

Management Report

Terrebonne Domestic Water District

For the period ended November 30, 2023

Prepared on

December 12, 2023

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Profit and Loss

November 2023

	Total
INCOME	
40500 Investments	
45050 Interest Income	
Total 40500 Investments	3,232.09
40550 OR-LB-20 Water Income	3,232.09
41100 Water	
41200 Service Fees	26,852.39
41300 Backflow Fees	563.36
Total 40550 OR-LB-20 Water Income	6,097.50
41600 System Development Fees	33,513.25
Total Income	235.00
GROSS PROFIT	36,980.34
EXPENSES	
61000 OR-LB- 30 Personnel Services	
61020 Payroll Expenses	
61030 Payroll Taxes	11,475.01
61040 Employee Health ins	908.19
61070 Employee Retirement	585.85
61080 Workers Comp	1,095.84
Total 61000 OR-LB- 30 Personnel Services	252.90
62000 OR-LB-31 Operations	14,317.79
62010 Utilities	
62011 Utilities - Electric	
62012 Utilities - Other	2,006.06
Total 62010 Utilities	416.14
62020 Operating Supplies	2,422.20
62030 Testing expense	118.80
62050 Postage, Mailing Service	80.00
62070 Insurance	628.92
62071 Insurance - Liability, D and O	
62072 Property Insurance	789.58
Total 62070 Insurance	136.75
62080 Bookkeeping	926.33
62150 Backflow Expense	771.00
62160 Bank Charges	560.00
62161 Bank Service Fees	
62162 Merchant Services Proc Fee	275.64
Total 62160 Bank Charges	595.78
62170 Billing support	871.42
62180 Computer Software	507.18
	108.33

	Total
62190 Dues & Subscriptions	642.41
62200 Fuel	221.20
62220 Telephone, Telecommunications	360.22
62230 Refund	171.16
Total 62000 OR-LB-31 Operations	8,389.17
70000 Capital Outlay	
70100 System Improvements	40.00
Total 70000 Capital Outlay	40.00
Total Expenses	22,746.96
NET OPERATING INCOME	14,233.38
NET INCOME	\$14,233.38

Balance Sheet

As of November 30, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
10100 Bank-4506	6,604.27
10200 First Interstate -3877- General	48,378.43
10500 LGIP Investments	
10510 LGIP - Debit Service #4845	101,319.81
10520 LGIP Investment Fund #5534	648,763.63
10530 LGIP - SDC Fund #6271	70,687.40
15340 LGIP Deposit Fund #6272	13,933.12
Total 10500 LGIP Investments	834,703.96
Total Bank Accounts	889,686.66
Other Current Assets	
11500 Water Bills Receivable	-2,401.07
14000 Inventory	6,451.05
14200 Prepaid Expenses	3,499.19
Total Other Current Assets	7,549.17
Total Current Assets	897,235.83
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	\$3,478,728.35
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	3,095.44
Total Accounts Payable	3,095.44
Other Current Liabilities	
24000 Payroll Liabilities	0.00
OR Employment Taxes	134.45

	Total
OR Paid Family and Medical Leave	68.85
OR Statewide Transit Taxes	23.15
Total 24000 Payroll Liabilities	226.45
24300 Payroll payable	1,918.62
25000 Customer deposits payable	37,888.67
Total Other Current Liabilities	40,033.74
Total Current Liabilities	43,129.18
Total Liabilities	43,129.18
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	107,388.39
Total Equity	3,435,599.17
TOTAL LIABILITIES AND EQUITY	\$3,478,728.35

