



Notice is hereby given that a
REGULAR MEETING
Of the Board of Directors will be held at:
400 Church Street, Scotia, CA 95565

Thursday September 17, 2020

Regular Meeting at 5:30 P.M.

AGENDA

- A. CALL TO ORDER/ ROLL CALL** The Presiding Officer will call the meeting to order and the Board Clerk will call the roll of members to determine the presence of a quorum. **PLEASE REMEMBER TO SILENCE ALL CELL PHONES**

In accordance with the Governor's Executive Orders N-25-20 and N-29-20 SCSD Board of Directors shall conduct the District's business via teleconference as the Board chambers are closed at this time. **This meeting may be accessed by using the following call-in number: 1 669 900 6833. When prompted enter the meeting i.d. 813 4311 0300 and the following password 744468.** Please submit public comments in writing 24 hours ahead of the meeting, if possible. If anyone who wishes to teleconference the meeting and has ADA access needs, please call the SCSD Administrative Office not less than 24 hours in advance of the meeting time to make accommodations.

PLEDGE OF ALLEGIANCE

- B. SETTING OF AGENDA** The Board may adopt/revise the order of the agenda as presented

- C. CONSENT CALENDAR** Consent Calendar items are routine, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be moved so that it may be acted upon separately in business.

1. Approval of Previous Meeting Minutes—August 20, 2020 pp. 3
2. Approval of August 1 – August 31, 2020 RCB Check Registers pp 8
3. Approval of August 1 – August 31, 2020 Umpqua Check Registers pp. 17
4. Approval of RCB Mastercard Statement—July 9 – August 7, 2020 pp. 22
5. Approval of Umpqua Visa Statement— August 1 – August 31, 2020 pp. 25
6. Approval of Planwest Partners Invoice— August 2020 pp. 28

- D. PUBLIC COMMENT & WRITTEN COMMUNICATION** Regularly scheduled meetings provide an opportunity for members of the public to directly address the SCSD Board Members on any action item that has been described in the agenda for the meeting, before or during consideration of that item, or on matters not identified on the agenda within the Board jurisdiction. Comments are not generally taken on non-action items such as reports or information.
COMMENTS SHOULD BE LIMITED TO THREE MINUTES

- E. ADJOURN TO CLOSED SESSION**

1. Call to Order
2. Roll Call
3. Government Code §54956.9; Discuss pending litigation with District Legal Counsel
4. Closed session discussion

F. ADJOURN TO OPEN SESSION

1. Report out of closed session

G. PUBLIC HEARING - None

H. BUSINESS

1. New Business

- a. **Make a Recommendation to the Humboldt County Board of Supervisors to fill a vacancy on the Scotia Community Services District Board of Directors** pp. 31
- b. **Consider a Reinstating of Late Fees for Water and Wastewater Services, which were administratively waived due to COVID-19** pp. 38

2. Old Business - None

I. REPORTS

(5 minutes each)

The Board may briefly discuss any particular item raised; no action will be taken on these items.

1. **President's Report:**
2. **Board Director Reports:**
3. **General Manager's Report:**
4. **Board Clerk's Report:**
5. **District Counsel's Report:**
6. **Engineer's Report:**
7. **Fire Chief's Report:**

J. BOARD TRAINING – None

K. ADJOURNMENT

Next Regular Meeting of the SCSD will be October 15, 2020 at 5:30 PM. A Special meeting may be held prior to that.

Notice regarding the Americans with Disabilities Act: The District adheres to the [Americans with Disabilities Act](#). Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the SCSD Board of Directors have the right to have the decision reviewed by a State Court. The District has adopted [Section 1094.6](#) of the [Code of Civil Procedure](#) which generally limits the time within which the decision may be judicially challenged to 90 days.

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday August 20, 2020 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL PLEDGE OF ALLEGIANCE

Diane Black, Vice President – Present

Paul Newmaker, President– Present

Scott Pitcairn, Director – Present

Susan Pryor, Director – Absent

Nina Sellen, Director – Present

Staff Present: Leslie Marshall, General Manager, Julie Hawkins, Board Clerk

Others present: Caleb & Even of Tesla, and public members

B. SETTING OF AGENDA The Board may adopt/revise the order of the agenda as presented

Items H1c and H1d to swap order

C. CONSENT CALENDAR Consent Calendar items are routine, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be moved so that it may be acted upon separately in business.

1. Approval of Previous Meeting Minutes—July 16, 2020
2. Approval of July 1 – July 31, 2020 RCB Check Registers
3. Approval of July 1 – July 31, 2020 Umpqua Check Registers
4. Approval of RCB Mastercard Statement—June 8 – July 8, 2020
5. Approval of Umpqua Visa Statement— July 1 – July 31, 2020
6. Approval of Planwest Partners Invoice— July 2020

No questions & No public comment

Motion: To Approve Consent Calendar

Motion: Pitcairn **Second:** Black

Motion Vote: Ayes Black, Pitcairn, Newmaker, Sellen **Opposed:** None **Absent:** Sellen

Abstain: None

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Jane Hartford submitted several letters for Board of Director review. Those are included in the board packet.

The District received correspondence from the Humboldt County Office of Elections stating that they didn't receive enough qualified candidates to fill all seats up for election. The SCSD Board of Directors must make a recommendation to the Humboldt County Board of Supervisors, who will then appoint someone to the vacancy in lieu of election. This item will be formally presented to the Board at

the September 17, 2020 Regular Board meeting.

The District Received a letter from CALOES asking about out Flood Inundation Map and Emergency Action Plan. LM reaching out to SHN regarding this. Our flood inundation map has been approved, we need a letter certifying that in order to proceed with the Emergency Action Plan.

E. ADJOURN TO CLOSED SESSION

1. Call to Order

Diane Black, Vice President – Present

Paul Newmaker, President– Present

Scott Pitcairn, Director – Present

Susan Pryor, Director – Absent

Nina Sellen, Director – Present

2. Roll Call

3. Government Code §54956.9; Discuss pending litigation with District Legal Counsel

4. Closed session discussion

F. ADJOURN TO OPEN SESSION

1. Report out of closed session

Direction was given to Staff

G. PUBLIC HEARING – None

H. BUSINESS

1. New Business

a. Adopt Resolution 2020-11 Amending the Personnel Policies and Procedures

GM introduced, Board discussed. VP Black asked if our costs will increase due to change in policy to allow domestic partners to be covered by our insurance. GM explained that those costs would be covered by the employee.

No Public Comment

Motion: To Adopt Resolution 2020-11 Amending the Personnel Policies and Procedures

Motion: Newmaker **Second:** Pitcairn

Motion Vote: **Ayes:** Black, Pitcairn, Newmaker, Sellen **Opposed:** None Absent: Pryor

Abstain: None

b. Adopt Resolution 2020-12 Amending the Financial Management Policy

GM introduced and explained that Contracting & Bonding Requirements were added & minor administrative changes. Future RFPs will use this information. The Auditor's threshold was also changed for equipment.

The Board Discussed

No Public Comment

Motion: To Adopt Resolution 2020-12 Amending the Financial Management Policy

Motion: Black **Second:** Sellen

Motion Vote: **Ayes:** Black, Pitcairn, Newmaker, Sellen **Opposed:** None Absent: Pyror

Abstain: None

****Took a short recess for 5 minutes from 6:50 to 6:55****

c. Fiscal Year 2019/2020 Year End Financial Report

GM introduced and discussed the item. This is an end of year financial report to share with the Board how our Budget held up to actual expenses. (All documents referenced are included in the packet for this meeting.)

GM discussed each item and if it went over budget or under. Allocations for admin are spread across all classes because the district does not receive property taxes to cover general expenses. The allocations are spread across the classes based on where the majority of staff time is spent.

Board Discussed

No Public Comment

No Action is necessary. This item is informational only.

d. Tesla Battery Backup Proposal

GM introduced and discussed this item. (All documents referenced are included in the board packet for this meeting.) Caleb and Evan from Tesla joined the meeting and offered information and answered questions from the Board and the public.

The SCSD River Pump Control was identified as a qualified candidate for Tesla battery backup assistance. There is no upfront cost to the District aside from a \$100 refundable deposit. The Tesla batteries offer energy cost savings from PG&E – potentially \$36,000/year – District costs would be well within this amount.

Much of the maintenance can be done remotely. Any potential failures would be localized – not cascading. Board discussed and Director Sellen asked potential for vandalism – Evan discussed this with the board stating that there will be fences built around the batteries.

The District will have to insure the batteries – they will be equipment owned by the District.

Legal Counsel has reviewed the contract.

Public Comment: Delia Ansted asked how the SCSD contract compares with other cities in the County. Tesla representatives, Caleb & Evan explained that the agreements are standardized – the only changes are regarding equipment size based on the municipality. HBMWD and RCEA vetted the contract.

Ansted also asked if other projects were complete. Tesla reps responded that no, all projects will be moving forward at the same time.

Motion: Authorize the Board President to sign the agreement with Tesla Energy Products.

Motion: Newmaker **Second:** Pitcairn

Motion Vote: Ayes Black, Pitcairn, Newmaker, Sellen **Opposed:** None **Absent:** Sellen

Abstain: None

e. Discuss the billing and classification for Eel River Brewing Co. at 600k Bridge St. Scotia. Ca.

This item was presented last month – at that meeting, Ted Vivatson requested to be placed on the agenda to further discuss this item – however he is not present. Correspondence is included in the board packet for this meeting.

No discussion

No Public Comment

2. Old Business – None

I. REPORTS

1. President's Report: None

2. Board Director Reports:

VP Black may not be present at the next meeting as she will be out of town.

