



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

Tuesday November 18th, 2025, at 5:30 P.M.
In Person and Via Zoom

AGENDA

- A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE** 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**

This meeting may be accessed by using the following call-in number: 1 669 900 6833. When prompted enter the meeting i.d. 847-6790-8842 and the following password 068836.

Or via Zoom Video Conferencing via URL: <https://us02web.zoom.us/j/82670141472?pwd=VXIKKzN0d1IyeWQ5TG5ta0c1Qlo5Zz09> meeting i.d. 847-6790-8842 and the following password 068836.

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.

All publicly posted documents on the District website are also available for inspection at the District office during regular business hours: 400 Church Street, Scotia CA 95565, Monday-Thursday 9:00am – 3:30 pm.

- B. SETTING OF THE 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 – Regular Meeting October 21st, 2025
 2. Approval of RCB Check Registers October 1-31, 2025.
 3. Approval of Columbia Bank (Formerly Umpqua) Check Registers October 1-31, 2025
 4. Approval of RCB Mastercard Statement – September Statement
 5. Approval of Columbia Bank (Formerly Umpqua) Visa Statement – October Statement
- 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. CLOSED SESSION - None**
- F. PUBLIC HEARING – None**

G. BUSINESS

1. New Business-

- a. Presentation and review of Draft FY 2024/25 Audit by Anderson, Lucas, Somerville & Borges, LLP
- b. Evaluate the date of the December Board Meeting for Holiday Conflicts
- c. Authorize purchase of a backup River Pump Motor

2. Old Business – None

H. 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**

I. BOARD TRAINING - None

J. ADJOURNMENT

Next Regular Meeting of the SCSD will be December 16th, 2025, 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. All publicly posted documents on the District website are also available for inspection at the District office during regular business hours:

400 Church Street, Scotia CA 95565, Monday-Thursday 9:00am – 3:30pm.

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Tuesday October 21st, 2025, at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:32 PM

Paul Newmaker, President– Present

Delia Ansted, Director – Present

Nina Sellen, Director – Present

Susan Pryor Board Vice President- Present

Andrew Perkins- Absent

Steve Coppini General Manager, Amber Sandum Board Clerk, Scott McLeran District Legal Counsel

B. SETTING OF THE AGENDA

Clerical changes to the date on the minutes in the packet should be September 16th not August

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes-Regular Meeting September 16th, 2025
2. Approval of RCB Check Registers- September 1-30, 2025
3. Approval of Umpqua Check Registers September 1-30, 2025
4. Approval of RCB Mastercard Statement – August Statement
5. Approval of Umpqua Visa Statement- September Statement

Motion: To Approve Consent Calendar

Motion: Sellen **Second:** Pryor

Motion Vote: Ayes Newmaker, Pryor, Sellen, Ansted, **Opposed:** None **Absent:** Perkins Abstain: None

No Public Comment

Motion Carries

D. PUBLIC COMMENT & WRITTEN COMMUNICATION – No Public Comment or Written Communication

E. CLOSED SESSION-NONE

F. PUBLIC HEARING – None

G. BUSINESS

a. New Business-None

Old Business – None

H. REPORTS –

1. **President's Report:** Dog Park looks great likes the positive feedback in the Community people from Rio Dell are coming over and using it
2. **Board Director Reports:** Director Sellen went to the Museum a few weeks ago and spent a couple of hours looking at stuff. She really enjoyed it. Director Sellen has been working on pulling up the weed matting at the Museum. I would like to see if she can get some help the matting is heavy. Director Ansted said at the Dog Park she was wondering if we can rethink the water trough it is difficult for little dogs. Likes that the water is controlled just thinks need something smaller. It is a great place to go.
3. **General Manager's Report:** Raylon is moving on she is moving out of the area. She was great for the Museum. Started the process of looking for someone. It got pretty quiet the last few weeks she said. Director Ansted asked if we posting the job. The job has been posted and we have received a few resumes. Vice President Pryor asked the Museum was now closed. The Museum is closed for the season.

Director Ansted asked what the guys were working on. Steve said they have been removing debris at the pond. There is an inspection at the Sewer Plant coming up so they have been working on that. Trying to get stuff done before the rain hits. Director Sellen commented on how nice the Office building looks.

Phase 4: Hoping to have something soon to finalize Phase 4. We are still waiting on stuff from TOS and SHN. There is nothing complicated. Basically what it means is that the CSD will be taking over the infrastructure.

4. **Board Clerk's Report:** Nothing to report
5. **District Legal Counsel's Report:** Excited to be working with everyone again looking forward to seeing the park
6. **Engineer's Report:** covered in the General Manager Report

I. BOARD TRAINING: None

J. ADJOURNMENT at 5:46 PM

Approved:

Paul Newmaker, President
Board of Directors
Scotia Community Services District

Date

Attest:

