



RUTH LAKE COMMUNITY SERVICES DISTRICT  
Minutes for August 13, 2024  
Board of Directors Meeting



1. Call to order:
  - a. The meeting was called to order by Chairman Jordan Emery at 4:00 pm.
  - b. Board members present were Jordan Emery, Ben Boak, Ed Johnson, Roger Kirkpatrick, and Debra Sellman.
  - c. Others present were Ron Webb, Leaseholder; Dan Frasier, Trinity County BOS; Larry Raschein, HBMWD; Rick Lewis, Public; Patsy Lewis, Public; Maggie Bryant, RLCSD; Caitlin Canale, RLCSD; Cynthia Lofthouse RLCSD, and Brian Hughes, BBK Law.
2. Approval of Agenda:
  - a. Debra Sellman motioned to approve the agenda for August 13, 2024. Ben Boak seconded the motion. Motion carried Jordan Emery, Debra Sellman, Ben Boak, Roger Kirkpatrick, and Ed Johnson.
3. Approval of Minutes:
  - a. Ben Boak motioned to approve the minutes for July 9, 2024. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Ben Boak, and Debra Sellman.
4. Public Comment:
  - a. Ron Webb leaseholder site 91 stated that 5 mph signs in Ski Cove need to be repainted. He mentioned that wet slip #35 at the marina is missing a floatation and needs attention.
  - b. Rick and Patsy Lewis shared their frustration about Lease 112B, Baird, who was observed removing logs from other leases on Holly Creek Lane and damaging the road that is used by many other leaseholders and private property owners.
5. Supervisor's Report: Dan Frasier from Trinity County District 5 stated that he is not getting any answers from the Planning Department. Dan has spoken to a few leaseholders wanting their permits so they can move forward. At this time there are no guidelines to sign off on permits. Brian Hughes with BBK will follow up with Trinity County.
6. Correspondence:
  - a. Trinity County Environmental Health inspection report for Ruth Rec store.
  - b. Trinity County Environmental Health inspection report for the Ruth Lake Marina.
  - c. Thank you letter for the donation of a pontoon boat rental from Humboldt Trinity Recreation Alliance (HTRA) for the Ruth Lake Summer Festival.
  - d. Trinity LAFCo sent an announcement for an alternate Special District member vacancy.
  - e. Thank you letter for the donation of a pontoon rental from Kettenpom-Zenia Volunteer Fire Department.
  - f. HBMWD and RLCSD joint board meeting will be held on Friday, September 27, 2024, at 1:00pm at Journey's End.
  - g. Ruth Lake Cleanup Day around the lake will be held on September 28, 2024, for National Lands Day.
7. Update of District Projects:
  - a. At the end of the season staff will be replacing the white log booms out in front of the marina and adding an extra white log boom to each side along with winches to help prevent the log booms going under water during high water levels.
8. Items for Board Action and Investigation:



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- a. Ben Boak motioned to approve the transfer lease 94C from Mick Mangrum to Fred and Shan Grundman. Ed Johnson seconded the motion. Debra Sellman abstained. Motion carried Jordan Emery, Ed Johnson, Ben Boak, and Roger Kirkpatrick.
  - b. Recreational Lease Site Standards draft for Policy 6000.543 and 6000.544 was tabled to discuss further at the next meeting.
  - c. Debra Sellman motioned to approve the update of Policy 7100.241, Community Hall Use Policy, and Fee Schedule, to add Southern Trinity Volunteer Fire Department as an exempt organization. Ben Boak seconded the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Debra Sellman, and Ben Boak.
  - d. Ed Johnson motioned to approve the surplus of pontoon boat #18. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Roger Kirkpatrick, Ed Johnson, and Debra Sellman.
  - e. There is no update for the ad-hoc meeting between STVFD and RLCSD at this time.
  - f. Brian Hughes from BBK Law shared with the board the process for a lease termination for the current and future leases.
9. Manager's Report and Update:
- a. Financial-Recognize and Acknowledge Documents: No comments.
  - b. Community Hall: Community breakfast was held on August 4<sup>th</sup> and will be held on September 8<sup>th</sup>.
  - c. Marina: The marina has been really busy on the weekends and is starting to slow down some during the week. Labor Day weekend rentals have been reserved.
  - d. Campground: All three of the campgrounds have been completely booked until after Labor Day weekend. The store has been having great sales and also slowing down now during the week.
  - e. Leases: There are a few leases that will be addressed for having too many trailers on their site and there have been a few complaints about Mr. Baird removing logs from other lease sites on Holly Creek. This has been brought to the attention of the board and both items will be addressed by the District Manager.
  - f. Buffer Strip: Nothing currently.
10. New Matters for Board Considerations: No new matters.
11. Close Session: The board entered into closed session at 5:13pm.
- a. Conference with Legal Counsel – Existing Litigation: Government Code § 54956.9(b): No action was taken.
  - b. Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation to Government Code § 54956.9(d)(4): (3 cases): A motion was made by Debra Sellman to start the procedure to terminate Lease 97A and to send a final letter with no response required back from the leaseholders to Lease 98B, 111C, and 88G for the District to take back possession of the leases. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Debra Sellman, and Ben Boak. The closed session ended at 6:02pm.
12. Adjournment:
- a. The meeting adjourned at 6:03pm.



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Cynthia Salazar 9-10-2024 [Signature] 9/10/24  
Submitted by Date Approved by Date