3. General Manager's Report:

-Staff discovered that PG&E never hooked up meters at the water plant – may be back-billed 5 years, three years are SCSD responsibility and 2 years are TOS responsibility.

-Stage 3 finished at water plant. Linear infrastructure complete. Regraded the site and is set up to accommodate new river pump intake system. Phase 3 of the subdivision has begun –LM understands that the rest of the corridor project has fallen by the wayside. LM reached out to the State regarding bonding requirements. LM understood that TOS was holding a bond which would require finishing the river pump component as part of Phase 3. LM is reaching out to appropriate people to follow up and find out the status.

-Primary Clarifier replacement. Approved submittal and sent to fabrication. Invoice for 30% of materials received. Deadline with FEMA Nov. 2nd. Will likely file an extension. Project will begin Sep, Oct. By the end of the year, we will have a new primary clarifier.

-Parks & Recreation building permit received but project is on hold because materials for the roofing are back logged due to Covid, but 707 Pest Company needs to complete their work first and they need a permit to do so. Mid to end of Sept is expected for project to begin.

Carp Shop roof and baseball field restrooms: Carp shop roof does not need historical analysis. Just need to apply for permit for re-roofing.

Baseball field restroom: Specs received for pre-built restroom facilities. Plans chosen are 2-unit with storage unit in between. ADA and Unisex. Locks would be installed.

Museum Plaza: Quotes received for the brickworks – still waiting on more quotes. Temp fencing has been removed allows that pathway to be accessed.

- Waiting on VP Black’s light near her house to be repaired.
- Conditional offer of employment made for an operator.
- Historian has to review garages near the WW Treatment Pond before any decisions are made about them.
- Gentleman who hit the fence will pay for the repairs.

4. Board Clerk’s Report: None

5. District Counsel’s Report: None

6. Engineer’s Report: None

7. Fire Chief’s Report: None

J. BOARD TRAINING – None

K. ADJOURNMENT at 7:34pm by Paul Newmaker

Next Regular Meeting of the SCSD will be September 17th, 2020 at 5:30 PM. A Special Meeting, may be held prior to that.

Approved:

Paul Newmaker, President
Board of Directors
Scotia Community Services District

Date

Attest:

Board Clerk
Scotia Community Services District

Date

Scotia Community Services District

Account QuickReport

As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
10000 - RCB Checking 28239						938,165.26
Bill Pmt -Check	08/01/2020	ACH	Credit Reporting Ser...		-108.00	938,057.26
Check	08/02/2020	Autopay	Card Service Center	VOID: RCB Mastercard Mo...	0.00	938,057.26
Deposit	08/03/2020			Deposit	200.00	938,257.26
Deposit	08/03/2020			Deposit	3,063.65	941,320.91
Check	08/04/2020	Autopay	AT&T	Office Administration Phones	-327.40	940,993.51
Check	08/04/2020	Autopay	AT&T	Parks Phone	-103.70	940,889.81
Check	08/04/2020	Autopay	AT&T	Water Plant	-235.63	940,654.18
Check	08/04/2020	Autopay	AT&T	Sewer Plant	-110.69	940,543.49
Deposit	08/04/2020			Deposit	190.31	940,733.80
Deposit	08/04/2020			Deposit	292.10	941,025.90
Deposit	08/04/2020			Deposit	606.71	941,632.61
Liability Check	08/05/2020	10002	United States Treas...	82-1570573	0.00	941,632.61
Liability Check	08/05/2020	10003	United States Treas...	VOID: 82-1570573	0.00	941,632.61
Deposit	08/05/2020			Deposit	385.42	942,018.03
Bill Pmt -Check	08/06/2020	51296	Alternative Business...		-450.46	941,567.57
Bill Pmt -Check	08/06/2020	51297	ClearStream Enviro...	Capital Project - Clarifier	-9,393.80	932,173.77
Bill Pmt -Check	08/06/2020	51298	Fortuna Ace	Statement Invoices 316107...	-98.12	932,075.65
Bill Pmt -Check	08/06/2020	51299	Johnson's Mobile R...		-235.22	931,840.43
Bill Pmt -Check	08/06/2020	51300	North Coast Laborat...	Wastewater Water Testing	-1,940.00	929,900.43
Bill Pmt -Check	08/06/2020	51301	SDRMA	7724	-1,244.40	928,656.03
Deposit	08/06/2020			Deposit	275.00	928,931.03
Deposit	08/06/2020			Deposit	806.21	929,737.24
Deposit	08/06/2020			Deposit	203.12	929,940.36
Deposit	08/06/2020			Deposit	158.00	930,098.36
Bill Pmt -Check	08/10/2020		PG&E	QuickBooks generated zer...	0.00	930,098.36
Bill Pmt -Check	08/10/2020	Autopay	PG&E	Winema Theater-09902818...	-179.91	929,918.45
Bill Pmt -Check	08/10/2020		PG&E	QuickBooks generated zer...	0.00	929,918.45
Bill Pmt -Check	08/10/2020	Autopay	PG&E	Williams St Carpenter Field...	-23.82	929,894.63
Bill Pmt -Check	08/10/2020		PG&E	QuickBooks generated zer...	0.00	929,894.63
Bill Pmt -Check	08/10/2020	Autopay	PG&E	Williams St-Firemans park ...	-44.64	929,849.99
Bill Pmt -Check	08/10/2020	Autopay	PG&E	Street Lighting 929756115...	-704.93	929,145.06
Bill Pmt -Check	08/10/2020	Autopay	PG&E	848 Williams St Carpenter ...	-129.32	929,015.74
Deposit	08/10/2020			Deposit	147.00	929,162.74
Deposit	08/10/2020			Deposit	100.00	929,262.74
Bill Pmt -Check	08/11/2020	ACH	PG&E		-3,799.78	925,462.96
Liability Check	08/11/2020	E-pay	EDD	093-5926-6 QB Tracking # ...	-180.45	925,282.51
Liability Check	08/11/2020	E-pay	United States Treas...	82-1570573 QB Tracking #...	-865.48	924,417.03
Liability Check	08/11/2020	E-pay	EDD	093-5926-6 QB Tracking # ...	-45.57	924,371.46
Check	08/11/2020	51302	John Hancock USA	PARS #86360	-251.47	924,119.99
Bill Pmt -Check	08/12/2020	ACH	Suddenlink Business	July 2020	-221.37	923,898.62
Liability Check	08/12/2020		QuickBooks Payroll ...	Created by Payroll Service ...	-3,044.19	920,854.43
Deposit	08/12/2020			Deposit	100.00	920,954.43
Bill Pmt -Check	08/13/2020	Autopay	PG&E	400 Church St 395215607...	-66.68	920,887.75
Deposit	08/13/2020			Deposit	235.00	921,122.75
Paycheck	08/13/2020	DD1069	Brandon W Wishneff	Direct Deposit	0.00	921,122.75
Paycheck	08/13/2020	DD1070	Julie A Hawkins	Direct Deposit	0.00	921,122.75
Paycheck	08/13/2020	DD1071	Lucette M Mosca	Direct Deposit	0.00	921,122.75
Deposit	08/13/2020			Deposit	687.05	921,809.80

Scotia Community Services District

Account QuickReport

As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/13/2020	51303	Humboldt Fence	Fence repair from impact, ...	-460.00	921,349.80
Bill Pmt -Check	08/13/2020	51304	Prentice, Long PC		-1,700.00	919,649.80
Bill Pmt -Check	08/13/2020	51305	Recology Eel River	496525 & 505547	-147.19	919,502.61
Bill Pmt -Check	08/13/2020	51306	Valley Pacific Petrol...		-765.17	918,737.44
Bill Pmt -Check	08/13/2020	51307	Whitchurch Enginee...		-4,521.90	914,215.54
Deposit	08/13/2020			Deposit	247.72	914,463.26
Deposit	08/13/2020			Deposit	20.00	914,483.26
Bill Pmt -Check	08/13/2020	51308	Planwest Partners		-13,500.21	900,983.05
Deposit	08/17/2020			Deposit	107.77	901,090.82
Deposit	08/18/2020			Deposit	100.00	901,190.82
Deposit	08/18/2020			Deposit	2,053.44	903,244.26
Deposit	08/18/2020			Deposit	1,118.27	904,362.53
Bill Pmt -Check	08/19/2020	51309	PARS	SCO020	-300.00	904,062.53
Bill Pmt -Check	08/19/2020	51310	Penny's Creations &...		-345.00	903,717.53
Bill Pmt -Check	08/19/2020	51311	Wendt Construction		-2,660.00	901,057.53
Deposit	08/20/2020			Deposit	4,243.53	905,301.06
Deposit	08/20/2020			Deposit	9,928.00	915,229.06
Deposit	08/20/2020			Deposit	85.00	915,314.06
Deposit	08/20/2020			Deposit	1,706.77	917,020.83
Deposit	08/20/2020			Deposit	9,677.61	926,698.44
Liability Check	08/25/2020	E-pay	EDD	093-5926-6 QB Tracking # ...	-248.01	926,450.43
Liability Check	08/25/2020	E-pay	United States Treas...	82-1570573 QB Tracking #...	-1,061.46	925,388.97
Liability Check	08/25/2020	E-pay	EDD	093-5926-6 QB Tracking # ...	-54.03	925,334.94
Check	08/25/2020	51312	John Hancock USA	PARS #86360	-436.73	924,898.21
Deposit	08/25/2020			Deposit	390.38	925,288.59
Deposit	08/25/2020			Deposit	250.00	925,538.59
Deposit	08/25/2020			Deposit	6,359.87	931,898.46
Deposit	08/25/2020			Deposit	460.00	932,358.46
Liability Check	08/25/2020	AJE	United States Treas...	82-1570573	-1.09	932,357.37
Liability Check	08/25/2020	AJE	United States Treas...	82-1570573	-40.59	932,316.78
General Journal	08/25/2020	AJE P...		FUTA can not be shut off, ...	41.68	932,358.46
Liability Check	08/26/2020		QuickBooks Payroll ...	Created by Payroll Service ...	-3,620.96	928,737.50
Deposit	08/26/2020			Deposit	4,224.33	932,961.83
Paycheck	08/27/2020	DD1072	Brandon W Wishneff	Direct Deposit	0.00	932,961.83
Paycheck	08/27/2020	DD1073	Julie A Hawkins	Direct Deposit	0.00	932,961.83
Paycheck	08/27/2020	DD1074	Lucette M Mosca	Direct Deposit	0.00	932,961.83
Deposit	08/27/2020			Deposit	806.84	933,768.67
Deposit	08/28/2020			Deposit	15,170.68	948,939.35
Deposit	08/28/2020			Deposit	84,916.02	1,033,855.37
Deposit	08/31/2020			Deposit	100,443.81	1,134,299.18
Bill Pmt -Check	08/31/2020	51313	Advanced Security		-394.50	1,133,904.68
Bill Pmt -Check	08/31/2020	51314	Alternative Business...		-75.63	1,133,829.05
Bill Pmt -Check	08/31/2020	51315	Anderson, Lucas, S...	pre-audit	-150.00	1,133,679.05
Bill Pmt -Check	08/31/2020	51316	Fortuna Ace	supplies	-19.05	1,133,660.00
Bill Pmt -Check	08/31/2020	51317	Johnson's Mobile R...		-235.44	1,133,424.56
Bill Pmt -Check	08/31/2020	51318	Penny's Creations &...	Lanscaping	-210.00	1,133,214.56
Bill Pmt -Check	08/31/2020	51319	Recology Eel River	20214	-42.00	1,133,172.56
Bill Pmt -Check	08/31/2020	51320	Sequoia Gas Co.		-85.10	1,133,087.46
Bill Pmt -Check	08/31/2020	51321	SHN		-362.50	1,132,724.96

