

**Board Meeting Agenda**  
**Thursday, September 19, 2024, at 3:30 p.m.**  
**Smith Rock Community Church, 8344 11th Street, Terrebonne**

1. Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Consent Agenda
  - August 15, 2024 Meeting Minutes (Exhibit A)
5. Discussion and Action Items
  - a. Annexation Policy Updates(Exhibit B)
  - b. Res# 2024-004, Registered Agent and Registered Address (Exhibit C)
  - c. Res#2024-005, Public Records Request (Exhibit D)
  - d. Draft Res# 2024-006 Public Contracting Policy (Exhibit E)
  - e. Update on Future District Construction and Administrative Services (Tim & Linda)
  - f. Financial Report and Funding Discussion (Kristin and Ryan)
    - i. DEQ Clean Water State Revolving Fund
      1. Approve submission of Application
      2. Establish reserve bank account to accept loan
        - a. Motion to establish a reserve bank account, meeting the criteria for Banking Services in the SDAO Administrative Handbook, for the Terrebonne Sanitary District.
      3. Sample Sewer Use Ordinance (Exhibit F)
      4. Sample Sewer Rate Ordinance (Exhibit G)
  - g. Audits
    - i. FY 2023-2024 In-Lieu of Audit Filing with Secretary of State (Nancy)
    - ii. Future Audits (Kristin)
  - h. October and November, 2024 Meetings – Change time to 11 am or Noon
  - i. Training: Oregon Municipal Audit Law – Review the FAQs at <https://sos.oregon.gov/audits/Pages/muni-faq.aspx>
6. Other Items

*These can be any items not included on the agenda that the Board members wish to discuss as part of the meeting, pursuant to ORS 192.640.*
7. Adjourn

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities must be made to Linda Swearingen, 541-350-6012, [lllswear@aol.com](mailto:lllswear@aol.com) at least 48 hours in advance of the meeting.

This meeting will be conducted electronically, by phone, in person, and using Zoom. Members of the public may listen, view, and/or participate in this meeting in real time:

**Join on your computer, mobile app or room device**

Click Link below to join the meeting

<https://us06web.zoom.us/j/84660061410>

Meeting ID: 846 6006 1410

**Or call in (audio only)** (Toll-free)

+1 253-205-0468,,84660061410# US

United States, Tacoma (Toll-free)

+1 253-215-8782,,84660061410# US, Tacoma