



RUTH LAKE COMMUNITY SERVICES DISTRICT  
Minutes for March 10, 2026  
Board of Directors Meeting



1. Call to Order:
  - a. The meeting was called to order by Chairman Jordan Emery at 3:59 pm.
  - b. Flag salute was led by Chairman Jordan Emery.
  - c. Board members present were Jordan Emery, Ben Boak, Roger Kirkpatrick, and Debra Sellman. Board member absent was Ed Johnson. Others present were Caitlin Canale, RLCSD; Cynthia Lofthouse, RLCSD; Rick and Patsy Lewis, HTRA; Larry Raschein, HBMWD.
2. Approval of Agenda:
  - a. Ben Boak motion to approve the agenda for March 10, 2026. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, and Roger Kirkpatrick.
3. Approval of Minutes:
  - a. Ben Boak motion to approve the minutes for February 10, 2026. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, and Ben Boak.
4. Public Comment: Rick and Patsy Lewis presented the board with news that they opened up a banking account for the Disaster Prevention & Relief Center, Community Development Hub & Food Bank.
5. Supervisor's Report: Not present.
6. Correspondence:
  - a. Thank you note from STHS Booster Club for donating a patio boat rental gift certificate.
  - b. Letter from HTRA regarding the Ruth Lake Summer Festival which will be held Labor Day weekend at Ruth Rec Campground.
  - c. SDRMA conducted a Risk Control Evaluation for RLCSD. Purpose of the evaluation is to design relevant workplace safety and risk exposures and requirements. There was also a site inspection at the community hall and the marina.
7. Update of District Projects:
  - a. Ferndale Tech will be out Friday, March 20<sup>th</sup> to work on the project at Old Ruth gate.
8. Items for Board Action and Investigation:
  - a. Debra Sellman motion to approve the removal of Dennis Bermers from lease 39D. Ben Boak seconded the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Debra Sellman, and Ben Boak.
  - b. Debra Sellman motion to approve to add Robert Allen Moore Jr. to Lease 105. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, and Roger Kirkpatrick.
  - c. Debra Sellman motion to approve the transfer of lease 114I from Jeff and Janis Cossairt to Jessica Pleasant and Jeffery Cossairt. Roger Kirkpatrick seconded the motion. Motion carried Jordan Emery, Ben Boak, Debra Sellman, and Roger Kirkpatrick.
  - d. Roger Kirkpatrick motion to approve the termination of lease 24A from Gavin Gurney, Reshell Gurney, and Karlie Gurney. Debra Sellman seconded the motion. Motion carried Jordan Emery, Ben Boak, Roger Kirkpatrick, and Debra Sellman.



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- e. Discussion of Region 1 Water Manager Meeting California Department of Fish and Wildlife. Their topics included golden mussel update, regulation changes, prevention and control plan review, funding opportunities, and outreach materials.
  - f. Roger Kirkpatrick motion to approve the updated Joint Aquatic Invasive Species Prevention Plan. Ben Boak seconded the motion. Motion carried Jordan Emery, Debra Sellman, Roger Kirkpatrick, and Ben Boak.
  - g. SUD Guidelines were discussed and will be reviewed further at our April meeting.
  - h. Ben Boak motion to approve the CPI for 2026 increase for leases. Debra Sellman seconded the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Ben Boak, and Debra Sellman.
  - i. Debra Sellman motion to approve extra duty pay for the district manager to fill in for the Ruth Rec store manager for 2026 season. Ben Boak seconded the motion. Motion carried Jordan Emery, Roger Kirkpatrick, Ben Boak, and Debra Sellman.
9. Manager's Report and Update:
- a. Financial-Recognize and Acknowledge documents. No questions
  - b. Community Hall: Community breakfast was cancelled for March 1<sup>st</sup>. April 5<sup>th</sup> is the next scheduled community breakfast. March 14<sup>th</sup> STVFD St. Patrick dinner and 4-H dessert auction. March 15<sup>th</sup> private party. March 20<sup>th</sup> STVFD annual meeting. March 21<sup>st</sup> Lance Berry fire training. March 25<sup>th</sup> WeCare staff meeting and March 27<sup>th</sup> Chili Cook-Off and Bingo.
  - c. Marina: Maggie has boat launch duty for March. Marina opening April 1<sup>st</sup> with minimal hours. May 16<sup>th</sup> Kids Fishing Derby at the marina.
  - d. Campground: Past rain brought more debris to the shoreline. April 13<sup>th</sup> and April 20<sup>th</sup> we start taking reservations for 2026.
  - e. Leases: Invoices going out March 16<sup>th</sup>. Eric Smith will be taking over for Dave Saunderson for the Ruth Lake Leaseholders Association.
  - f. Buffer Strip: Nothing to report.
10. New Matters for Board Consideration: Nothing at this time.
11. Adjournment:
- a. Meeting adjourned at 5:58 pm

Cynthia LaFolles 4/14/26  
 Submitted by Date

[Signature] 4/14/26  
 Approved by Date