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	08/31/2020	51322	Windy Point Fence		-700.00	1,132,024.96
Total 10000 · RCB Checking 28239					193,859.70	1,132,024.96
TOTAL					193,859.70	1,132,024.96

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Original Amount	Paid Amount	Balance
12000 · RCB Savings 10367							1,003.64
Deposit	08/01/2020			Interest	0.09	0.09	1,003.73
Deposit	08/31/2020			Interest	0.09	0.09	1,003.82
Total 12000 · RCB Savings 10367							1,003.82
TOTAL							1,003.82

12:30 PM

09/01/20

Cash Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Memo	Original Amount	Paid Amount	Balance
12100 · RCB Cust Deposit Savings 10797						
Deposit	08/08/2017		212 Mill St	100.00	100.00	100.00
Deposit	08/08/2017		220 Mill St	100.00	100.00	200.00
Deposit	08/08/2017		415 Church St	100.00	100.00	300.00
Deposit	08/29/2017		422 Church St	100.00	100.00	400.00
Deposit	08/29/2017		412 Church St	100.00	100.00	500.00
Deposit	08/29/2017		358 Eddy	100.00	100.00	600.00
Deposit	08/31/2017		Interest	0.01	0.01	600.01
Deposit	09/21/2017		409 Church St.	100.00	100.00	700.01
Deposit	09/21/2017		219 Mill St.	100.00	100.00	800.01
Check	09/30/2017		Service Charge	-10.00	-10.00	790.01
Deposit	09/30/2017		Interest	0.03	0.03	790.04
Transfer	10/10/2017		Funds Transf...	1,000.00	1,000.00	1,790.04
Deposit	10/10/2017		Bank Credited...	10.00	10.00	1,800.04
Deposit	10/17/2017		430 Church S...	100.00	100.00	1,900.04
Check	10/31/2017		Service Charge	-10.00	-10.00	1,890.04
Deposit	10/31/2017		Interest	0.08	0.08	1,890.12
Deposit	11/28/2017		213 Mill Street	100.00	100.00	1,990.12
Deposit	11/30/2017		217 Mill St.	100.00	100.00	2,090.12
General Journal	11/30/2017	1101	Bank refunde...	10.00	10.00	2,100.12
Deposit	11/30/2017		Interest	0.09	0.09	2,100.21
Deposit	12/05/2017		Deposit 403 C...	200.00	200.00	2,300.21
Deposit	12/14/2017		Deposit 214 ...	200.00	200.00	2,500.21
Deposit	12/28/2017		Deposit 360 E...	200.00	200.00	2,700.21
Deposit	12/31/2017		Interest	0.12	0.12	2,700.33
Deposit	01/16/2018		221 Mill Street	100.00	100.00	2,800.33
Deposit	01/31/2018		Interest	0.14	0.14	2,800.47
Deposit	02/15/2018		404 Church S...	100.00	100.00	2,900.47
Deposit	02/15/2018		401 Church S...	100.00	100.00	3,000.47
Deposit	02/15/2018		405 Church S...	100.00	100.00	3,100.47
Deposit	02/27/2018		418 Church S...	100.00	100.00	3,200.47
Deposit	02/28/2018		Interest	0.13	0.13	3,200.60
Deposit	03/08/2018		410 Church S...	100.00	100.00	3,300.60
Deposit	03/08/2018		406 Church S...	100.00	100.00	3,400.60
Transfer	03/27/2018		Transf Corner...	100.00	100.00	3,500.60
Deposit	03/27/2018		356 Eddy Street	100.00	100.00	3,600.60
Deposit	03/27/2018		428 Church St.	100.00	100.00	3,700.60
Deposit	03/29/2018		206 Mill Lane ...	100.00	100.00	3,800.60
Deposit	03/31/2018		Interest	0.17	0.17	3,800.77
Deposit	04/05/2018		424 Church S...	100.00	100.00	3,900.77
Deposit	04/06/2018		VOID: Duplicate	0.00	0.00	3,900.77
Deposit	04/20/2018		408 Church S...	100.00	100.00	4,000.77
Deposit	04/20/2018		413 Church S...	100.00	100.00	4,100.77
Deposit	04/30/2018		Interest	0.20	0.20	4,100.97
Deposit	05/30/2018		426 Church D...	100.00	100.00	4,200.97
Deposit	05/31/2018		Interest	0.27	0.27	4,201.24
Deposit	06/20/2018		416 Church St.	100.00	100.00	4,301.24
Deposit	06/28/2018		414 Church S...	100.00	100.00	4,401.24
Deposit	06/30/2018		Interest	0.35	0.35	4,401.59

12:30 PM

09/01/20

Cash Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Memo	Original Amount	Paid Amount	Balance
Deposit	07/02/2018		211 Mill Street	135.00	135.00	4,536.59
Deposit	07/02/2018		354 Eddy Street	100.00	100.00	4,636.59
Deposit	07/11/2018		Transfer A/R ...	-35.00	-35.00	4,601.59
Deposit	07/31/2018		Interest	0.39	0.39	4,601.98
Deposit	08/22/2018		422 Church N...	100.00	100.00	4,701.98
Deposit	08/31/2018		Interest	0.39	0.39	4,702.37
Deposit	09/26/2018		215 Mill Deposit	100.00	100.00	4,802.37
Deposit	09/30/2018		Interest	0.39	0.39	4,802.76
Transfer	10/16/2018		Funds Transf...	-100.00	-100.00	4,702.76
Deposit	10/17/2018		500 B Deposit	100.00	100.00	4,802.76
Deposit	10/18/2018		132 Main Dep...	100.00	100.00	4,902.76
Deposit	10/31/2018		Interest	0.41	0.41	4,903.17
Deposit	11/08/2018		607 1st Kosak...	100.00	100.00	5,003.17
Deposit	11/27/2018		506 B ST Dep...	100.00	100.00	5,103.17
Deposit	11/27/2018		137 MAIN De...	100.00	100.00	5,203.17
Deposit	11/27/2018		129 MAIN De...	100.00	100.00	5,303.17
Deposit	11/27/2018		624 2ND ST ...	100.00	100.00	5,403.17
Deposit	11/29/2018		601 1st Street	100.00	100.00	5,503.17
Deposit	11/30/2018		Interest	0.41	0.41	5,503.58
Transfer	12/13/2018		Funds Transf...	-1,300.00	-1,300.00	4,203.58
Deposit	12/19/2018		601 1st Street	100.00	100.00	4,303.58
Deposit	12/30/2018		Interest	0.40	0.40	4,303.98
Deposit	01/03/2019		614 1st Street	100.00	100.00	4,403.98
Deposit	01/08/2019	0027	customer dep...	-100.00	-100.00	4,303.98
Deposit	01/31/2019		510 B Street	100.00	100.00	4,403.98
Deposit	01/31/2019		Interest	0.37	0.37	4,404.35
Deposit	02/28/2019		Interest	0.34	0.34	4,404.69
Transfer	03/13/2019	EFT	Funds Transfer	100.00	100.00	4,504.69
Transfer	03/20/2019	EFT	Funds Transfer	100.00	100.00	4,604.69
Deposit	03/21/2019		Deposit	100.00	100.00	4,704.69
Transfer	03/27/2019		Funds Transfer	-100.00	-100.00	4,604.69
Transfer	03/27/2019		Funds Transfer	-100.00	-100.00	4,504.69
Transfer	03/27/2019		Funds Transfer	-100.00	-100.00	4,404.69
Deposit	03/28/2019		Deposit	100.00	100.00	4,504.69
Deposit	03/31/2019		Interest	0.38	0.38	4,505.07
Deposit	04/03/2019		Deposit	100.00	100.00	4,605.07
Deposit	04/03/2019		Deposit	100.00	100.00	4,705.07
Deposit	04/16/2019		Deposit	100.00	100.00	4,805.07
Transfer	04/16/2019	TRAN...	Funds Transf...	-300.00	-300.00	4,505.07
Deposit	04/30/2019		Deposit	135.00	135.00	4,640.07
Deposit	04/30/2019		Interest	0.38	0.38	4,640.45
Deposit	05/01/2019		Deposit	135.00	135.00	4,775.45
Deposit	05/02/2019		Deposit	100.00	100.00	4,875.45
Transfer	05/20/2019		Funds Transfer	400.00	400.00	5,275.45
Deposit	05/31/2019		Interest	0.42	0.42	5,275.87
Deposit	06/05/2019		Deposit	135.00	135.00	5,410.87
Transfer	06/11/2019		Transfer For ...	-35.00	-35.00	5,375.87
Transfer	06/11/2019		Transfer For ...	-35.00	-35.00	5,340.87
Transfer	06/11/2019	EFT	Transfer For ...	-35.00	-35.00	5,305.87