Board Clerk
Scotia Community Services District

Date

11:34 AM

11/04/25

Accrual Basis

Scotia Community Services District

Account QuickReport

As of October 31, 2025

Type	Date	Num	Name	Memo	Amount	Balance
10000 - RCB Checking 28239						638,180.43
Liability Check	10/01/2025		QuickBooks Payroll ...	Created by Payroll Service ...	-10,136.38	628,044.05
Deposit	10/01/2025			Deposit	12,958.89	641,002.94
Check	10/01/2025			Service Charge	-100.00	640,902.94
Paycheck	10/02/2025	EFTDD	Adam R Farland	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	Brandon W Wishneff	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	George Bruce Gehrke	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	Kathleen A Sandum	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	Raylon Ruff	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	William F Pedro Jr	Direct Deposit	0.00	640,902.94
Paycheck	10/02/2025	EFTDD	Steven L Coppini	Direct Deposit	0.00	640,902.94
Liability Check	10/02/2025	E-pay	EDD	093-5926-6 QB Tracking # ...	-749.06	640,153.88
Liability Check	10/02/2025	E-pay	United States Treas...	82-1570573 QB Tracking #...	-3,522.10	636,631.78
Check	10/02/2025	52928	John Hancock USA	PARS #86360	-1,430.24	635,201.54
Check	10/02/2025	52929	John Hancock USA	PARS #86360	-1,409.46	633,792.08
Check	10/02/2025	52930	John Hancock USA	PARS #86360	-1,505.82	632,286.26
Check	10/02/2025	52931	John Hancock USA	PARS #86360	-554.28	631,731.98
Bill Pmt -Check	10/02/2025	52932	Alternative Business...	Inv#MA25092501	-67.40	631,664.58
Bill Pmt -Check	10/02/2025	52933	Fortuna Ace	Inv#398067,398072	-657.00	631,007.58
Bill Pmt -Check	10/02/2025	52934	Mercer-Fraser Com...		-368.97	630,638.61
Bill Pmt -Check	10/02/2025	52935	SHN Consulting Eng...	Inv#127094	-2,025.50	628,613.11
Check	10/06/2025	EFT	Columbia Bank VIS...		-2,587.49	626,025.62
Deposit	10/06/2025			Deposit	45,934.67	671,960.29
Bill Pmt -Check	10/07/2025	EFT	AT&T		-1,166.09	670,794.20
Bill Pmt -Check	10/08/2025	EFT	Reynolds RV Repair	Inv#33959	-106.81	670,687.39
Deposit	10/08/2025			Deposit	5,370.31	676,057.70
Check	10/08/2025	EFT	Intuit		-191.05	675,866.65
Bill Pmt -Check	10/09/2025	52936	101 Auto Parts	Inv#3043	-28.68	675,837.97
Bill Pmt -Check	10/09/2025	52937	Anderson, Lucas, S...	Inv#66203	-10,000.00	665,837.97
Bill Pmt -Check	10/09/2025	52938	Cummins Sales and...	Inv#Y7-250911975, Y7-250...	-1,620.07	664,217.90
Bill Pmt -Check	10/09/2025	52939	Recology Eel River	20214	-204.90	664,013.00
Bill Pmt -Check	10/09/2025	52940	SDRMA	7724	-3,745.08	660,267.92
Bill Pmt -Check	10/09/2025	52941	Wyckoff Plumbing	Inv#2509-184532	-76.56	660,191.36
Bill Pmt -Check	10/10/2025	EFT	PG&E		-16,950.00	643,241.36
Bill Pmt -Check	10/10/2025	EFT	PG&E	0990281861-7 09.25	-512.25	642,729.11
Bill Pmt -Check	10/10/2025	EFT	PG&E	3912565129-7 09.25	-177.31	642,551.80
Liability Check	10/14/2025	E-pay	EDD	093-5926-6 QB Tracking # ...	-3.68	642,548.12
Bill Pmt -Check	10/14/2025	EFT	PG&E		-1,109.03	641,439.09
Bill Pmt -Check	10/14/2025		PG&E	QuickBooks generated zer...	0.00	641,439.09
Bill Pmt -Check	10/14/2025	EFT	PG&E	9999103557-9 09.25	-16.12	641,422.97
Deposit	10/14/2025			Deposit	4,247.09	645,670.06
Deposit	10/14/2025			Deposit	13,713.37	659,383.43
Liability Check	10/15/2025		QuickBooks Payroll ...	Created by Payroll Service ...	-9,167.24	650,216.19
Paycheck	10/16/2025	EFTDD	Adam R Farland	Direct Deposit	0.00	650,216.19
Paycheck	10/16/2025	EFTDD	Brandon W Wishneff	Direct Deposit	0.00	650,216.19
Paycheck	10/16/2025	EFTDD	Kathleen A Sandum	Direct Deposit	0.00	650,216.19
Paycheck	10/16/2025	EFTDD	Mary A Bullwinkel	Direct Deposit	0.00	650,216.19
Paycheck	10/16/2025	EFTDD	Raylon Ruff	Direct Deposit	0.00	650,216.19
Paycheck	10/16/2025	EFTDD	William F Pedro Jr	Direct Deposit	0.00	650,216.19

11:34 AM

11/04/25

Accrual Basis

Scotia Community Services District

Account QuickReport

As of October 31, 2025

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	10/16/2025	EFTDD	Steven L Coppini	Direct Deposit	0.00	650,216.19
Liability Check	10/16/2025	E-pay	EDD	093-5926-6 QB Tracking # ...	-732.22	649,483.97
Liability Check	10/16/2025	E-pay	United States Treas...	82-1570573 QB Tracking #...	-3,349.40	646,134.57
Deposit	10/16/2025			Deposit	3,524.95	649,659.52
Bill Pmt -Check	10/16/2025	52943	Microbac Laboratori...	Sept 6-Oct 8 Stmt	-2,315.00	647,344.52
Bill Pmt -Check	10/16/2025	52944	Prentice, Long PC	Inv#7888	-1,700.00	645,644.52
Bill Pmt -Check	10/16/2025	52945	Valley Pacific Petrol...	Inv#CL 25-919365	-1,847.44	643,797.08
Bill Pmt -Check	10/16/2025	52946	Whitchurch Enginee...	Inv#SCD-257090	-1,600.00	642,197.08
Bill Pmt -Check	10/16/2025	52947	Woods Pest Control	Inv#1343416	-85.00	642,112.08
Check	10/16/2025	52942	John Hancock USA	PARS #86360	-1,739.02	640,373.06
Deposit	10/21/2025			Deposit	11,883.18	652,256.24
Bill Pmt -Check	10/23/2025	52948	Humboldt County D...		-1,920.57	650,335.67
Bill Pmt -Check	10/23/2025	52949	Humboldt County Sh...	Permit#2801	-25.00	650,310.67
Bill Pmt -Check	10/23/2025	52950	PARS	SCO020	-300.00	650,010.67
Bill Pmt -Check	10/23/2025	52951	Steves Septic	Inv#36333	-800.00	649,210.67
Deposit	10/23/2025			Deposit	1,394.22	650,604.89
Liability Check	10/27/2025	E-pay	EDD	093-5926-6 QB Tracking # ...	-12.65	650,592.24
Check	10/27/2025	EFT	Redwood Capital Ba...		-946.43	649,645.81
Deposit	10/28/2025			Deposit	6,194.13	655,839.94
Transfer	10/28/2025			Funds Transfer to ICS Savi...	-200,000.00	455,839.94
Liability Check	10/29/2025		QuickBooks Payroll ...	Created by Payroll Service ...	-9,444.65	446,395.29
Check	10/29/2025	52952	John Hancock USA	PARS #86360	-1,671.36	444,723.93
Check	10/29/2025	52953	State Water Resour...	Exam fee for Brandon Wis...	-50.00	444,673.93
Paycheck	10/30/2025	EFTDD	Adam R Farland	Direct Deposit	0.00	444,673.93
Paycheck	10/30/2025	EFTDD	Brandon W Wishneff	Direct Deposit	0.00	444,673.93
Paycheck	10/30/2025	EFTDD	George Bruce Gehrke	Direct Deposit	0.00	444,673.93
Paycheck	10/30/2025	EFTDD	Kathleen A Sandum	Direct Deposit	0.00	444,673.93
Paycheck	10/30/2025	EFTDD	William F Pedro Jr	Direct Deposit	0.00	444,673.93
Paycheck	10/30/2025	EFTDD	Steven L Coppini	Direct Deposit	0.00	444,673.93
Liability Check	10/30/2025	E-pay	EDD	093-5926-6 QB Tracking # ...	-724.60	443,949.33
Liability Check	10/30/2025	E-pay	United States Treas...	82-1570573 QB Tracking #...	-3,394.84	440,554.49
Deposit	10/30/2025			Deposit	6,118.33	446,672.82
Bill Pmt -Check	10/30/2025	52954	James Sandum	Inv#002 Tank Repair at the...	-475.00	446,197.82
Deposit	10/31/2025			Deposit	19,527.27	465,725.09
Total 10000 · RCB Checking 28239					-172,455.34	465,725.09
TOTAL					-172,455.34	465,725.09

QuickBooks Payroll Services

Sent: 10/27/2025

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:
Direct Deposit \$9444.65

Total payment \$9444.65

to be withdrawn from RCB Checking 28239.

Payroll Run Summary for 10/30/2025:

Paychecks	Direct Deposit
Total	9,444.65
EFTDD Adam R Farland	1,451.66
EFTDD Brandon W Wishneff	2,244.44
EFTDD George Bruce Gehrke	471.33
EFTDD Kathleen A Sandum	1,385.72
EFTDD Steven L Coppini	2,560.44
EFTDD William F Pedro Jr	1,331.06

QuickBooks Payroll Services

Sent: 10/14/2025

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Direct Deposit	\$9167.24

Total payment	\$9167.24

to be withdrawn from RCB Checking 28239.