Terrebonne Domestic Water District

Profit and Loss Comparison

July - November, 2023

	TOTAL	
	JUL - NOV, 2023	JUL - NOV, 2022 (PY)
Income		
40500 Investments		
45050 Interest Income		
Total 40500 Investments	14,401.21	4,937.09
40550 OR-LB-20 Water Income		
41100 Water	238,223.97	256,767.16
41200 Service Fees	4,088.20	3,930.86
41300 Backflow Fees	6,097.50	5,737.50
41500 Debt Reduction Charge		0.00
Total 40550 OR-LB-20 Water Income	248,409.67	266,435.52
41600 System Development Fees	235.00	7,700.00
Total Income	\$263,045.88	\$279,072.61
GROSS PROFIT	\$263,045.88	\$279,072.61
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	56,541.69	47,462.45
61030 Payroll Taxes	4,528.00	3,934.88
61040 Employee Health ins	2,929.25	
61070 Employee Retirement	5,395.84	3,179.15
61080 Workers Comp	2,031.03	991.21
Total 61000 OR-LB- 30 Personnel Services	71,425.81	55,567.69
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	18,879.48	16,286.27
62012 Utilities - Other	1,018.45	719.30
Total 62010 Utilities	19,897.93	17,005.57
62020 Operating Supplies	909.91	2,255.06
62024 Repair and Maintenance		4,512.50
Total 62020 Operating Supplies	909.91	6,767.56
62030 Testing expense	400.00	1,455.76
62040 Office Supplies	570.58	2,746.01
62050 Postage, Mailing Service	2,117.44	1,569.33
62060 Legal	1,887.50	2,893.00
62070 Insurance		
62071 Insurance - Liability, D and O	3,947.90	445.00
62072 Property Insurance	683.75	3,817.90
Total 62070 Insurance	4,631.65	4,262.90
62080 Bookkeeping	3,801.00	3,696.00
62100 Vehicle Maintenance & Repair	67.96	

Terrebonne Domestic Water District

Profit and Loss Comparison

July - November, 2023

	TOTAL	
	JUL - NOV, 2023	JUL - NOV, 2022 (PY)
62110 Education		
62114 Travel	51.75	
62212 Conference, Convention, Meeting		325.00
Total 62110 Education	51.75	325.00
62150 Backflow Expense	6,365.00	
62160 Bank Charges		
62161 Bank Service Fees	1,075.33	295.33
62162 Merchant Services Proc Fee	3,863.49	4,077.53
Total 62160 Bank Charges	4,938.82	4,372.86
62170 Billing support	687.03	1,396.82
62180 Computer Software	1,021.65	559.95
62190 Dues & Subscriptions	1,783.31	1,263.96
62200 Fuel	828.66	1,047.88
62220 Telephone, Telecommunications	2,795.21	2,363.25
62230 Refund	942.40	834.36
62240 HR Services		74.00
Total 62000 OR-LB-31 Operations	53,697.80	52,634.21
70000 Capital Outlay		
70100 System Improvements	30,533.88	131.20
Total 70000 Capital Outlay	30,533.88	131.20
80000 Interest Expense		4,534.35
Total Expenses	\$155,657.49	\$112,867.45
NET OPERATING INCOME	\$107,388.39	\$166,205.16
Other Income		
90300 Gain (Loss) on Sale		93,170.00
Total Other Income	\$0.00	\$93,170.00
NET OTHER INCOME	\$0.00	\$93,170.00
NET INCOME	\$107,388.39	\$259,375.16

Terrebonne Domestic Water District

Profit and Loss Comparison

November 2023

	TOTAL	
	NOV 2023	NOV 2022 (PY)
Income		
40500 Investments		
45050 Interest Income		
Total 40500 Investments	3,232.09	1,624.76
40550 OR-LB-20 Water Income		
41100 Water	26,852.39	26,576.66
41200 Service Fees	563.36	1,185.00
41300 Backflow Fees	6,097.50	0.00
Total 40550 OR-LB-20 Water Income	33,513.25	27,761.66
41600 System Development Fees	235.00	0.00
Total Income	\$36,980.34	\$29,386.42
GROSS PROFIT	\$36,980.34	\$29,386.42
Expenses		
61000 OR-LB- 30 Personnel Services		
61020 Payroll Expenses	11,475.01	10,958.33
61030 Payroll Taxes	908.19	878.02
61040 Employee Health ins	585.85	
61070 Employee Retirement	1,095.84	635.83
61080 Workers Comp	252.90	191.21
Total 61000 OR-LB- 30 Personnel Services	14,317.79	12,663.39
62000 OR-LB-31 Operations		
62010 Utilities		
62011 Utilities - Electric	2,006.06	2,038.35
62012 Utilities - Other	416.14	558.46
Total 62010 Utilities	2,422.20	2,596.81
62020 Operating Supplies	118.80	72.80
62030 Testing expense	80.00	
62040 Office Supplies		907.81
62050 Postage, Mailing Service	628.92	219.24
62060 Legal		1,794.00
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	771.00	744.00
62110 Education		
62212 Conference, Convention, Meeting		325.00
Total 62110 Education		325.00
62150 Backflow Expense	560.00	