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09/01/20

Cash Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Memo	Original Amount	Paid Amount	Balance
Check	06/15/2019		Deposit Refund	-100.00	-100.00	5,205.87
Check	06/15/2019		Deposit Refund	-100.00	-100.00	5,105.87
Check	06/15/2019		Deposit Refund	-100.00	-100.00	5,005.87
Check	06/15/2019		Deposit Refund	-100.00	-100.00	4,905.87
Deposit	06/26/2019		Deposit	200.00	200.00	5,105.87
Deposit	06/30/2019		Interest	0.42	0.42	5,106.29
Deposit	07/09/2019		Deposit	200.00	200.00	5,306.29
Deposit	07/24/2019		Deposit	100.00	100.00	5,406.29
Deposit	07/31/2019		Interest	0.44	0.44	5,406.73
Deposit	08/31/2019		Interest	0.46	0.46	5,407.19
Transfer	09/23/2019		Transfer From...	-300.00	-300.00	5,107.19
Deposit	09/30/2019		Interest	0.44	0.44	5,107.63
Deposit	10/31/2019		Interest	0.43	0.43	5,108.06
Deposit	11/07/2019		Deposit	235.00	235.00	5,343.06
Deposit	11/20/2019		Deposit	100.00	100.00	5,443.06
Deposit	11/26/2019		Deposit	100.00	100.00	5,543.06
Deposit	11/30/2019		Interest	0.44	0.44	5,543.50
Deposit	12/31/2019		Interest	0.47	0.47	5,543.97
Deposit	01/02/2020		Deposit	100.00	100.00	5,643.97
Transfer	01/08/2020		Funds Transfer	-35.00	-35.00	5,608.97
Transfer	01/08/2020		Funds Transfer	-35.00	-35.00	5,573.97
Deposit	01/29/2020		Deposit	100.00	100.00	5,673.97
Deposit	01/31/2020		Interest	0.48	0.48	5,674.45
Deposit	02/04/2020		Deposit	100.00	100.00	5,774.45
Deposit	02/14/2020		Deposit	200.00	200.00	5,974.45
Deposit	02/21/2020		Deposit	135.00	135.00	6,109.45
Deposit	02/29/2020		Interest	0.47	0.47	6,109.92
Deposit	03/31/2020		Interest	0.58	0.58	6,110.50
Deposit	04/30/2020		Interest	0.55	0.55	6,111.05
Deposit	05/01/2020		Deposit	100.00	100.00	6,211.05
Deposit	05/21/2020		Deposit	100.00	100.00	6,311.05
Deposit	05/31/2020		Interest	0.58	0.58	6,311.63
Deposit	06/23/2020		Deposit	135.00	135.00	6,446.63
Deposit	06/23/2020		Deposit	100.00	100.00	6,546.63
Deposit	06/24/2020		Deposit	100.00	100.00	6,646.63
Deposit	06/30/2020		Interest	0.52	0.52	6,647.15
Transfer	07/01/2020		Funds Transfer	-35.00	-35.00	6,612.15
Deposit	07/16/2020		Deposit	100.00	100.00	6,712.15
Transfer	07/16/2020		Funds Transf...	-600.00	-600.00	6,112.15
Transfer	07/16/2020		Funds Transf...	-600.00	-600.00	5,512.15
Transfer	07/16/2020		Funds Transf...	-1,519.05	-1,519.05	3,993.10
Deposit	07/30/2020		Deposit	100.00	100.00	4,093.10
Deposit	07/31/2020		Deposit	50.00	50.00	4,143.10
Deposit	08/02/2020		Interest	0.45	0.45	4,143.55
Deposit	08/04/2020		Deposit	100.00	100.00	4,243.55
Deposit	08/04/2020		Deposit	100.00	100.00	4,343.55
Deposit	08/05/2020		Deposit	135.00	135.00	4,478.55
Deposit	08/05/2020		Deposit	100.00	100.00	4,578.55
Deposit	08/10/2020		Deposit	100.00	100.00	4,678.55

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Memo	Original Amount	Paid Amount	Balance
Deposit	08/20/2020		Deposit	100.00	100.00	4,778.55
Deposit	08/31/2020		Interest	0.39	0.39	4,778.94
Total 12100 · RCB Cust Deposit Savings 10797					4,778.94	4,778.94
TOTAL					4,778.94	4,778.94

12:42 PM

09/01/20

Accrual Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12150 · RCB Clarifier							
Deposit	01/16/2020			Deposit	40221 · Grants	4,398.00	4,398.00
Deposit	01/31/2020			Interest	40210 · Interes...	0.19	4,398.19
Deposit	02/25/2020			Deposit	40221 · Grants	3,085.00	7,483.19
Deposit	03/02/2020			Interest	40210 · Interes...	0.38	7,483.57
Deposit	03/05/2020			Deposit	-SPLIT-	197,503.56	204,987.13
Deposit	04/01/2020			Interest	40210 · Interes...	21.50	205,008.63
Deposit	04/30/2020			Interest	40210 · Interes...	25.21	205,033.84
Deposit	05/31/2020			Interest	40210 · Interes...	25.21	205,059.05
Deposit	06/30/2020			Interest	40210 · Interes...	16.81	205,075.86
Deposit	08/02/2020			Interest	40210 · Interes...	17.37	205,093.23
Deposit	08/31/2020			Interest	40210 · Interes...	17.37	205,110.60
Total 12150 · RCB Clarifier						205,110.60	205,110.60
TOTAL						205,110.60	205,110.60

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09/10/20

Accrual Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12152 · Umpqua Checking BT Loan							
Deposit	02/24/2020			Account Open...	30000 · Openi...	938,202.85	938,202.85
Deposit	02/29/2020			Interest	40210 · Interes...	20.05	938,222.90
Deposit	03/31/2020			Interest	40210 · Interes...	23.90	938,246.80
Deposit	04/30/2020			Interest	40210 · Interes...	23.14	938,269.94
Deposit	05/31/2020			Interest	40210 · Interes...	23.90	938,293.84
Deposit	06/30/2020			Interest	40210 · Interes...	23.14	938,316.98
Deposit	07/31/2020			Interest	40210 · Interes...	23.91	938,340.89
Total 12152 · Umpqua Checking BT Loan						938,340.89	938,340.89
TOTAL						938,340.89	938,340.89

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12155 · Umpqua CD Wastewater							
Transfer	02/04/2020			Funds Transfer	10000 · RCB C...	200,000.00	200,000.00
Deposit	02/29/2020			Interest	40210 · Interes...	227.95	200,227.95
Deposit	06/30/2020			Deposit	40210 · Interes...	1,072.95	201,300.90
Deposit	07/31/2020			Interest	40210 · Interes...	273.55	201,574.45
Total 12155 · Umpqua CD Wastewater						201,574.45	201,574.45
TOTAL						201,574.45	201,574.45

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09/10/20

Accrual Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12151 · Umpqua Park & Rec Savings							
Transfer	02/04/2020			Funds Transfer	10000 · RCB C...	272,631.00	272,631.00
Deposit	02/29/2020			Interest	40210 · Interes...	97.10	272,728.10
Deposit	03/31/2020			Interest	40210 · Interes...	69.86	272,797.96
Deposit	04/30/2020			Interest	40210 · Interes...	11.22	272,809.18
Deposit	05/31/2020			Interest	40210 · Interes...	11.58	272,820.76
Deposit	06/30/2020			Interest	40210 · Interes...	11.21	272,831.97
Deposit	07/31/2020			Interest	40210 · Interes...	11.59	272,843.56
Total 12151 · Umpqua Park & Rec Savings						272,843.56	272,843.56
TOTAL						272,843.56	272,843.56

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09/10/20

Accrual Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12154 · Umpqua CD Streets & Streetlight							
Transfer	02/04/2020			Funds Transfer	10000 · RCB C...	106,761.00	106,761.00
Deposit	02/29/2020			Interest	40210 · Interes...	121.68	106,882.68
Deposit	06/30/2020			Deposit	40210 · Interes...	572.75	107,455.43
Deposit	07/31/2020			Interest	40210 · Interes...	146.02	107,601.45
Total 12154 · Umpqua CD Streets & Streetlight						107,601.45	107,601.45
TOTAL						107,601.45	107,601.45

