Income Tax		-749.94
08/14/2023	Expense		FIRST INTERSTATE BANK		R	-115.44
				SERVICE CHARGES JULY 2023		115.44
08/29/2023	Bill Payment (Check)	3890	PACIFIC POWER			-
						5,261.65
						-
						5,261.65
08/29/2023	Bill Payment (Check)	3889	LOCAL GOVERNMENT LAW GROUP PC			-108.00
						-108.00
08/29/2023	Bill Payment (Check)	3887	ED STAUB & SONS PETROLEUM			-73.13
						-73.13
08/29/2023	Bill Payment (Check)	3888	H.D. FOWLER COMPANY			-105.00
						-105.00
08/29/2023	Bill Payment (Check)	3886	ALL AMERICAN EXTINGUISHERS LLC			-105.00
						-105.00
08/29/2023	Bill Payment (Check)	3891	US POSTAL SERVICE			-310.00
						-310.00
09/06/2023	Payroll Check		Daniel J. Bruce	Pay Period: 09/01/2023-09/30/2023		-
						5,603.91
				Gross Pay - This is not a legal pay stub		7,683.34
				Employer Taxes		589.69

Terrebonne Domestic Water District

Check Detail

August 9 - September 12, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Employer Retirement Contribution		716.67
				Edward Jones SEP		213.13
				Edward Jones SEP - Company Contribution		716.67
				OR Paid Family and Medical Leave		46.10
				OR Statewide Transit Taxes		7.47
				OR Employment Taxes		3.82
				OR Income Tax		511.28
				Federal Taxes (941/943/944)		1,887.32
09/06/2023	Payroll Check		Jennifer A. Komiskey	Pay Period: 09/01/2023-09/30/2023		-
				Gross Pay - This is not a legal pay stub		2,675.88
				Employer Taxes		3,583.33
				Employer Retirement Contribution		301.12
				Employer Health Ins. Contribution		358.33
				Edward Jones SEP		585.85
				Health Insurance		107.50
				Dental Insurance		0.00
				Edward Jones SEP - Company Contribution		0.00
				Health Insurance - Company Contribution		358.33
				Dental Insurance - Company Contribution		531.00
				OR Paid Family and Medical Leave		54.85
				OR Statewide Transit Taxes		21.50
				OR Employment Taxes		3.48
				OR Income Tax		28.90
				Federal Taxes (941/943/944)		238.66
						808.53
09/11/2023	Check	3892	EDWARD JONES	FBO: Daniel Bruce \$716.67 - Employer Contribution, \$213.13 Employee Contribution		-929.80
				Employer portion		-716.67
				Employee portion		-213.13
09/11/2023	Check	3893	EDWARD JONES	FBO: Jennifer Komiskey \$358.33 - Employer Contribution, \$107.5 Employee Contribution		-465.83
				Employer portion		-358.33
				Employee portion		-107.50
09/12/2023	Bill Payment (Check)	3898	H.D. FOWLER COMPANY			-
						2,072.42
						-
						2,072.42
09/12/2023	Bill Payment (Check)	3902	Parametrix			-
						1,207.19
						-
						1,207.19
09/12/2023	Bill Payment (Check)	3904	REVEAL ACCOUNTING SOLUTIONS			-744.00
						-744.00
09/12/2023	Bill Payment (Check)	3900	MASTERCARD (FIB) #1292			-140.87
						-140.87
09/12/2023	Bill Payment (Check)	3901	MASTERCARD (FIB) #2575			-286.64
						-286.64

Terrebonne Domestic Water District

Check Detail

August 9 - September 12, 2023

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/12/2023	Bill Payment (Check)	3903	REPUBLIC SERVICES #675		-20.77
					-20.77
09/12/2023	Bill Payment (Check)	3906	TDS		-164.27
					-164.27
09/12/2023	Bill Payment (Check)	3894	AT&T MOBILITY		-126.00
					-126.00
09/12/2023	Bill Payment (Check)	3895	CENTRATTEL TELEPHONE ANSWERING SERVICE		-229.80
					-229.80
09/12/2023	Bill Payment (Check)	3905	SPECIAL DISTRICTS INSURANCE SERVICES		-
					1,171.70
					-
					1,171.70
09/12/2023	Bill Payment (Check)	3896	ED STAUB & SONS PETROLEUM		-191.07
					-191.07
09/12/2023	Bill Payment (Check)	3897	EDGE ANALYTICAL INC		-80.00
					-80.00
09/12/2023	Bill Payment (Check)	3899	LOCAL GOVERNMENT LAW GROUP PC		-578.00
					-578.00



**TERREBONNE
DOMESTIC
WATER
DISTRICT**

District Managers Update

September 12th, 2023

- The vendor we go through to get our water meters will no longer hold the contract to sell the meters after October 26th. So I will not be waiting until we find out who is covering the costs of the meters in the Hwy 97 project. It is unclear at this point who will be the new vendor for the meters at this time.
- The RFP for the District's audit services will be published this week and the closing date for proposals will be 9am on October 10th and we can review them at the meeting that evening.

District Account Holdings

First Interstate Bank

\$85,470.31

LGIP 4845, Debt Service

\$100,105.76

LGIP 5534, Savings Fund

\$551,885.64

LGIP 6271, SDC Fund

\$69,840.40

LGIP 6272, Deposit Fund

\$13,766.16

Total All Accounts

\$821,068.27