Payroll Run Summary for 10/16/2025:

Paychecks		Direct
Total		Deposit
EFTDD	Adam R Farland	9,167.24
EFTDD	Brandon W Wishneff	1,462.22
EFTDD	Kathleen A Sandum	2,316.01
EFTDD	Mary A Bullwinkel	1,372.03
EFTDD	Raylon Ruff	54.69
EFTDD	Steven L Coppini	91.15
EFTDD	William F Pedro Jr	2,560.43
		1,310.71

QuickBooks Payroll Services

Sent: 09/29/2025

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:
Direct Deposit \$10136.38

Total payment \$10136.38

to be withdrawn from RCB Checking 28239.

Payroll Run Summary for 10/02/2025:

Paychecks

		Direct Deposit
Total		10,136.38
EFTDD	Adam R Farland	1,494.93
EFTDD	Brandon W Wishneff	2,261.00
EFTDD	George Bruce Gehrke	511.90
EFTDD	Kathleen A Sandum	1,378.88
EFTDD	Raylon Ruff	455.75
EFTDD	Steven L Coppini	2,560.41
EFTDD	William F Pedro Jr	1,473.51

Scotia Community Services District
Account QuickReport
As of October 31, 2025

Type	Date	Num	Memo	Original Amount	Paid Amount	Balance
12100 · RCB Cust Deposit Savings 10797						14,106.06
Deposit	10/20/2025		Deposit	100.00	100.00	14,206.06
Deposit	10/31/2025		Interest	9.01	9.01	14,215.07
Total 12100 · RCB Cust Deposit Savings 10797					109.01	14,215.07
TOTAL					109.01	14,215.07

Scotia Community Services District
Account QuickReport
As of October 31, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
12001 · ICS RCB Savings Account 10367							2,485,860.53
Transfer	10/28/2025			Funds Transf...	10000 · RCB C...	200,000.00	2,685,860.53
Deposit	10/31/2025			Interest	40210 · Interes...	3,142.69	2,689,003.22
Total 12001 · ICS RCB Savings Account 10367						203,142.69	2,689,003.22
TOTAL						203,142.69	2,689,003.22

Scotia Community Services District
Account QuickReport
As of October 31, 2025

Type	Date	Num	Name	Memo	Original Amount	Paid Amount	Balance
12000 · RCB Savings 10367							301,325.51
Deposit	10/31/2025			Interest	256.03	256.03	301,581.54
Total 12000 · RCB Savings 10367						256.03	301,581.54
TOTAL						256.03	301,581.54

Scotia Community Services District
Account QuickReport
As of October 31, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
12152 · Columbia Bank Checking BT Loan							183,633.75
Deposit	10/31/2025			Interest	40210 · Interes...	1.56	183,635.31
Total 12152 · Columbia Bank Checking BT Loan						1.56	183,635.31
TOTAL						1.56	183,635.31

Scotia Community Services District
Account QuickReport
As of October 31, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
12151 · Columbia Bank Parks & Rec Savin							273,084.60
Deposit	10/31/2025			Interest	40210 · Interes...	2.32	273,086.92
Total 12151 · Columbia Bank Parks & Rec Savin						2.32	273,086.92
TOTAL						2.32	273,086.92



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
September 8, 2025 to October 8, 2025

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$478.40
- Payments	\$478.40
- Other Credits	\$0.00
+ Purchases	\$946.43
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$946.43

Account Number XXXX XXXX XXXX 0143
Credit Limit \$27,000.00
Available Credit \$25,919.00
Statement Closing Date October 8, 2025
Days in Billing Cycle 31

PAYMENT INFORMATION

New Balance: \$946.43
Minimum Payment Due: \$28.40
Payment Due Date: November 2, 2025

MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please DO NOT give out that information.

If you feel pressured or concerned about a phone call, please hang up and call us at 800-367-7576 (the phone number located on the back of your credit card). Our Card Service Center team is always glad to check and can verify the information.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
09/29	09/29	85431898G00XVA29F	PAYMENT - THANK YOU	\$478.40-

Transactions continued on next page

REDWOOD CAPITAL BANK
1550 N BROWN RD 150
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 0143
New Balance: \$946.43
Minimum Payment Due: \$28.40
Payment Due Date: November 2, 2025

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.

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



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
			TOTAL XXXXXXXXXXXXXXX0143	\$478.40-
09/12	09/14	55432867Z5WNESPYF	AMAZON MKTPL*QV28V1I93 AMZN.COM/BILL WA	\$434.98
09/15	09/16	5545885821D94J8EM	USCELL RECURRING CHICAGO IL	\$54.79
09/17	09/17	5543286845Y4WL9T3	AMAZON MKTPL*E49OV7UL3 AMZN.COM/BILL WA	\$26.05
09/24	09/25	55458858B1EF3NH2J	USCELL RECURRING CHICAGO IL	\$246.85
09/27	09/28	55432868E61Q94RGS	INTUIT *NULL CL.INTUIT.COM CA	\$56.00
10/02	10/02	55432868K62XPX5N0	CLEARPATHGPS, INC. 805-979-3442 CA	\$87.76
10/06	10/07	87021308PEHST23WK	FERNDALETECH FERNDAL CA	\$20.00
10/08	10/08	55432868T5VN2QZFD	CRAIGSLIST.ORG 415-399-5200 CA	\$20.00

STEVEN COPPINI

TOTAL XXXXXXXXXXXXXXX1117 \$946.43

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	18.24% (v)	\$0.00	31	\$0.00
Cash Advances	18.24% (v)	\$0.00	31	\$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



BL ACCT 00002823-20000001
SCOTIA CSD
Account Number: ####-####-####-3769
Page 1 of 3



Account Summary

Billing Cycle		10/31/2025
Days In Billing Cycle		31
Previous Balance		\$2,587.49
Purchases	+	\$24.68
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$2,587.49
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$24.68**

Credit Summary

Total Credit Line	\$40,000.00
Available Credit Line	\$39,975.32
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485

Go to ColumbiaBank.com

Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE	\$24.68
MINIMUM PAYMENT	\$24.68
PAYMENT DUE DATE	11/25/2025

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

TOTAL CORPORATE ACTIVITY					\$2,587.49-
Trans Date	Post Date	Reference Number	Transaction Description		Amount
10/06	10/06	5403160	INTERNET PMT-THANK YOU		\$2,587.49-

Cardholder Account Summary

STEVEN COPPINI ####-####-####-5170	Payments & Other Credits \$0.00	Purchases & Other Charges \$24.68	Cash Advances \$0.00	Total Activity \$24.68
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
10/22	10/23	PPLN01	24692165295109676957068	CHEVRON 0390116 RIO DELL CA	\$24.68

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

COLUMBIA BANK
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142



Account Number

####-####-####-3769

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/31/25	\$24.68	\$24.68	11/25/25

\$

BL ACCT 00002823-20000001
SCOTIA CSD
PO BOX 104
SCOTIA CA 95565

MAKE CHECK PAYABLE TO:

UMPQUA BANK COMMERCIAL CARD OPS
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142

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 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:

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. 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.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. 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.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. 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.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

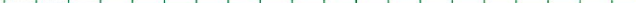
Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

- ◆ Your name and account number.
- ◆ The dollar amount of the suspected error.
- ◆ Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

Please provide a legal document evidencing your name change, such as a court document.