3:47 PM

09/10/20

Accrual Basis

Scotia Community Services District
Account QuickReport
As of August 31, 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
12153 · Umpqua CD Drainage							
Transfer	02/04/2020			Funds Transfer	10000 · RCB C...	35,711.00	35,711.00
Deposit	02/29/2020			Interest	40210 · Interes...	40.70	35,751.70
Deposit	06/30/2020			Deposit	40210 · Interes...	191.58	35,943.28
Deposit	07/31/2020			Interest	40210 · Interes...	48.85	35,992.13
Total 12153 · Umpqua CD Drainage						35,992.13	35,992.13
TOTAL						35,992.13	35,992.13



SCOTIA COMM SVCS DIST
Account Number: XXXX XXXX XXXX 0143

Billing Questions:

800-367-7576

Website:

www.cardaccount.net

Send Billing Inquiries To:

Card Service Center, PO Box 569120, Dallas, TX 75356

REDWOOD CAPITAL BANK Credit Card Account Statement
July 9, 2020 to August 7, 2020

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$817.00
- Payments	\$817.00
- Other Credits	\$0.00
+ Purchases	\$1,275.78
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$1,275.78

Account Number XXXX XXXX XXXX 0143
Credit Limit \$27,000.00
Available Credit \$25,724.00
Statement Closing Date August 7, 2020
Days in Billing Cycle 30

PAYMENT INFORMATION

New Balance: \$1,275.78
Minimum Payment Due: \$38.28
Payment Due Date: **September 2, 2020**

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
07/27	07/27	8559061K2EHM68D4W	PAYMENT - THANK YOU	\$817.00-
07/06	07/09	5554186JE09FGA8MY	HOMEDPOT.COM 800-430-3376 GA	\$155.12
07/07	07/09	5554186JE09FHN9S5	HOMEDPOT.COM 800-430-3376 GA	\$32.31
07/08	07/09	0230537JF00EHL9B2	USPS PO 0570740678 SCOTIA CA	\$70.00
07/19	07/20	5531020JTLQEGT0Y0	ADOBE ACROPRO SUBS 8004438158 CA	\$407.76
07/24	07/26	5545885JYLQKHEJMZ	USCELL RECURRING 1111111111 IL	\$319.60
07/27	07/28	5543286K15SVN2ZJ8	INTUIT *PAYROLLEE USAG 833-830-9255 CA	\$6.00
07/27	07/28	1547020K19K908YZS	TESLA 1888-518-3752CA	\$100.00
07/30	08/02	8518244K5WGNP1T5N	CALIFORNIA SPECIAL DIS SACRAMENTO CA	\$50.00
08/02	08/03	5543286K75S90E6NZ	CLEARPATHGPS, INC. 805-979-3442 CA	\$65.00

Transactions continued on next page

REDWOOD CAPITAL BANK
1550 N BROWN RD 150
LAWRENCEVILLE GA 30043



All payments on the account must be made at the address shown on your monthly billing statement and are considered to have been made on the date received at that address.

Account Number: XXXX XXXX XXXX 0143
New Balance: \$1,275.78
Minimum Payment Due: \$38.28
Payment Due Date: **September 2, 2020**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TX 75356-9100

SCOTIA COMM SVCS DIST
PO BOX 104
SCOTIA CA 95565-0104

11274709700001430000382800001275783



SCOTIA COMM SVCS DIST
Account Number: XXXX XXXX XXXX 0143

TRANSACTIONS (continued)

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
08/03	08/04	5542950K8JHB7KMTW	ZOOM.US 888-799-9666 8887999666 CA	\$14.99
08/06	08/07	0230537KQ00ESN9HM	USPS PO 0570740678 SCOTIA CA	\$55.00
LESLIE D MARSHALL				
TOTAL XXXXXXXXXXXXXXX1117				\$458.78

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	14.24% (v)	\$0.00	30	\$0.00
Cash Advances	14.24% (v)	\$0.00	30	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

Exciting news! Go online today and check out the all-new enhancements to the Card Service Center website. E-statements, additional payment options, links to Preferred Points website, and other helpful sites. Visit us today at www.cardaccount.net to enroll your credit card account(s) on the newly enhanced website.

Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.

CREDITING OF PAYMENTS

All payments received by 5:00 PM during the Card issuer's normal business day at the address indicated on the reverse side of this statement will be credited to your account as of the date of receipt of the payment. If payment is made at any location other than that address, credit of the payment may be delayed up to 5 days.

BILLING RIGHTS SUMMARY

What to do if You Think You Find a Mistake on Your Statement

If you think there is an error on your statement, write to us at BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043 as soon as possible. In your letter, give us the following information: your name and account number; the dollar amount of the suspected error; and if you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While we do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Your Rights if You are Dissatisfied with Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, all of the following must be true:

- The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
- You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
- You must not yet have fully paid for the purchase. If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043.

While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

EXPLANATION OF INTEREST CHARGES

The Interest Charge shown on the front is the sum of the Interest Charges computed by applying the Periodic Rate(s) to the Average Daily Balance and adding any applicable transaction charge authorized in the Cardholder Agreement. The method for computing the balance subject to Interest Charge is an average daily balance (including new purchases) method.

We figure the interest charge on your account by applying the periodic rate(s) to the "average daily balance" of your account (including in some instances current transactions). To get the "average daily balance", we take the beginning balance of your account each day, add any new cash advances and subtract any payments or credits and any unpaid interest charges. If you paid in full the Previous Balance shown on this statement by the payment due date shown on the previous statement, we subtract from each day's beginning balance the amount of such Previous Balance included in that beginning balance and also do not add in any new purchases. Otherwise the amount of the Previous Balance is not subtracted and we add in any new purchases. This gives us the daily balance. Then we add all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance."

HOW TO AVOID INTEREST CHARGES: You have until the payment due date shown on your periodic statement to repay your balance before an interest charge on purchases will be imposed.

ANNUAL FEE DISCLOSURES

If an annual fee is shown on the front of the statement, see the front for information about the following matters: the annual percentage rate for purchases, certain information regarding any variable rate feature, the amount of the annual fee, any minimum interest charge, and any transaction charges for purchases. The method for computing the balance subject to interest charge on your account is an Average Daily Balance (including new purchases) method and is explained above.

If you terminate your account within 30 days from the Closing Date shown on the front of this statement, you will not owe the annual fee (and have the right to have it credited to your account) and may use your card(s) during that 30 day period without becoming obligated for the annual fee. To terminate your account you should give us written notice sent to the address for billing inquiries as shown on the front of this statement. All cards should be cut in half and returned with your termination notice.

CREDIT BALANCES

Any credit balance on your account (indicated by a "-" on the front of this statement) is money we owe you. You can make charges against this amount or request and receive a full refund of this amount by writing us at: Card Service Center, PO Box 569120, Dallas, TX 75356-9120. Any amount not charged against or refunded upon request that is over \$1.00 (equal to or in excess of \$1.00 if you live in MA or any amount in NY) will be refunded automatically within six months after the credit balance was created (four billing cycles in MD).

O1AB5762 – 3 – 05/25/17

(PLEASE SHOW YOUR CORRECT NAME AND ADDRESS)

Name (if incorrect on reverse side)

Street address

City

State

Zip Code

Effective Date: Month, Day, Year

Signature

Home Phone

Work Phone



UMPQUA
B · A · N · K

BL ACCT 00002823-20000001
SCOTIA CSD
Account Number: ##### 3769
Closing Date: 08/31/20

Page 1 of 3



Account Inquiries



Customer Service: (866) 777-9013
Lost or Stolen Card: (866) 839-3485



Please Direct Written Inquiries to:
UMPQUA BANK
PO BOX 1952
SPOKANE, WA 99210-1952



To pay on-line:
www.umpquabank.com

Account Summary

Previous Balance	\$	20,054.90
Purchases	+	20,064.15
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	20,054.90 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	20,064.15

Payment Information



Total Minimum Payment Due \$20,064.15

Minimum Payment \$ 20,064.15

Payment Due Date 09/25/20

Mail Payments to: UMPQUA BANK PO BOX 2310 SPOKANE WA 99210-2310

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/13	08/14	PPLN01	24692160226100033938276	PG&E/EZ-PAY 800-743-5000 CA	\$ 20,000.00
Cardholder Name: LESLIE D MARSHALL					20,000.00
Total Charges for Account Number: 4807250900043777					
08/19	08/20	PPLN01	24431060233898000031632	COSTCO WHSE #0125 EUREKA CA	\$ 18.43
08/26	08/28	PPLN01	24164070240513310007361	PALCO PHARMACY00166595 SCOTIA CA	45.72
Cardholder Name BRANDON W WISNEFF					64.15
Total Charges for Account Number: 4807250900043785					
Payments, Adjustments and Others					
08/06	08/06		1989482	INTERNET PMT-THANK YOU	\$ 20,054.90 -

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY

UMPQUA BANK
PO BOX 1952
SPOKANE WA 99210-1952



UMPQUA
B · A · N · K

Account Number

3769

Check box to indicate
name/address change
on back of this coupon

☐

Closing Date

08/31/20

New Balance

\$20,064.15

Total Minimum Payment Due

\$20,064.15

Payment Due Date

09/25/20

AMOUNT OF PAYMENT ENCLOSED

\$

BL ACCT 00002823-20000001
SCOTIA CSD
PO BOX 104
SCOTIA CA 95665



MAKE CHECK PAYABLE TO:



UMPQUA BANK
PO BOX 2310
SPOKANE WA 99210-2310



Plan Level Information										
Plan Name	Plan Description	FCM *	Previous Balance	Average Daily Balance	Periodic Rate **	Corresponding APR	Finance Charges	Fees/Finance Charge	Effective APR	Ending Balance
Purchases										
PPLN01 001	PURCHASE	E	\$20,054.90	\$0.00	0.06008% (D)	21.9900%	\$0.00	\$0.00	0.0000%	\$20,064.15
Cash										
CPLN01 001	CASH	A	\$0.00	\$0.00	0.06554% (D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
Total			\$20,054.90	\$0.00			\$0.00	\$0.00	0.0000%	\$20,064.15
Days In Billing Cycle: 31						APR = Annual Percentage Rate				
*See last page for explanation of Finance Charge Method (FCM)						** Periodic Rate (M)=Monthly (D)=Daily				
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.										

