



RUTH LAKE COMMUNITY SERVICES DISTRICT
Minutes for November 12, 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, Debra Sellman, and Roger Kirkpatrick.
 - c. Others present were Curtis Boak, Public; Larry Raschein, HBMWD; John Friedenbach, HBMWD; Brian Hughes, BBK Law; Caitlin Canale, RLCSO; and Cynthia Lofthouse, RLCSO.
2. Approval of Agenda:
 - a. Ed Johnson motioned to approve the agenda for November 12, 2024. Ben Boak seconded the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Debra Sellman, Ben Boak, and Ed Johnson.
3. Approval of Minutes:
 - a. Debra Sellman motion to approve the minutes for October 8, 2024. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick.
4. Public Comment: None
5. Supervisor's Report: Not present.
6. Correspondence:
 - a. Notice from Trinity LAFCo: Call for Nominations - Extension of deadline to submit nomination.
 - b. Notices from Department of Fish and Wildlife regarding golden mussel detection in the California Delta.
 - c. Update from Cal Chamber of the new 2025 Labor and Employment Laws.
 - d. Update from CSDA regarding the Brown Act for remote meetings and expanded ground for closed sessions for 2025.
 - e. Letter from Ken Bowman requesting to have his lease site restored to him.
7. Update of District Projects:
 - a. Log booms and winches are in Fortuna being welded together for the marina log boom project.
8. Items for Board Actions and Investigation:
 - a. John Friedenbach from HBMWD, discussed the Humboldt Bay Municipal Water District (HBMWD) Annex to Trinity County LHMP. Shared in the Hazard Mitigation Action Plan, both HBMWD and Trinity County's goals are consistent with one another.
 - b. Quagga inspection summary for January 1st, 2024, to November 5th, 2024, was shared. There were a total number of 1,659 watercrafts.
 - c. STAR donation for the 2024 season was tabled.
 - d. STVFD donation for the 2024 season was tabled.
 - e. Debra Sellman motioned to keep Policy 2110, Health and Welfare Benefits, as is. Ben Boak seconded the motion. Motion carried Jordan Emery, Ed Johnson, Roger Kirkpatrick, Debra Sellman, and Ben Boak.
 - f. No updates on when the next Ad-Hoc meeting will be held.
 - g. A draft from Trinity County of Ruth Lake Specific Unit Development Guidelines were reviewed. John Friedenbach from HBMWD proposed some edits that Caitlin will pass along to the County along with the CSD's proposed edits. Debra Sellman motioned to

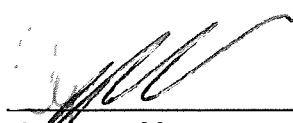


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- approve the SUD with proposed corrections for the County to review. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ed Johnson, Ben Boak, Debra Sellman, and Roger Kirkpatrick.
- h. Ed Johnson motioned to approve the fee agreement and engagement letter from Brian Hughes at BBK Law. Ben Boak seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, Ben Boak, and Ed Johnson.
 - i. Discussion with Brian Hughes from BBK regarding the termination of subleases. The CSD will be creating a policy on protocols of what steps to follow after a termination of a sublease. A draft policy will be presented at the next meeting for discussion and/or possible approval.
 - j. Debra Sellman motioned to approve transferring Coast Central checking to Redwood Capital Bank checking account. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick.
 - k. Debra Sellman motion to approve Caitlin Canale and Cynthia Lofthouse as authorized check signers for the new Redwood Capital Bank checking account. Ed Johnson seconded the motion. Motion carried Jordan Emery, Ben Boak, Ed Johnson, Debra Sellman, and Roger Kirkpatrick.
9. Manager's Report and Update:
- a. Financial-Recognize and Acknowledge Documents: Questions on the retro pay to employees. Caitlin shared that it was for their 4-year increase.
 - b. Community Hall: Community breakfast was held on November 3, HTRA held a Craft Fair on November 8th. The senior luncheon is on November 15th and a private memorial is scheduled for November 30th.
 - c. Marina: Travis came out on November 8th to winterize all the boats. He fixed the steering cable on patio boat #20 and the shifter on patio boat #25. Patio boat #25 also has a small leak in the pontoon which can be fixed by welding the crack. Patio boat #23 has a small leak in the pontoon which can also be welded to seal the crack, and the canopy needs to be replaced. All patio boats are tarped up for the winter. Maggie is on launch duty for the month of November.
 - d. Campgrounds: All the bathrooms and the ice machines were shut down and winterized on October 31st at Ruth Rec.
 - e. Lease: All leases are 100% paid up for 2024.
 - f. Buffer Strip: None.
10. New Matters for Board Consideration: Nothing at this time.
11. Closed Session:
- a. The board entered closed session at 5:54 pm. The closed session ended at 6:05 pm. No action was taken.
12. Adjournment:
- a. Meeting adjourned at 6:06 pm.


Submitted by: _____ Dated 12/10/24


Approved by: _____ Dated 12/10/24