Please use blue or black ink to complete form

Last 

First Middle

Street

City _____ State _____ ZIP Code _____

Home Phone (| |) | - | | | Business Phone (| |) | - | | |

Cell Phone (| | | |) | | | | - | | | | E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES Signature _____

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$24.68
Cash									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

Scotia Community Services District

Staff Report

DATE: November 18th, 2025

TO: Scotia Community Services District Board of Directors

FROM: Steve Coppini, General Manager

SUBJECT: SCSD Draft Audit FY 2024/2025

RECOMMENDATION:

The Administrative staff recommends that the Board review and approve the Draft Audit for the Fiscal Year 2024/2025 for the Scotia Community Services District for Final Adoption by resolution at the next Board meeting in December.

ACTION:

Review and approve the Draft Audit for Fiscal Year 2024/2025 for the Scotia Community Services District for finalization.

DISCUSSION:

Per GC §61118(a) the board of directors shall provide for regular audits of the district's accounts and records pursuant to GC §26909. Scotia CSD has contracted with Anderson, Lucas, Somerville and Borges LLP from Fortuna, CA to conduct the District's annual audit. A draft of this Audit for FY 2024/2025 (July 1, 2024-June 30, 2025) is being submitted for Board review and approval at this Regular Board Meeting and will be brought back for adoption by resolution at a future Regular Board meeting.

FISCAL IMPACT:

The District budgeted \$23,500 for the FY 2024/2025 Annual Audit

ATTACHMENTS:

Draft FY 2024-2025 Audit of the Scotia Community Services District

SCOTIA COMMUNITY SERVICES DISTRICT
FINANCIAL STATEMENTS
June 30, 2025

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SCOTIA COMMUNITY SERVICES DISTRICT

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June 30, 2025

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ANDERSON, LUCAS, SOMERVILLE & BORGES, LLP

CERTIFIED PUBLIC ACCOUNTANTS

KEITH D. BORGES, CPA
BARBARA J. GUEST, CPA
DANIEL COLE, CPA
RITA CHISM
VANESSA ANDERSON, EA

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www.alsb.com

JAMES M. ANDERSON (1964-2001)
EUGENE B. LUCAS (1950-2013)
DAVID A. SOMERVILLE, INACTIVE

INDEPENDENT AUDITORS' REPORT

Board of Directors
Scotia Community Services District
Scotia, California

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Scotia Community Services District as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Scotia Community Services District as of June 30, 2025 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Minimum Audit Requirements for California Special Districts issued by the State Controller's Office. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Scotia Community Services District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Scotia Community Service District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Scotia Community Services District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Matters

Required Supplementary Information

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America required to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Anderson, Lucas, Somerville, & Borges

ANDERSON, LUCAS, SOMERVILLE, & BORGES, LLP

October 6, 2025
Fortuna, California

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BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

DRAFT

EXHIBIT A

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Net Position
June 30, 2025

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ (93,503)	\$ 4,497,498	\$ 4,403,995
Restricted Cash	-	13,880	13,880
Accounts Receivable	-	156,439	156,439
Grant Receivable	-	18,415	18,415
Prepaid Insurance	-	7,490	7,490
Total Current Assets	<u>(93,503)</u>	<u>4,693,722</u>	<u>4,600,219</u>
Capital Assets, Net of Accumulated Depreciation			
Water Services	-	4,726,605	4,726,605
Sewer Services	-	3,439,728	3,439,728
Governmental Services	<u>11,229,172</u>	<u>-</u>	<u>11,229,172</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>11,229,172</u>	<u>8,166,333</u>	<u>19,395,505</u>
Construction in Progress	-	431,315	431,315
Loan Costs, Net of Amortization	<u>40,845</u>	<u>-</u>	<u>40,845</u>
Total Assets	<u>11,176,514</u>	<u>13,291,370</u>	<u>24,467,884</u>
LIABILITIES			
Current Liabilities			
Accounts Payable	21,327	22,683	44,010
Grant Payable	-	4,812	4,812
Payroll Liabilities	-	3,581	3,581
Credit Card Payable	976	-	976
Loan Interest Payable	6,362	-	6,362
Customer Deposits	-	6,353	6,353
Current Portion of Long Term Debt	<u>62,000</u>	<u>-</u>	<u>62,000</u>
Total Current Liabilities	<u>90,665</u>	<u>37,429</u>	<u>128,094</u>
Loan Payable, Less Current Portion	<u>792,000</u>	<u>-</u>	<u>792,000</u>
Total Long-Term Liabilities	<u>792,000</u>	<u>-</u>	<u>792,000</u>
Total Liabilities	<u>882,665</u>	<u>37,429</u>	<u>920,094</u>
NET POSITION			
Investment in Capital Assets, net of debt	10,416,017	8,597,648	19,013,665
Restricted	-	13,880	13,880
Unrestricted	<u>(122,168)</u>	<u>4,642,413</u>	<u>4,520,245</u>
Total Net Position	<u>\$ 10,293,849</u>	<u>\$ 13,253,941</u>	<u>\$ 23,547,790</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Activities
For the Year Ended June 30, 2025

Functions/Programs	Expenses	Program Revenue			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Primary Government							
Governmental Activities:							
Streets and Lighting	\$ 35,874	\$ 75,218	-	-	39,344	-	39,344
Storm Drainage	22,993	19,670	-	-	(3,323)	-	(3,323)
Parks and Recreation	272,485	160,746	-	-	(111,739)	-	(111,739)
Total Governmental Activities	331,352	255,634	-	-	(75,718)	-	(75,718)
Business-Type Activities:							
Water Services	613,889	587,884	-	82,055	-	56,050	56,050
Sewer Services	445,407	832,414	-	86,357	-	473,364	473,364
Total Business-Type Activities	1,059,296	1,420,298	-	168,412	-	529,414	529,414
Total District Activities	\$ 1,390,648	1,675,932	\$ -	\$ 168,412	(75,718)	529,414	453,696
General Revenues:							
Other Income					2,658	8,721	11,379
Interest Income					8,208	24,624	32,832
Interest Expense					(26,370)	-	(26,370)
Operating Transfers (Note 9)					11,517	(11,517)	-
Total General Revenues and Transfers					(3,987)	21,828	17,841
Change in Net Position							
					(79,705)	551,242	471,537
Net Position - Beginning of Year					10,373,554	12,702,699	23,076,253
Prior Period Adjustment					-	-	-
Net Position - End of Year					<u>\$ 10,293,849</u>	<u>\$ 13,253,941</u>	<u>\$ 23,547,790</u>

FUND FINANCIAL STATEMENTS

DRAFT

SCOTIA COMMUNITY SERVICES DISTRICT
Balance Sheet of Governmental Funds
June 30, 2025

ASSETS

Cash and Cash Equivalents	\$ -
Restricted Cash	-
Accounts Receivable, Net of Allowance	-
Deposits	-
	<u>-</u>
Total Assets	<u><u>-</u></u>

LIABILITIES

Bank Overdraft	93,503
Accounts Payable	21,327
Credit Card Payable	976
Loan Interest Payable	6,362
	<u>122,168</u>
Total Liabilities	<u>122,168</u>

FUND BALANCE

Restricted	-
Unassigned (Deficit)	<u>(122,168)</u>
Total Fund Balance (Deficit)	<u>(122,168)</u>
Total Liabilities and Fund Balance	<u><u>\$ -</u></u>

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenditures, And Changes in Fund Balances of Governmental Funds
For the Year Ended June 30, 2025