NAME CHANGE

Please use blue or black ink to complete form

Last

First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

SIGNATURE REQUIRED**TO AUTHORIZE CHANGES** Signature _____



UMPQUA
B · A · N · K

BL ACCT 00002823-20000001
SCOTIA CSD
Account Number: ##### 3769
Closing Date: 08/31/20

Page 3 of 3



IMPORTANT INFORMATION

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge. The Finance Charge Calculation Method applicable to your account for Cash Advances, Balance Transfers and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

Method A - Average Daily Balance (including current transactions). The Finance Charge on purchases begins from the date the transaction is posted to your account, and the Finance Charge on cash advances begins from the date you obtained the cash advance, or the first day of the billing cycle in which it is posted to your account, whichever is later. There is no grace period.

We figure a portion of the Finance Charge on your applicable balance (i.e., Cash Advance balance, Balance Transfer balance, or Purchase Balance, as the case may be) by applying the applicable periodic rate to the applicable "average daily balance" (including current Transactions). To get the "average daily balance," we take the beginning balance of your Cash Advances, Balance Transfers, or Purchases, as the case may be, each day, add any new Cash Advances, Balance Transfers, or Purchases, as the case may be, and subtract any payments or credits applicable to Cash Advance balance, Balance Transfer balance, or Purchase balance, as the case may be. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance."

Payment Crediting and Credit Balance. Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited as of the date of receipt to the account specified on the payment coupon. Payments received at locations other than the address specified or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing that such amount be paid to you. Submit your request to the address indicated on the front of this statement after the phrase "Please Direct Written Inquiries to: ".

Closing Date. The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee. If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill, to the address found at the top of the first page of this bill under your financial institutions name. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports. You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agencies if you fail to fulfill the terms of your credit obligations.

Billing Disputes

Disputes regarding charges or billings hereunder shall be communicated in writing to Umpqua Bank at the address indicated in Section 18 of the Umpqua Bank Commercial Card Account Agreement. Communications should include the Commercial Cardholder name and Account number, the dollar amount of any dispute or suspected error, the reference number and a description of the dispute or error. Any communication regarding a dispute or suspected error must be received by Umpqua Bank within sixty (60) days of the date of the statement on which the disputed or incorrect charge first appeared or you will be deemed to have waived any objection to them. Disputed billings are categorized as, but not necessarily limited to, failure to receive goods or services charged, fraud, forgery, altered charges and charges incurred by telephone order where the authenticity of the charge is in question. Umpqua Bank will investigate disputes and billing errors, but it will not be responsible for resolving or correcting them.

INVOICE

DATE: August 31, 2020
TO: Paul Newmaker, Board President
Scotia Community Services District

INVOICE # 20-226-08

Approved for Payment

PROJECT: Scotia Community Services District Staffing Services for August 2020

Task 1 – Administrative Duties

1.1 Administrative Duties

General Admin tasks- filing, document prep, travel for meetings/staffing, responded to all incoming correspondence. Checked SCSD mail, phone messages. Staff meetings, operations meetings, etc. Ops Superintendent hours now include license stipend hours to reimburse for operating under licensure. Other licensure costs will be reimbursed as well, pending receipts, per policy.

1.2 Policies, Procedures, Ordinances

Reviewed Personnel Policies and Procedures, Financial Management Policy.

1.3 Community Meetings Preparation and Attendance

Met with parties on various District matters. Construction Meetings and continued coordination for Corridor Project/Phase 3 Subdivision plans via conference call.

1.4 CSD Board Meeting Preparation

Prepared agenda and board packet and attended regular and special board meetings. Zoom conference meetings for COVID-19. Coordinated with remote Board Clerk, Asst. GM.

1.5 Bookkeeping, Billing, Invoicing, and Banking

General billing and invoicing. QuickBooks and financial accounting. Banking. Payroll.

1.6 Website Postings, Emails, File Management

Regular website maintenance and development. Website posting and document publishing. General e-mail responses/correspondence. Filing records, etc. Email responses.

1.7 Budgeting

General budget review. End of Fiscal Year review and reports.

1.8 Grant Research and Writing

Continued correspondence with SHN on water and wastewater planning grant applications. FEMA grant meetings, SDRMA claim. USDA Search Grant. Tasked SHN with research for funding River Pumps Emergency Back-up Generator.

1.9 Personnel

Management and coordination of personnel, scheduling, policy review, etc. Conducted new Operator job interviews. Trained new Administrative position.

Task 2 – Operations/Management of District Assets

Continued operations for water, wastewater, parks and recreation, streets and street lighting, and storm drainage. WW Board meeting/inspection NPDES review and coordination with all staff, CIWQS/Lyris reporting, local limits study, log pond vegetation removal, park rentals, etc.

Services August 2020

Principal*	0 hours @ \$108 per hour	\$ 0.00
General Manager*	145.75 hours @ \$78 per hour	\$ 11,709.56
Asst. GM	28 hours @ \$58 per hour	\$ 1,672.72
W/WW Operations Superintendent**	26.50 hours @ \$58 per hour	\$ 1,583.11
GIS Analyst	2 hours @ \$72 per hour	\$ 148.32
Asst. Planner/Clerk*	0 hours @ \$62 per hour	\$ 0.00
Mileage Expenses	17.20 miles @ \$ 0.575/ mile	\$ 9.98
AMOUNT THIS INVOICE # 20-226-08		\$ 15,123.69

* time and activities may include travel.

** Ops Superintendent hours now include license stipend hours and other licensure reimbursements.

Please make check payable to: Planwest Partners
P.O. Box 4581
Arcata, CA 95518
Tax Identification Number: 90-0262382

Scotia CSD: Planwest Partners Staffing - August 2020

Task	Planwest Partners Inc.												
	Budget	July	Senior Planner	General Manager LM	Asst. GM ST	Ops Super-intendent BG	GIS Analyst JB	Asst. Planner/ Clerk	Planning Tech/Admin	Expense	Month Total	Year to Date Total	Remaining Budget
Rate	\$231,715.68		\$94.76	\$80.34	\$59.74	\$59.74	\$74.16	\$63.86	\$43.26				
Task 1 - Administrative Duties	\$144,454.08										\$9,063.68	\$17,681.69	\$126,772.39
1.1 Administrative Duties		\$1,384.84		6.25	3.00	16.00				\$9.98	\$1,647.17	\$3,032.00	
1.2 Policies, Procedures, Ordinances		\$521.18		5.00	3.00						\$580.92	\$1,102.10	
1.3 Community Meetings prep & attendance		\$140.60		9.00							\$723.06	\$863.66	
1.4 CSD Board Meeting (Prep & Attendance, Minutes)		\$1,144.85		15.50							\$1,245.27	\$2,390.12	
1.5 Bookkeeping, Banking, Billing, and Invoicing		\$1,807.65		12.75							\$1,024.34	\$2,831.99	
1.6 Website/Emails/File Management		\$1,032.06		11.00			2.00				\$1,032.06	\$2,064.12	
1.7 Budgeting		\$40.17		13.00							\$1,044.42	\$1,084.59	
1.8 Grant Research and Writing		\$261.11		1.50							\$120.51	\$381.62	
1.9 Personnel		\$2,285.57		19.00	2.00						\$1,645.94	\$3,931.51	
Task 2 - Operations/Management	\$87,261.60										\$6,060.01	\$10,942.21	\$76,319.40
2.1 Treated Water, Raw Water, and Distribution		\$2,702.72		33.25	6.00	4.00					\$3,268.71	\$5,971.43	
2.2 Wastewater Collection, Treatment, Discharge, NPDES		\$1,738.64		11.50	8.00	6.50					\$1,790.14	\$3,528.78	
2.3 Stormwater and Drainage		\$0.00									\$0.00	\$0.00	
2.4 CSD Streets & Alleys, Street Lighting		\$0.00									\$0.00	\$0.00	
2.5 Parks Recreation: Community Forest, Theatre, Museum, Carpenter shop, Landscaping		\$400.67		8.00	6.00						\$1,001.16	\$1,401.83	
2.6 Land & Easements		\$40.17									\$0.00	\$40.17	
Staff Hours			0.00	145.75	28.00	26.50	2.00	0.00	0.00	Total Hrs	202.25		
Total	\$231,715.68	\$13,500.21	\$0.00	\$11,709.56	\$1,672.72	\$1,583.11	\$148.32	\$0.00	\$0.00	\$9.98	\$15,123.69	\$28,623.90	\$203,091.79

Monthly Expenses	Expense
Mileage: 17.2 @ \$0.575/mile (miles)	\$9.98
Noticing Expenses	\$0.00
Printing Expenses	\$0.00
Postage Expenses	\$0.00
Monthly Expense Total	\$9.98

**Bruce Gehrke hours now include hours for license stipend: July retro-8 hrs, Aug - 8 hrs

Scotia Community Services District Staff Report

DATE: September 17th, 2020
TO: Scotia CSD Board of Directors
FROM: Leslie Marshall, General Manager and Julie Hawkins, Board Clerk
SUBJECT: Filling a Vacancy on the Scotia Community Services District through
Appointment in lieu of Election by the Humboldt County Board of Supervisors

Recommendation: Make a recommendation for filling the vacancy to the Humboldt County Board of Supervisors.