Terrebonne Domestic Water District

Profit and Loss Comparison

November 2023

	TOTAL	
	NOV 2023	NOV 2022 (PY)
62160 Bank Charges		
62161 Bank Service Fees	275.64	
62162 Merchant Services Proc Fee	595.78	792.68
Total 62160 Bank Charges	871.42	792.68
62170 Billing support	507.18	287.41
62180 Computer Software	108.33	14.99
62190 Dues & Subscriptions	642.41	410.00
62200 Fuel	221.20	583.94
62220 Telephone, Telecommunications	360.22	463.27
62230 Refund	171.16	247.76
Total 62000 OR-LB-31 Operations	8,389.17	10,312.29
70000 Capital Outlay		
70100 System Improvements	40.00	
Total 70000 Capital Outlay	40.00	
Total Expenses	\$22,746.96	\$22,975.68
NET OPERATING INCOME	\$14,233.38	\$6,410.74
NET INCOME	\$14,233.38	\$6,410.74

Terrebonne Domestic Water District

Check Detail

November 15 - December 12, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10100 Bank-4506						
11/21/2023	Expense		WEBPAYMENT GATEWAY SERVICES		R	-95.44
				GATEWAY SERVICES WEBPAYMENT		95.44
12/01/2023	Expense		MCHNT PMNT PROC		C	-58.25
				MCHNT PMNT PROC SETTLEMENT XXXXXXXX1135 693		58.25
12/06/2023	Expense		WEBPAYMENT GATEWAY SERVICES		C	-79.29
				GATEWAY SERVICES WEBPAYMENT		79.29
10200 First Interstate -3877- General						
11/15/2023	Expense		FIRST INTERSTATE BANK		R	-40.50
				ACH SETTLEMENT ELEC DEBIT 1080788		40.50
11/16/2023	Expense		OREGON STATE TREASURY LGIP		R	-
				LGIP ACH OREGON ST TREAS LGIP ACH		90,000.00
						90,000.00
11/17/2023	Tax Payment		IRS	Tax Payment for Period: 11/11/2023-11/14/2023 Federal Taxes (941/943/944)	R	-864.62
						-864.62
11/17/2023	Tax Payment		OR Department of Revenue	Tax Payment for Period: 11/11/2023-11/14/2023 OR Income Tax	R	-254.22
						-254.22
11/17/2023	Expense		FIRST INTERSTATE BANK		R	-43.84
				ACH SETTLEMENT ELEC DEBIT 1080788		43.84
11/28/2023	Bill Payment (Check)	3958	AMERICAN BUSINESS SOFTWARE INC			-328.03
						-328.03
11/28/2023	Bill Payment (Check)	3959	ED STAUB & SONS PETROLEUM			-115.33
						-115.33
11/28/2023	Bill Payment (Check)	3960	OREGON HEALTH AUTHORITY			-75.00
						-75.00
11/29/2023	Check	3956	US POSTAL SERVICE	Hubdoc - https://app.hubdoc.com/document/489890031 - INV3956 United States Post Office - 3956	C	-216.36
						216.36
11/29/2023	Check	4859	FIRST INTERSTATE BANK		R	-154.86
				RETURNED DEPOSIT ITEM		-154.86
11/29/2023	Expense		PACIFIC POWER		R	-2,006.06
						2,006.06
11/29/2023	Bill Payment (Check)		PACIFIC POWER		R	-2,942.95
						-2,942.95
12/06/2023	Payroll Check	3978	Daniel J. Bruce	Pay Period: 12/01/2023-12/31/2023 Gross Pay - This is not a legal pay stub Employer Taxes Employer Retirement Contribution Edward Jones SEP Edward Jones SEP - Company Contribution		-5,603.92
						7,683.34
						589.68
						716.67
						213.13
						716.67