OPERATING REVENUES

Streets and Lighting	\$ 75,218
Storm Drainage	19,670
Parks and Recreation	160,746
Other Income	<u>10,866</u>

Total Operating Revenues 266,500

OPERATING EXPENDITURES

Current Expenditures:	
Services and Supplies	201,065
Capital Expenditures:	
Park Improvements	<u>65,085</u>

Total Operating Expenditures 266,150

EXCESS OF REVENUES OVER (UNDER)
EXPENDITURES

350

NONOPERATING REVENUES (EXPENDITURES)

Principal Payments on Debt	(62,000)
Interest Income	-
Interest Expense	<u>(26,370)</u>

Total Nonoperating Revenues (Expenditures) (88,370)

OTHER FINANCING SOURCES (USES)

Transfers In (Out)	<u>11,517</u>
--------------------	---------------

NET CHANGE IN FUND BALANCE (76,503)

FUND BALANCE - Beginning of Year (45,665)

FUND BALANCE DEFICIT - End of Year \$ (122,168)

SCOTIA COMMUNITY SERVICES DISTRICT
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position
June 30, 2025

Reconciliation:

Total Fund Balances (Deficit) of Governmental Funds (Exhibit C) \$ (122,168)

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds balance sheet. However, the statement of net position includes those capital assets. In the current period, these amounts were as follows:

Capital Assets	11,643,587
Accumulated Depreciation	(414,415)
Loan Costs, Net of Amortization	40,845

Long-term liabilities applicable to the District are not due and payable in the current period and, accordingly, are not reported as governmental fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position as follows:

Long-term Debt	(854,000)
----------------	-----------

Net Position - Governmental Activities (Exhibit A)	\$ 10,293,849
--	---------------

SCOTIA COMMUNITY SERVICES DISTRICT
Reconciliation of the Statement of Revenues, Expenditures and Changes in
Fund Balances of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2025

Reconciliation:

Net Change in Fund Balance - Total Governmental Funds (Exhibit D) \$ (76,503)

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense as follows:

Capital Outlay Expense	65,085
Depreciation Expense	(126,488)
Amortization of Loan Costs	(3,799)

The repayment of principal of long-term debt consumes current financial resources, and therefore, is reported as debt service principal payments in the governmental funds. However, these payments have no impact on net position, and therefore, are not reported in the statement of activities as follows:

Debt Service Principal	62,000
------------------------	--------

Change in Net Position - Governmental Activities (Exhibit B) \$ (79,705)

PROPRIETARY FUNDS

DRAFT

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Net Position
Proprietary Funds
June 30, 2025

	<u>Water Activities</u>	<u>Sewer Activities</u>	<u>Total</u>
ASSETS			
Current Assets			
Cash and Cash Equivalents	\$ 1,239,816	\$ 3,257,682	\$ 4,497,498
Restricted Cash	6,940	6,940	13,880
Accounts Receivable	64,954	91,485	156,439
Grant Receivable	9,958	8,457	18,415
Prepaid Insurance	3,745	3,745	7,490
Total Current Assets	1,325,413	3,368,309	4,693,722
Construction in Progress	209,346	221,969	431,315
Total Capital Assets, Net of Accumulated Depreciation	4,726,605	3,439,728	8,166,333
Total Assets	6,261,364	7,030,006	13,291,370
LIABILITIES			
Current Liabilities			
Accounts Payable	16,958	5,725	22,683
Grant Payable	2,420	2,392	4,812
Customer Deposits	3,177	3,176	6,353
Payroll Liabilities	1,791	1,790	3,581
Total Current Liabilities	24,346	13,083	37,429
Total Liabilities	24,346	13,083	37,429
NET POSITION			
Investment in Capital Assets, net of debt	4,935,951	3,661,697	8,597,648
Restricted	6,940	6,940	13,880
Unrestricted	1,294,127	3,348,286	4,642,413
Total Net Position	<u>\$ 6,237,018</u>	<u>\$ 7,016,923</u>	<u>\$ 13,253,941</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
For the Year Ended June 30, 2025

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
OPERATING REVENUES			
Treated Water Sales	\$ 546,716	\$ -	\$ 546,716
Raw Water Sales	41,169	-	41,169
Sewer Charges	-	827,660	827,660
Other Revenue	-	4,753	4,753
Total Operating Revenues	587,885	832,413	1,420,298
OPERATING EXPENSES			
Personnel Expenses	61,189	78,113	139,302
Lab Testing and Monitoring	2,033	30,007	32,040
Professional Fees	5,181	5,533	10,714
Other Contract Services	2,111	9,600	11,711
Fees and Permits	3,707	9,045	12,752
Insurance	39,568	34,622	74,190
Operating Supplies	1,227	1,327	2,554
Chemical Supplies	13,275	10,682	23,957
Electrical	169,992	34,520	204,512
Repairs and Maintenance	12,695	615	13,310
Vehicle Expenses	2,986	1,163	4,149
Utilities and Communications	5,339	5,013	10,352
Software	2,155	2,419	4,574
Administrative Costs Allocation	125,169	109,511	234,680
Depreciation	149,484	97,670	247,154
Total Operating Expenses	596,111	429,840	1,025,951
Operating Income	(8,226)	402,573	394,347
NON-OPERATING REVENUES (EXPENSES)			
Grant Revenue	82,055	86,357	168,412
Operating Transfer In (Out)	(6,142)	(5,375)	(11,517)
Total Non-Operating Revenues (Expenses)	75,913	80,982	156,895
Net Income	67,687	483,555	551,242
NET POSITION			
Beginning of Year	6,169,331	6,533,368	12,702,699
End of Year	<u>\$ 6,237,018</u>	<u>\$ 7,016,923</u>	<u>\$ 13,253,941</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2025

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash Received from Customers and Users	\$ 575,469	\$ 871,046	\$ 1,446,515
Cash Paid for Goods and Services	(410,995)	(276,866)	(687,861)
Cash Paid for Contract Employees	(61,517)	(77,743)	(139,260)
Net Cash Provided by Operating Activities	<u>102,957</u>	<u>516,437</u>	<u>619,394</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Non Operating Grant Proceeds	82,055	86,357	168,412
Transfers to Other Funds	(6,142)	(5,375)	(11,517)
Net Cash Provided by Non-Capital Financing Activities	<u>75,913</u>	<u>80,982</u>	<u>156,895</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Acquisition of Capital Assets	(100,350)	(133,539)	(233,889)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(100,350)</u>	<u>(133,539)</u>	<u>(233,889)</u>
Net Increase in Cash and Cash Equivalents	78,520	463,880	542,400
Cash and Cash Equivalents - Beginning of Year	<u>1,168,236</u>	<u>2,800,742</u>	<u>3,968,978</u>
Cash and Cash Equivalents - End of Year	<u><u>\$ 1,246,756</u></u>	<u><u>\$ 3,264,622</u></u>	<u><u>\$ 4,511,378</u></u>

SCOTIA COMMUNITY SERVICES DISTRICT

Statement of Cash Flows

Proprietary Funds

For the Year Ended June 30, 2025

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating Income (Loss)	\$ (8,226)	\$ 402,573	\$ 394,347
Adjustment to Reconcile Operating Income (Loss) to Net Cash Provided By Operating Activities:			
Depreciation	149,484	97,671	247,155
(Increase) Decrease in:			
Accounts Receivable	(8,671)	38,633	29,962
Prepaid Expenses	(3,745)	(3,745)	(7,490)
Increase (Decrease) in:			
Accounts Payable	(26,256)	(19,065)	(45,321)
Accrued Liabilities	-	-	-
Accrued Payroll	(328)	(329)	(657)
Customer Deposits	699	699	1,398
Total Adjustments	<u>111,183</u>	<u>113,864</u>	<u>225,047</u>
Net Cash Provided by Operating Activities	<u>\$ 102,957</u>	<u>\$ 516,437</u>	<u>\$ 619,394</u>

NOTES TO FINANCIAL STATEMENTS

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SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Scotia Community Services District was formed in 2014 under Government Code 61000 to provide water, wastewater, parks and recreation, limited streets and street lighting, and storm drainage services to the community of Scotia.