Action: Review the attached application for the vacancy on the SCSD Board of Directors and make a recommendation to the Humboldt County Board of Supervisors.

Discussion:

Due to an insufficient number of qualified candidates the Scotia Community Services District governing board available seats will not go to election on November 3, 2020.

Pursuant to Election Code, Section 10515, when the number of qualified candidates filing for a seat equals the number of available seats, those qualified candidates shall be appointed in lieu of election by the Humboldt County Board of Supervisors. The Office of Elections received declarations of candidacy from the following qualified candidates:

Seat	Term
Diane Black	4yr
Susan Pryor	4yr
Nina Sellen	2yr

Pursuant to Elections Code, Section 10515, when the number of qualified candidates filing for a seat is fewer than the number of available seats, the Board of Supervisors can appoint a qualified person to fill available seats. Qualified persons must at the time of the November 3rd Presidential General Election: (1) be registered to vote in Humboldt County, and (2) live in the district where they are being appointed. The Office of Elections requests that the SCSD board recommend a qualified person for each available seat for which there were no qualified candidates, as follows:

Seat	Term
Vacant Seat (Currently held by Scott Pitcairn)	2 yr

The District has received an application from one qualified candidate, Delia Ansted.

Fiscal Impact: None

Attachments: Application and Statement of Qualifications from Delia Ansted



COUNTY OF HUMBOLDT
Office of Elections & Voter Registration

2426 6th Street
Eureka, CA 95501-0788
707-445-7481
Fax 707-445-7204

AUG 17 2020

TO: Julie Hawkins, Board Clerk
Scotia Community Services District
PO Box 104
Scotia, CA 95565

FROM: Lucinda Jackson, Administrative Analyst

DATE: August 14, 2020

SUBJECT: Presidential General Election on November 3, 2020
Candidacy Results

REQUIRES A RESPONSE BEFORE SEPTEMBER 25, 2020

The Scotia Community Services District governing board available seats will not go to election on November 3, 2020, due to an insufficient number of qualified candidates.

Pursuant to Election Code, Section 10515, when the number of qualified candidates filing for a seat equals the number of available seats, those qualified candidates shall be appointed in lieu of election by the Humboldt County Board of Supervisors. The Office of Elections received declarations of candidacy from the following qualified candidates:

Name	Term
Diane Andrea Black	4 year
Susan Brooks Pryor	4 year
Nina L. Sellen	2 year

Pursuant to Elections Code, Section 10515, when the number of qualified candidates filing for a seat is fewer than the number of available seats, the Board of Supervisors can appoint a qualified person to fill available seats. Qualified persons must at the time of the November 3rd Presidential General Election: (1) be registered to vote in Humboldt County, and (2) live in the district where they are being appointed.

The Office of Elections requests your district board recommend a qualified person for each available seat for which there were no qualified candidates, as follows:

Needed	Term
1	2 years (ending 2022)

DISTRICT RECOMMENDATION CRITERIA & PROCESS

District recommendations for available seats **MUST**:

- ✓ be in writing.
- ✓ include the name, residential address, and term for each qualified person.
- ✓ be received by the Office of Elections **no later than September 25, 2020**.

Attached is a District Recommendation template to assist districts. An electronic Word document version of the template is available upon request. Emailed, mailed, and faxed recommendations are acceptable.

The Office of Elections contact information is provided below for convenience.

Humboldt County Office of Elections

2426 6th Street, Eureka, CA 95501

Fax: 707-445-7204

Email: humboldt_elections@co.humboldt.ca.us

Notice of appointment in lieu of election and notices of appointment will be mailed to the district after the Presidential General Election on November 3, 2020.

Please feel free to contact our office anytime if you have questions.

ATTACHMENT

District Recommendation Form

**DISTRICT RECOMMENDATION FOR
HUMBOLDT COUNTY BOARD OF SUPERVISORS
APPOINTMENT TO FILL AVAILABLE SEATS**
Elections Code, Section 10515

The _____ recommends the Humboldt County Board of
Supervisors make the following appointments to the District's governing board.
(district name)

Division/Trustee Area	Name of Appointee	Residential Address	Term (2 years / 4 years)

The District makes this recommendation with the understanding that each person recommended is
registered to vote in Humboldt County and lives within the District.

Date: _____

Signature

Name and Title



District: Scotia Date: 9-1-20

Name: Delia Ansted Age (optional): _____

Residence Address: 629 2nd St.

Business or Mailing Address: P.O. Box 352

Are you registered to Vote? Yes ☒ No ☐

County of Voter Registration: Humboldt

Phone (Daytime): 707-601-2948 Phone (Evening): 707-601-2948

E-mail: dansted4500@gmail.com

Education			
Institution	Major	Degree	Year

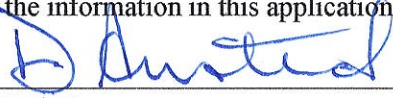
Work/Volunteer Experience				
Organization	City	Position	From	To
Hilfiker Pipe Co	Eureka	Purchasing & Inventory	Sept 2017	Present
Fox Farm	Samoa	Purchasing & Inventory	Oct 2015	Sept 2017

STATEMENT OF QUALIFICATIONS:

Please briefly describe your qualifications and why you are interested in serving on the Board of Directors. (Continue on additional page if necessary).
See attached.

CERTIFICATION:

I certify that the information contained in this application is true and correct. I authorize the verification of the information in this application.


Signature

9/1/20
Date

My background does not include any civic positions however I have been working my entire adult life in various planning and purchasing positions for manufacturing companies. Currently I am employed by Hilfiker Pipe Company.

I moved up to Humboldt from Monterey, Ca about 4 years ago and last year purchased my home in Scotia. I have attended many meetings of the board and am very interested in the future of our small town. I grew up in San Jose and know firsthand how messy it can be in a large city but I have also lived in smaller towns and have experienced both good and bad communities. I'm invested in Scotia and want it to be a safe and successful place to live with a community of caring residents.

Scotia Community Services District Staff Report

DATE: September 17th, 2020
TO: Scotia CSD Board of Directors
FROM: Leslie Marshall, General Manager and Julie Hawkins, Board Clerk
SUBJECT: Reinstating Late Fees for Service Accounts

Recommendation: Make a recommendation to reinstate late fees, which had been administratively waived due to COVID-19.

Action: Recommend to reinstate late fees, which had been administratively waived due to COVID-19.

Discussion:

Due to COVID-19, staff had administratively made the decision to waive late fees on accounts back in March 2020. Since then quite a few accounts have fallen behind or have neglected to pay on their accounts regularly. The outstanding balance for customer accounts is currently \$9,679.60 (see Attachment A). Staff has made many attempts to contact these accounts to set up payment plans and had also been working with legal on a process for liening properties that reach a certain threshold of non-payment.

Staff would like Board approval and support to re-instate charging late fees to customer accounts per pre-COVID policy, which is written that for accounts not paid in full, the bill becomes delinquent 20 days (5-day grace period) after the billing date, and will be charged a ten percent (10%) late penalty per month.

Staff has done some research via CSDA forum on other Special District policy on the matter, and it seems the trend is that while some Districts waived late fees earlier in 2020, they are now moving to re-instate late fees to bring their outstanding balances under control (See Attachment B).

All Municipalities and Special Districts are still under moratorium, per order of the Governor, for water shut-offs due to non-payment until further notice.

Fiscal Impact:

Recover the \$9,679.60 of outstanding revenues.

Attachments:

Attachment A: Redacted Aged Balance Report

Attachment B: CSDA Forum regarding Late Fees during COVID-19

AGED BALANCES

SCOTIA COMMUNITY SERVICES

DATE: 09/11/2020 AUTHOR: LMSCOT5

CRITERIA: ACCT#: 0 - 999999999 NAME: 0 - Z ZIP: 0 - 0 * includes unbilled transactions

Acct#	Stat	Customer	Current	Over 30	Over 60	Over 90	Balance
████	█	██████████	\$506.62	\$208.56	\$0.00	\$0.00	\$715.18
████	█	██████████	\$477.36	\$191.02	\$142.46	\$0.00	\$810.84
████	█	██████████	\$109.28	\$328.88	\$0.00	\$0.00	\$438.16
████	█	██████████	\$33.94	\$39.93	\$0.00	\$0.00	\$73.87
████	█	██████████	\$0.00	\$0.00	\$158.73	\$2376.66	\$2535.39
████	█	██████████	\$453.13	\$158.73	\$158.73	\$1309.01	\$2079.60
████	█	██████████	\$523.66	\$232.58	\$43.76	\$0.00	\$800.00
████	█	██████████	\$653.51	\$256.01	\$193.99	\$0.00	\$1103.51
████	█	██████████	\$453.13	\$193.73	\$158.73	\$317.46	\$1123.05
Totals(9):			\$3,210.63	\$1,609.44	\$856.40	\$4,003.13	\$9,679.60



Open Forum



Community Home Discussion 4.8K Library 496 Events 0 Members 11.8K

[← BACK TO DISCUSSIONS](#)

[Expand all](#) | [Collapse all](#) sort by thread ▼

Waiver of Late Fees -

Follow 

  Miriam Rosales 5 days ago
[Hello All, Our District elected to waiver late fees, disconnection fees, penalties, etc... in the ...](#)

1. Waiver of Late Fees -

0 LIKE

REPLY ▼



[Miriam Rosales](#)

Actions ▼

Posted 5 days ago

Hello All,

Our District elected to waiver late fees, disconnection fees, penalties, etc... in the midst of the pandemic. Although the area we live in is considered a disadvantaged community, we are considering striking the waiver and begin to assess fees as soon as October.

Any thoughts or comments from any District who has either started to assess late fee or is considering to do so, may you share how this process was rolled out. For example letter, notices and what was your communities response to it?

