

RUTH LAKE COMMUNITY SERVICES DISTRICT

The regular meeting of the Ruth Lake CSD Board of Directors will be held on Tuesday August 15, 2019 at 4:00PM at the RLCSD Community Hall
Located at 591 Van Duzen Road in Mad River.

1. Call to order.
Flag Salute

2. Approval of the agenda.

3. Approval of minutes: July 9, 2019 RLCSD Board Meeting (action)

4. Public Comment; Members of the public are invited to address the Board on any items not listed on the agenda below. No action or discussion will be conducted on matters presented at this time. When addressing the Board, please state your name for the record prior to providing your comments. Please address the Board as a whole through the Chair. Comments are limited to three minutes and must pertain to matters within the jurisdiction of the Board.

5. Supervisor's Report

6. Correspondence

7. Update of District Projects:

A. Ford Ranger truck was purchased for the Marina \$3560.00

8. Items for Board Action and Investigation

A. Approve the transfer of Lease Site 91 Don & Mavis Brown to Ron & Sharon Webb (action)

B. Job description for Ruth Rec Campground Host. (discussion)

C. Month-to-month lease agreement for Campground Host. (discussion)

9. Manager's Report and Update:

A. Financial-Recognize and acknowledge documents

B. Community Hall

C. Marina

D. Campground

E. Leases

F. Buffer Strip

G. Highway 36 Project

10. New Matters for Board Consideration.

11. Closed Session.

12. Adjournment.

RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for July 9, 2019

Board of Directors Meeting

1. Call to Order:
 - A. Meeting called to order by Chairman Dennis Johnson at 4:04pm
 - B. Flag Salute
 - C. Board members present: Dennis Johnson, Debra Sellman, John Wise, Brian Nicholson, Sue Gordon.
 - D. Others present: Adam Jager General Manager, Cynthia Lofthouse Office Assistant Manager.
2. Approval of Agenda:
 - A. Approval of agenda was made by Debra Sellman, John Wise second the motion. Motion carried, Dennis Johnson, Sue Gordon, Brian Nicholson, Debra Sellman and John Wise.
3. Approval of Minutes:
 - A. Approval of minutes made by Sue Gordon with the adding of missed information in Section 9b. Brian Nicholson second the motion.
4. Public Comment: None
5. Correspondence:
 - A. Humboldt Bay Municipal Water District a letter with a \$5000.00 check to assist with law enforcement wages.
 - B. STAR letter thanking RLCSD for our financial support.
6. Update on District Projects:
 - A. Marina Trailer everything going well staying within budget.
 - B. Rec modular was in really bad condition. Kitchen appliances were replaced, flooring replaced, walls painted.
7. Items for Board Action and Investigation:
 - A. Request was made by Manager Jager, requesting two side by side vehicles for Campground and Marina from United Rentals. Debra Sellman made a motion to approve the purchase of two side by sides. Brian Nicholson second the motion. Motion carried, Dennis Johnson, Sue Gordon, John Wise, Debra Sellman and Brian Nicholson.
 - B. Approval of credit card for Marina Manager Dan Bugbee in the amount of \$2000.00

for emergencies. Approved by Sue Gordon, Brian Nicholson second the motion. Motion carried, Dennis Johnson, Debra Sellman, Sue Gordon, John Wise and Brian Nicholson.

8. Manager's Report and Update:

- A. Financial -Recognize and acknowledge documents
- B. Community Hall: Good condition
- C. Marina: Boat problems (parking trailers and vehicles)
- D. Campgrounds: Parking problems at Rec campground, exiting gate arm broken off.
- E. Leases: Lease site 32 building approved by both HBMWD and RLCSD
- F. HBMWD. Joint Meeting July 19, 2019
- G. Buffer Strip: Burned vehicles, tree cutting.

9. New Matters for Board Consideration:

- A. Vehicle for manager use for lease inspections, hauling, dump runs etc.

10 Closed Session: Discussion of Job Duties for Camp Host, salary regarding Marina Manager.

11. Reconvene Open Session/Report from Closed Session, no action taken in closed session:

12. Adjournment of Meeting 5:15pm

Submitted by Date

Approved by Date