The District is governed by a board of five directors elected at large from the area within the District's boundaries.

In May 2017, the Board approved the Asset Transfer and Transition Agreement with the Town of Scotia. Real property assets were transferred from the Town of Scotia to the District at no cost. These included the following:

- Water treatment facilities and river intake and distribution system infrastructure
- Wastewater treatment facilities and collection system and discharge infrastructure
- Parks and recreation facilities (Museum, Winema Theatre, Fireman's Park, carpenter shop, and Scotia Soccer Field and Community Forest.
- Streets and street lighting
- Storm drainage infrastructure

In addition to the real property, Town of Scotia also contributed \$155,000 for a contingency fund and purchase of office equipment. Town of Scotia also pre-paid water and sewer utilities in advance to facilitate the transfer.

The District's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Government Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. Although the District has the options to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds, the District has chosen not to do so. The more significant accounting policies established in GAAP and used by the District are discussed below.

SCOTIA COMMUNITY SERVICES DISTRICT**Notes to Financial Statements**

June 30, 2025

NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**B. Reporting Entity**

There are no significant activities or organizations over which the District has financial accountability which would require inclusion in the financial statements. Other entities operate within the District's boundaries. The following criteria were used to include or exclude other entities:

1. Simple Accountability:

The District's ability to appoint a voting majority of the other entities' governing board and, either:

- a. The District's ability to impose its will on the other entity, or
- b. The existence of a financial benefit or burden consideration between the other entity and the District

2. Fiscal dependency of the other entity upon the District.

C. Financial Statement Measurement Focus, Basis of Accounting and Presentation

The District is a multi-function special purpose government that uses separate funds to account for the transactions related to each of its distinct functions. Separate financial statements are presented for governmental and proprietary activities. These statements present each major fund as a separate column on the fund financial statements. The District has no non-major funds.

The District uses a governmental fund to account for the activities of its various parks and recreation properties, streets and street lighting, and storm drainage infrastructure, while it uses proprietary funds to account for its water and sewer activities.

The district-wide financial statements and the proprietary fund financial statements are reported using the economic resources measurement focus and the accrual method of accounting. Under this method of accounting, revenues are recognized when earned and measurable and expenses are recognized when the related liabilities are incurred. Grants and similar items are recognized as revenue as soon as eligibility requirements imposed by the provider are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. In general, the District considers most revenue items measurable and available only when cash is received. Typically, the revenues subject to accrual are charges for services, interest income, and intergovernmental revenues. Expenditures are recorded when the related liability is incurred.

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Cash and Cash Equivalents

Cash and cash equivalents for purposes of the statement of cash flows includes amounts in demand deposits as well as short-term investments with an original maturity date of three months or less.

E. Capital Assets

Capital assets, which include property, plant, equipment, vehicles and infrastructure assets, are reported in the applicable governmental or business-type activities column in the district-wide financial statements and in the fund financial statements for proprietary funds. All capital assets are recorded at cost or estimated historical cost if actual historical cost is not available. Donated assets are recorded at their fair market value on the date donated. The District has an informal capitalization threshold of \$2,500. Improvements are capitalized, while the cost of normal repairs and maintenance that do not add to the value of the asset or materially extend the asset's life are recorded as expenses in the period incurred. Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Water System	40 Years
Sewer System	40 Years
Other Equipment	5 to 10 Years
Vehicles	5 Years
Buildings and Improvements	40 Years

F. Charges for Services

Charges for services result from the District providing water and sewer services to District residents.

G. Net Position

The government-wide financial statements utilize a net position presentation. Net position categories are as follows:

- **Net Investment in Capital Assets** – Net investment in capital assets consists of capital assets, net of accumulated depreciation and amortization, and reduced by debt balances outstanding or other long-term borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- **Restricted** – Restricted consists of assets that have restrictions placed upon their use by external constraints imposed either by creditors (debt covenants), grantors, contributors, or laws and regulations of other governments or constraints imposed by law through Enabling legislation.
- **Unrestricted** – Unrestricted consists of the net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of the net investment in capital assets or restricted components of net position.

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

H. Fund Balance

The financial statements, governmental funds report fund balance as non-spendable, restricted, committed, assigned, or unassigned based primarily on the extent to which the District is bound to honor constraints on how specific amounts can be spent.

- **Non-spendable fund balance** - amounts that cannot be spent because they are either (a) not Spendable in form or (b) legally or contractually required to be maintained intact.
- **Restricted fund balance** – amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions enabling legislation.
- **Committed fund balance** - amounts that can only be used for specific purposes determined By formal action of the District's highest level of decision-making authority (the Board of Directors) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.
- **Assigned fund balance** – amounts that are constrained by the District's intent to be used for specific purposes. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose.
- **Unassigned fund balance** – the residual classification for the District's general fund that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

The Board of Directors established, modifies, or rescinds fund balance commitments and assignments by passage of an ordinance or resolution. This is done through adoption of the budget and subsequent budget amendments that occur throughout the year.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, followed by the unrestricted, committed, assigned, and unassigned resources as they are needed.

I. Inventory

The District does not maintain a supplies inventory. Supplies are purchased as needed and expensed when purchased.

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 1 — SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. Policy for Defining Operating and Non-operating Revenues

Operating revenues consist of customer fees for water and sewer services and operating expenses consist of expenses related to providing such services. Non-operating revenues consist of other revenues and expenses such as interest, grants, and government support.

K. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

L. Inter-fund Activity

Authorized transfers between funds are treated as interfund transfers and included in the results of operations of both governmental and proprietary funds. Cash collected or payments made by one fund on behalf of another fund are treated as short-term interfund loans that affect only the statement of net assets of the funds involved. Interfund loan balances are reported in fund financial statements. Interfund loan balances between similar fund types are eliminated in the district-wide Statement of Net Position while interfund loan balances between governmental and business-type funds are reported in the district-wide Statement of Net Position.

During the fiscal year ended June 30, 2025, the District made inter-fund transfers as detailed at Note 9.