Thank you once again to all,
Miriam

Miriam Rosales
Administrative General Manager & Secretary of the Board
Seeley County Water District
Seeley
(760) 352-6612

2. RE: Waiver of Late Fees -

0 LIKE

REPLY ▼



[Debi Pizzo](#)

Actions ▼

Posted 2 days ago

We have also held the late fees and shut offs this year and are very interested to hear what others are doing in the next few months. Thank you for posting this question.

Debi Pizzo
Public Relations/Board Secretary
Quartz Hill Water District
Quartz Hill CA
(661) 943-3170

[▶ ORIGINAL MESSAGE](#)

3. RE: Waiver of Late Fees -

0 LIKE

Posted 2 days ago

REP Chat-How Can We Help?

UPLOAD
A PHOTO

Michael Saitone

Actions ▾

I too would be interested in this going forward. It is becoming a concern.

Michael Saitone
Hamilton Branch Community Services District
General Manager
530-596-3002

Michael Saitone
General Manager
Hamilton Branch Community Services District
Lake Almanor CA
(530) 596-3002

► ORIGINAL MESSAGE

4. RE: Waiver of Late Fees -

0 LIKE

REPLY ▾

UPLOAD
A PHOTO

Norma Rosales

Actions ▾

Posted 2 days ago

Our District is not conducting shut offs during this time but we are assessing late fees. We haven't received any negative feedback from customers regarding this practice. We have approximately 4,500 accounts and 22 accounts are past due. Of those 22 accounts, 5 have contacted us to establish payment plans. We haven't heard from the remaining 17. Each month these customers continue to receive a regular bill, a late notice, a telephone notification, and an individual letter asking them to contact us to establish payment arrangements.

Norma Rosales
Assistant General Manager
Carpinteria Valley Water District
Carpinteria
(805) 684-2816 x 105

► ORIGINAL MESSAGE

5. RE: Waiver of Late Fees -

0 LIKE

REPLY ▾



Miriam Rosales

Actions ▾

Posted 23 hours ago

Norma,
First and foremost, thank you for responding and sharing your current practices. The information you provided helped me.
Thank you once again.
Miriam

Miriam Rosales
Administrative General Manager & Secretary of the Board
Seeley County Water District
Seeley
(760) 352-6612

► ORIGINAL MESSAGE

6. RE: Waiver of Late Fees -

0 LIKE

REPLY ▾

UPLOAD
A PHOTO

Susan Wells

Actions ▾

Posted 2 days ago

The Golden Hills Community Services District (GHCSO) began voluntarily waiving late fees in March. GHCSO has just over 2900 water connections. The Board of Directors rescinded that waiver effective August 24, 2020. We cannot however, discontinue service for non-payment while the Governor's Executive Order remains in place.

For context, during the five months the late-fee waiver was in place, we did not see a significant increase in the number of past due accounts.

Susan Wells
General Manager
Golden Hills Community Services District
Tehachapi
(661) 822-3064

[➤ ORIGINAL MESSAGE](#)

7. RE: Waiver of Late Fees -

0 LIKE



Miriam Rosales

Actions ▾

Posted 22 hours ago

REPLY ▾

Susan,
I really appreciate you sharing your current practices. It seems some district's continued assessing late fees, while we waived all late fees. I also understand that accounts may not be disconnected under gov Newson's order.

I am thankful that you responded. I has helped me very much.
Miriam

Miriam Rosales
Administrative General Manager & Secretary of the Board
Seeley County Water District
Seeley
(760) 352-6612

[➤ ORIGINAL MESSAGE](#)

8. RE: Waiver of Late Fees -

0 LIKE



Jeff Beatty

Actions ▾

Posted 23 hours ago

REPLY ▾

MCWD has also been waiving late fees. At the beginning of the COVID-19 panic, we actively advertised the availability of deferred payment plans and had 3 of our 3,600 customers set up (and subsequently pay off) deferred payment plans. Our delinquency rate has almost tripled in the past three months (from about 4.5% to about 11.5%), and the number of customers who are at least 60 days late has about doubled.

When the governor ends the moratorium on water shut-offs (probably about Nov 4th) we will begin the process of untangling the mess with our delinquent customers.

Jeff Beatty
Finance Manager
Mammoth Community Water District
Mammoth Lakes CA
(760) 934-2596

[➤ ORIGINAL MESSAGE](#)



CALIFORNIA STATE
WATER RESOURCES
INSTITUTE

1112 "I" Street, Suite 200
Sacramento CA, 95814
877.924.2732 | 916.442.7887

FIND IT FAST

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Career Center
Membership Information
Take Action
Bill Tracking
Knowledge Base
Privacy Policy

CALIFORNIA SPECIAL DISTRICTS ALLIANCE



CALIFORNIA SPECIAL
DISTRICTS ALLIANCE



CALIFORNIA SPECIAL
DISTRICTS ALLIANCE



SPECIAL DISTRICT LEADERSHIP
FOUNDATION



DISTRICTS MAKE THE DIFFERENCE



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Property/Liability Credit Incentive Program



Scotia Community Services District

CIP Points Earned as of: 9/10/2020

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2020-21. **The CIP points earned will be applied toward the invoice for the 2021-22 program year. However, the actual dollar credit shown as 'Earned CIP Credits' on the invoice may differ from this report due to the actual General and Auto Liability amounts on the invoice.** The following earned credits have been documented:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	0	\$0	2	\$518
Special District Administrator designation from SDLF	0	\$0	2	\$518
Staff Attendance at SDRMA Workshop	0	\$0	2	\$518
Additional Staff Attendance at SDRMA Workshop	0	\$0	1	\$259
Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$259
Additional Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$259
Attendance at Approved Legal Seminar	0	\$0	1	\$259
Additional Attendance at Approved Legal Seminar	0	\$0	1	\$259
TargetSolutions Online Training Program	0	\$0	3	\$777
Use of SDRMA Safety Video Library	0	\$0	2	\$518
ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM	0	\$0	9	\$2,331
SDLF District of Distinction designation	0	\$0	4	\$1,036
Single Board Member Attendance at SDRMA Workshop	0	\$0	1	\$259
Additional Board Member Attendance at SDRMA Workshop	0	\$0	1	\$259
Single Board Member Attendance at CSDA Training	0	\$0	1	\$259
Additional Board Member Attendance at CSDA Training	0	\$0	1	\$259
Completion of two CSDA Education / Webinar sessions	0	\$0	2	\$518
General Safety Specialist Certificate	0	\$0	1	\$259
GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM	0	\$0	4	\$1,036
No Claims during the year	2	\$518	0	\$0
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM	2	\$518	0	\$0
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	2	\$518	13	\$3,366
5 YEAR NO CLAIMS BONUS	0	\$0	3	\$777
TOTAL CREDIT INCENTIVE POINTS	2	\$518	16	\$4,143

*For detailed information, please see the Property/Liability CIP criteria for the applicable Program Year. For questions, please contact our Claims department at claims@sdrma.org or 800.537.7790.

Workers' Compensation Credit Incentive Program



Scotia Community Services District

CIP Points Earned as of: 9/10/2020

The Credit Incentive Program (CIP) is designed to encourage our Members to take a proactive approach for loss prevention administration, training and safety/risk management. In an effort to assist our Members in achieving the lowest contributions possible, we performed a review of the documents submitted to date for the CIP program year 2020-21. The following earned credits have been documented and will be applied toward the annual renewal invoice for the 2021-22 program year:

CIP Criteria Description*	CIPs Earned	CIP \$ Earned	Unearned CIPs	Unearned CIP \$
SDRMA Safety Specialist Certificate	0	\$0	2	\$133
Special District Administrator designation from SDLF	0	\$0	2	\$133
Staff Attendance at SDRMA Workshop	0	\$0	2	\$133
Additional Staff Attendance at SDRMA Workshop	0	\$0	1	\$67
Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$67
Additional Management Staff Attendance at CSDA Sponsored Training	0	\$0	1	\$67
Attendance at OSHA/Safety Management Seminar	0	\$0	1	\$67
Injury, Illness and Prevention Program	0	\$0	2	\$133
TargetSolutions Online Training Program	0	\$0	3	\$200
Use of SDRMA Safety Video Library	0	\$0	2	\$133
ADMINISTRATION TRACK TOTALS - 9 POINTS MAXIMUM	0	\$0	9	\$600
SDLF District of Distinction designation	0	\$0	4	\$267
Single Board Member Attendance at SDRMA Workshop	0	\$0	1	\$67
Additional Board Member Attendance at SDRMA Workshop	0	\$0	1	\$67
Single Board Member Attendance at CSDA Training	0	\$0	1	\$67
Additional Board Member Attendance at CSDA Training	0	\$0	1	\$67
Completion of two CSDA Education / Webinar sessions	0	\$0	2	\$133
General Safety Specialist Certificate	0	\$0	1	\$67
GOVERNANCE TRACK TOTALS - 4 POINTS MAXIMUM	0	\$0	4	\$267
No Claims during the year	2	\$133	0	\$0
Utilization of Company Nurse	0	\$0	2	\$133
CLAIMS TRACK TOTALS - 2 POINTS MAXIMUM	2	\$133	0	\$0
COMBINED TRACK TOTALS - 15 POINTS MAXIMUM	2	\$133	13	\$866
5 YEAR NO CLAIMS BONUS	0	\$0	3	\$200
TOTAL CREDIT INCENTIVE POINTS	2	\$133	16	\$1,066

*For detailed information, please see the Workers' Compensation CIP criteria for the applicable Program Year. For questions, please contact our Claims department at claims@sdrma.org or 800.537.7790.