Terrebonne Domestic Water District

Check Detail

November 15 - December 12, 2023

DATE	TRANSACTION TYPE	NUM NAME	MEMO/DESCRIPTION	CLR	AMOUNT
			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)		1,887.30
12/06/2023	Payroll Check	3979 Jennifer A. Komiskey	Pay Period: 12/01/2023-12/31/2023		-2,820.78
			Gross Pay - This is not a legal pay stub		3,791.67
			Employer Taxes		318.51
			Employer Retirement Contribution		379.17
			Employer Health Ins. Contribution		585.85
			Edward Jones SEP		113.75
			Health Insurance		0.00
			Dental Insurance		0.00
			Edward Jones SEP - Company Contribution		379.17
			Health Insurance - Company Contribution		531.00
			Dental Insurance - Company Contribution		54.85
			OR Paid Family and Medical Leave		22.75
			OR Statewide Transit Taxes		3.68
			OR Employment Taxes		30.36
			OR Income Tax		254.22
			Federal Taxes (941/943/944)		864.64
12/11/2023	Bill Payment (Check)	3974 REPUBLIC SERVICES #675			-76.54
					-76.54
12/11/2023	Bill Payment (Check)	3966 ED STAUB & SONS PETROLEUM			-105.87
					-105.87
12/11/2023	Bill Payment (Check)	3962 Andrea Sheppard			-174.50
					-174.50
12/11/2023	Bill Payment (Check)	3975 REVEAL ACCOUNTING SOLUTIONS			-771.00
					-771.00
12/11/2023	Bill Payment (Check)	3970 MASTERCARD (FIB) #1292			-48.81
					-48.81
12/11/2023	Bill Payment (Check)	3973 Oregon Government Ethics Commission			-567.41
					-567.41
12/11/2023	Bill Payment (Check)	3963 AT&T MOBILITY			-126.22
					-126.22
12/11/2023	Bill Payment (Check)	3964 CENTRTEL TELEPHONE ANSWERING SERVICE			-229.80
					-229.80
12/11/2023	Bill Payment (Check)	3961 AMERICAN BUSINESS SOFTWARE INC			-179.15
					-179.15
12/11/2023	Bill Payment	3965 Deschutes County Community			-40.00

Terrebonne Domestic Water District

Check Detail

November 15 - December 12, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
	(Check)		Development			-40.00
12/11/2023	Bill Payment (Check)	3967	EDGE ANALYTICAL INC			-80.00
						-80.00
12/11/2023	Bill Payment (Check)	3972	ONE CALL CONCEPTS INC			-4.20
						-4.20
12/11/2023	Bill Payment (Check)	3976	SPECIAL DISTRICTS INSURANCE SERVICES			-585.85
						-585.85
12/11/2023	Check	3969	EDWARD JONES	FBO: Daniel Bruce \$716.67 - Employer Contribution, \$213.13 Employee Contribution		-929.80
				Employer portion		-716.67
				Employee portion		-213.13
12/11/2023	Check	3968	EDWARD JONES	FBO: Jennifer Komiskey \$358.33 - Employer Contribution, \$107.5 Employee Contribution		-492.92
				Employer portion		-379.17
				Employee portion		-113.75
12/11/2023	Bill Payment (Check)	3971	MASTERCARD (FIB) #2575			-983.94
						-983.94
12/12/2023	Bill Payment (Check)	3977	Kevin White			-40.00
						-40.00