NOTE 2 — CASH AND INVESTMENTS

Cash and investments as of June 30, 2025, are classified as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Cash and Investments	\$ (93,503)	\$ 4,497,498	\$ 4,403,995
Cash - Restricted	-	13,880	13,880
	<u>\$ (93,503)</u>	<u>\$ 4,511,378</u>	<u>\$ 4,417,875</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 3 — CAPITAL ASSETS

Depreciation expense was charged to various functions at June 30, 2025, as follows:

Governmental Activities:	
Parks and Recreation	\$ 126,487
Business-type Activities:	
Water Fund	\$ 149,484
Wastewater Fund	97,670
Total Business-type Activities	<u>\$ 247,154</u>
Total Depreciation Expense	<u>\$ 373,641</u>

The following is a summary of capital assets for the year ended June 30, 2025:

	June 30, 2025				
	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Contributed Assets</u>	<u>Ending Balance</u>
<u>GOVERNMENTAL</u>					
Capital Assets Not Being Depreciated					
Land	\$ 7,818,300	\$ -	\$ -	\$ -	\$ 7,818,300
Total Capital Assets, Not Being Depreciated	<u>7,818,300</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,818,300</u>
Other Capital Assets					
Office Building	220,000	-	-	-	220,000
Office Building Improvements	20,365	-	-	-	20,365
Office Equipment	4,615	3,121	-	-	7,736
Museum Building	95,020	-	-	-	95,020
Museum Improvements	380,163	-	-	-	380,163
Park Gate Automatic	14,151	-	-	-	14,151
Theatre	285,399	-	-	-	285,399
Winema Theatre Improvements	61,707	30,342	-	-	92,049
Carpenter Shop	299,932	10,450	-	-	310,382
Vehicles	18,838	-	-	-	18,838
Park & Ball Fields Improvements	121,697	13,811	-	-	135,508
Soccer Field Improvements	25,055	-	-	-	25,055
Equipment	295,299	7,361	-	-	302,660
Phase 3 Contribution	455,510	-	-	-	455,510
Utility Corridor Infrastructure	1,235,802	-	-	-	1,235,802
Baseball ADA / Bathroom	226,649	-	-	-	226,649
Total Other Capital Assets	<u>3,760,202</u>	<u>65,085</u>	<u>-</u>	<u>-</u>	<u>3,825,287</u>
Less: Accumulated Depreciation	<u>(287,928)</u>	<u>(126,487)</u>	<u>-</u>	<u>-</u>	<u>(414,415)</u>
Capital Assets, Net	<u>\$ 11,290,574</u>	<u>\$ (61,402)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,229,172</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 3 — CAPITAL ASSETS (Continued)

	June 30, 2025				
	Beginning Balance	Additions	Deletions	Contributed Assets	Ending Balance
<u>WATER</u>					
Water Facility	\$ 504,000	\$ -	\$ -	\$ -	\$ 504,000
Distribution Lines	1,400,000	-	-	-	1,400,000
Office Equipment	716	-	-	-	716
Raw Water Tank	916,200	-	-	-	916,200
Treated Water Tank	573,000	-	-	-	573,000
Fire Water Tanks	229,050	-	-	-	229,050
River Intake Pumps	30,400	-	-	-	30,400
River Intake Structure	625,000	-	-	-	625,000
River Pump House	100,000	-	-	-	100,000
Vehicles	43,832	-	-	-	43,832
Equipment	6,526	18,300	-	-	24,826
Hydrant/Metering (District share)	10,000	-	-	-	10,000
Phase 3 Contribution	728,422	-	-	-	728,422
Utility Corridor Infrastructure	551,181	-	-	-	551,181
Total Other Capital Assets	<u>5,718,327</u>	<u>18,300</u>	<u>-</u>	<u>-</u>	<u>5,736,627</u>
Less: Accumulated Depreciation	<u>(860,537)</u>	<u>(149,484)</u>	<u>-</u>	<u>-</u>	<u>(1,010,021)</u>
Capital Assets, Net	<u>\$ 4,857,790</u>	<u>\$ (131,184)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,726,606</u>

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 3 — CAPITAL ASSETS (Continued)

	June 30, 2025				
	Beginning Balance	Additions	Deletions	Contributed Assets	Ending Balance
SEWER					
Capital Assets Not Being Depreciated					
Land (Log Pond)	\$ 483,642	\$ 28,884	\$ -	\$ -	\$ 512,526
Total Capital Assets, Not Being Depreciated	483,642	28,884	-	-	512,526
Other Capital Assets					
Waste Disposal Facilities	240,700	-	-	-	240,700
Fencing	17,642	-	-	-	17,642
Generator and Propane Tank	30,088	-	-	-	30,088
Vehicles	55,887	-	-	-	55,887
Collection System	109,720	-	-	-	109,720
Wastewater Distribution Lines	84,960	-	-	-	84,960
Collection Lines	1,400,000	-	-	-	1,400,000
Office Equipment	1,500	-	-	-	1,500
Equipment	12,082	18,300	-	-	30,382
Primary Clarifier	192,144	-	-	-	192,144
Phase 3 Contribution	914,445	-	-	-	914,445
Utility corridor Infrastructure	411,825	-	-	-	411,825
Total Other Capital Assets	3,470,993	18,300	-	-	3,489,293
Less: Accumulated Depreciation	(464,422)	(97,670)	-	-	(562,092)
Capital Assets, Net	\$ 3,490,213	\$ (50,486)	\$ -	\$ -	\$ 3,439,727

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 4 — LONG TERM DEBT

The District received a loan through Umpqua Bank for \$1,171,000 at 2.98% interest with payments beginning 4/1/2020 for future ADA improvements to public buildings in Scotia. The maturity date is October 2036. Payments are due April 1 and October 1 each year.

The following are principal and interest requirements for the next five years until the maturity date:

<u>Years Ending</u> <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	63,000	24,987	87,987
2027	65,000	23,095	88,095
2028	67,000	21,143	88,143
2029	69,000	19,132	88,132
2030	71,000	17,061	88,061
2031-2035	389,000	52,016	441,016
2036	130,000	3,889	133,889
Total	<u>\$ 854,000</u>	<u>\$ 161,323</u>	<u>\$ 1,015,323</u>

NOTE 5 – PENSION PLAN AND EMPLOYEE BENEFIT TRUST

The District adopted The Scotia Community Services District Public Agency Retirement Services (PARS) Defined Contribution Plan (the Plan) effective September 1, 2018 for the benefit of its eligible employees to provide retirement benefits to the employees. The Plan and Trust were established to hold assets of the Plan which qualifies under Section 401(a) as a governmental profit-sharing plan.

It is the intention of the employer to make contributions to the Plan equal to 7% of compensation. Such contributions will be made before the close of the Plan Year and be allocated to each participant in the ratio that each participant's compensation bears to the compensation of all participants. The employee will make mandatory contributions equal to 7% of compensation.

The employees are fully vested in their employee contribution account. Vesting in the employer contribution account occurs within 5 years of service with the employer. Should an employee terminate before being fully vested, they shall forfeit that portion of their account in which they are not vested.

Total retirement plan contribution expense for 2025 was \$17,760

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 6 — PARTICIPATION IN INSURANCE AUTHORITIES

The District is a member of the Special District Risk Management Authority (SDRMA). SDRMA is a not-for-profit public agency formed under California Government Code and provides a full-service risk management program for California's local governments. SDRMA provides comprehensive property, liability, and workers compensation protection. Each member organization pays a premium based on the level of coverage requested. Rates and/or premiums are reviewed and established annually by SDRMA's Board of Directors. Member organizations share surpluses and deficits proportionately to their participation in the SDRMA. Each entity has an equal voice in the selection of SDRMA's Board of Directors.

