



RUTH LAKE COMMUNITY SERVICES DISTRICT
 Minutes for February 1, 2023
 Board of Directors Special Meeting



1. Call to Order:
 - a. The meeting was called to order by Chairman Jordan Emery at 2:00 pm.
 - b. Board members present were Jordan Emery, Debra Sellman, Ed Johnson, Ben Boak, and Roger Kirkpatrick.
 - c. Others present were Caitlin Canale, RLCSD; Cynthia Lofthouse, RLCSD.
2. Approval of Agenda:
 - a. A motion was made by Debra Sellman to approve the agenda for the meeting on February 1, 2023. Ed Johnson seconds the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Debra Sellman, Ben Boak, and Ed Johnson.
3. Public Comment:
 - a. John Friedenbach sent an email regarding Policy 6500.40. He mentions that the Administrative Fines appear to be very low and may not provide motivation for compliance with RLCSD policies. Mr. Friedenbach suggests a higher amount of a fine with an escalation scale would be more of an incentive for compliance.
4. Items for Board Actions and Investigation:
 - a. The first reading of Policy 6500, Administrative Citations, was discussed. Suggested additions to 6500.30 (c) and 6500.120 (a) to include the citations to be sent out via certified mail. On section 6500.50 (b) to add a late payment charge of \$30.00. Debra Sellman made a motion to table this item till the next meeting for further review. Ed Johnson seconds the motion.
 - b. The first reading of the Ordinance adopting Policy 6500 was discussed. In Section 5, it will be published in the Trinity Journal, Mad Buck, and the CSD website. This item has been tabled until the next meeting.
 - c. A motion was made by Debra Sellman to approve the 2023 Sublease Agreement with the discussed corrections to Sections 12, 13, 23, 42, and page 10 signature page. Ben Boak seconds the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Debra Sellman, and Ben Boak.
5. New Matters for Board Consideration: None
6. The meeting Adjourned at 2:59 pm

Cynthia Lofthouse 2/21/23
 Submitted by Date

Jordan Emery 2/21/23
 Approved by Date