A summary of coverage under this arrangement for the fiscal year ended June 30, 2025 is as follows:

General liability and auto bodily injury and property damage coverage	\$2.5 million per occurrence/accident
Public Officials personal	\$500,000 per occurrence
Errors & Omissions	\$2.5 million per occurrence
Employee/Public Officials Dishonesty	\$1 million per occurrence
Property Pollution	\$2 million per occurrence
Public Officials Personal liability coverage	\$500,000 per occurrence
Employment Practices Liability	\$2.5 million per occurrence
Employment Benefits	\$2.5 million per occurrence
Property Loss	\$1 billion per occurrence
Boiler & Machinery	\$100 million per occurrence

NOTE 7 – CONCENTRATIONS

The District maintains cash balances at two financial institutions. Accounts in the aggregate are insured by the Federal Deposit Insurance Corporation up to \$250,000 per bank. At June 30, 2025, uninsured cash balances were \$1,535,965. The District has included an insured cash sweep account in order to insure savings over the \$250,000 threshold which ensures proper FDIC coverage.

SCOTIA COMMUNITY SERVICES DISTRICT
Notes to Financial Statements
June 30, 2025

NOTE 8 — SUBSEQUENT EVENTS

Management has evaluated subsequent events through October 6, 2025, the date the financial statements were available to be issued.

The Town of Scotia, LLC is improving the infrastructure throughout the town in multiple phases. Phase 4 is anticipated to be completed by December 2025. Town of Scotia has until December 2025 to complete all phases per the County of Humboldt.

The District and State Water Resources Control Board signed an agreement D2101027 on October 26, 2022 for the Scotia Wastewater Treatment Facility replacement project C-06-8467-110. The estimated project funding amount is \$537,000 which covers geotechnical and environmental studies, and preliminary engineering reports to develop environmental documents to enable the District to address deficiencies in the wastewater treatment facility. This planning and design project is from December 31, 2024 through June 30, 2026.

The District and State Water Resources Control Board signed an agreement D2202061 on August 23, 2023 for the Scotia Water Treatment Facility replacement. This project 1210010-001P is to evaluate the water system needs including replacing the one-million-gallon raw water storage tank and 488,740 gallon treated water storage tank. This project is estimated to start January 2025, and continue through June 2026. Principal forgiveness for this Drinking Water Planning Loan is \$1,133,000.

NOTE 9 — OPERATING TRANSFERS

During the year ended June 30, 2025, the District made operating transfers to cover the allocable costs of the building acquired for use as the District's Administrative office. The allocations were based on estimates generated by project engineers in the District's original budgeting process. A summary of the items and amounts are as follows:

Capital Outlay - Building Improvements	\$ 2,475
Debt Service Payments - Interest	3,891
Debt Service Payments - Principal	<u>8,990</u>
Total Allocable Expenditures	\$ 15,356
Allocated to Water Fund - 40%	\$ 6,142
Allocated to Sewer Fund - 35%	<u>\$ 5,375</u>
Total Interfund Transfers	<u><u>\$ 11,517</u></u>

REQUIRED SUPPLEMENTARY INFORMATION

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SCOTIA COMMUNITY SERVICE DISTRICT
Budgetary Comparison Schedule
Budget and Actual - Governmental Funds
For the Year Ended June 30, 2025

	Original Budget	Revised Budget	Actual	Variance Favorable (Unfavorable)
REVENUES				
Rental Income	\$ 1,000	\$ 1,000	\$ 392	\$ (608)
Benefit Assessments (Net)	252,650	252,650	255,242	2,592
Interest Income	2,500	2,500	8,208	5,708
Late fees	1,250	1,250	2,378	1,128
Miscellaneous	875	875	280	(595)
Total Revenues	258,275	258,275	266,500	8,225
EXPENDITURES				
Current Expenditures:				
General and Administrative				
Legal	3,000	3,000	-	3,000
Auditor	3,000	3,000	-	3,000
Board Stipend	540	540	-	540
IT Services	1,200	1,200	-	1,200
Engineering	9,250	9,250	-	9,250
Personnel Staff & Benefits	42,750	42,750	54,718	(11,968)
Allocated Admin Costs (25%)	11,088	11,088	89,340	(78,252)
Materials and Services				
Permits, Licenses, Dues, Publications	3,000	3,000	80	2,920
General Supplies, Lab, Monitoring	1,500	1,500	2,467	(967)
Utilities- Communications	5,000	5,000	3,732	1,268
General Maintenance & Repairs	5,000	5,000	2,013	2,987
Liability Insurance	22,700	22,700	24,730	(2,030)
Electrical	22,000	22,000	22,828	(828)
Contracted Maintenance Services	3,500	3,500	476	3,024
Vehicle Maintenance and Fuel	500	500	575	(75)
Other	-	-	106	(106)
Total Current Expenditures	134,028	134,028	201,065	(67,037)
Other Expenditures				
Annual Debt Service	30,381	30,381	26,370	4,011
Note Payable Principal	58,000	58,000	62,000	(4,000)
Transfer to Reserve Fund	-	-	-	-
Transfer to Equipment Replacement	-	-	-	-
Total Other Expenditures	88,381	88,381	88,370	11
Non-Current Expenditures:				
Capital Outlay	380,000	380,000	65,085	314,915
Total Expenditures	602,409	602,409	354,520	247,889
Excess (Deficiency) of Revenues Over Expenditures	(344,134)	(344,134)	(88,020)	256,114
Operating Transfers	-	-	11,517	11,517
Excess (Deficiency) of Revenue and Other Transfers Over (Under) Expenditures		\$ (344,134)	(76,503)	\$ 267,631
FUND BALANCE - Beginning			(45,665)	
FUND BALANCE DEFICIT - Ending			\$ (122,168)	

Scotia Community Services District Staff Report

DATE: November 18, 2025
TO: Scotia Community Services District Board of Directors
FROM: Amber Sandum, Administrative Assistant
SUBJECT: Evaluate the date of the December 2025 Board Meeting for Holiday Conflicts

RECOMMENDATION:

Evaluate the date of the December 2025 Board Meeting for Holiday Conflicts which will be held on December 16th, 2025.

ACTION:

Evaluate the date of the December 2025 Board Meeting for Holiday Conflicts

DISCUSSION:

Evaluate the date of the December 2025 Board Meeting for Holiday Conflicts

FISCAL IMPACT:

None

ATTACHMENTS:

None

Scotia Community Services District Staff Report

DATE: November 18th, 2025

TO: Scotia Community Services District Board of Directors

FROM: Steve Coppini, General Manager

SUBJECT: Authorize purchase of a backup River Pump Motor

RECOMMENDATION:

The Administrative staff recommends that the Board Authorize purchase of a backup River Pump Motor. In July the District had a River Pump Motor go out. The District purchased a new motor and installed. The Motor that was removed was sent to see if it could be fixed. The findings were that the Motor was not repairable.

ACTION:

Authorize purchase so there is a Back Up Motor on site. Currently there is a rebuilt motor and new motor available at this time.

DISCUSSION:

FISCAL IMPACT:

Between \$45,000. To \$65,000



Scotia CSD <infoscotiabcd@gmail.com>

Motor Information

staci@fischdrilling.com <staci@fischdrilling.com>
To: Scotia CSD <infoscotiabcd@gmail.com>

Mon, Nov 3, 2025 at 4:37 PM

Good afternoon! David asked that I send you some rough information about the motor costs.

New: \$51,735.25 + tax

Rebuild: \$35,372.75 + tax

Valve: \$9,639.00 + tax

Freight: \$1,000.00 (estimated)

I am advised that both rebuilt and new are available at this time.

Thank you,

Anastacia "Staci" Neuman

Fisch Drilling & Pump, Inc.

3150 Johnson Road

Hydesville, CA 95547

Tel: 707-768-9800

www.fischdrilling.com

