

# Rubidoux Community Services District

## Board of Directors

Bernard Murphy, President  
John Skerbelis, Vice-President  
Armando Muniz  
F. Forest Trowbridge  
Hank Trueba Jr.



## General Manager

Brian R. Laddusaw

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Water Resource Management    Refuse Collection    Street Lights    Fire / Emergency Services    Weed Abatement

## DIRECTORS MEMORANDUM 2023-107

December 7, 2023

**To:** Rubidoux Community Services District  
Board of Directors

**Subject:** Consider Annual Board of Directors Reorganization for Calendar Year 2024

### **BACKGROUND:**

Since 1991, the Rubidoux Community Services District ("District") Board of Directors ("Board") have practiced the custom of yearly rotating the Vice-President position into the President position for the succeeding Calendar Year. Last December, Vice-President Murphy was affirmed President for Calendar Year 2023 and Director Skerbelis was elected Vice-President. Should the Board continue to maintain this legacy practice of title rotation, current Vice-President Skerbelis will serve as Board President for Calendar Year 2024 (specifically December 2023-December 2024) and the Board will need to elect a new Vice-President. Further, for the new Calendar Year, the newly installed President is responsible for that year's District Committee assignments.

For the December 7, 2023, Board meeting, the Board should consider the following order of events:

1. Recognize Vice-President Skerbelis as Board President for Calendar Year 2024.
2. President Skerbelis assumes the President role and conducts the balance of the Board meeting.
3. Board considers nominations and vote on who will be Vice-President for Calendar Year 2024 with eventual rotation to Board President in 2025.
4. President Skerbelis begins the process of filling the District Committee assignments for Calendar Year 2024. This should be finalized by the regularly scheduled Board meeting on January 4, 2024. Attachment 1 is a blank Committee assignment sheet for Calendar Year 2024. This can be a helpful tool for President

Skerbelis when considering Committee assignments. Additionally, the Calendar Year 2023 Committee assignments is provided as Attachment 2 should President Skerbelis need to reference this list.

**RECOMMENDATION:**

The General Manager recommends the following:

1. The Board affirm Vice-President Skerbelis as Board President for Calendar Year 2024.
2. The Board discuss, nominate, and elect a Board Vice-President for Calendar Year 2024.
3. President Skerbelis seek interest from fellow Board members on desired Committee assignments and deliver a final Calendar Year 2024 Committee assignment list to the General Manager no later than January 4, 2024.

Respectfully,



BRIAN R. LADDUSAW, CPA  
General Manager

**Attachments:**

1. RCSD Committee Assignments for 2024 (blank)
2. RCSD Committee Assignments for 2023

## RCSD COMMITTEE ASSIGNMENTS FOR 2024

### REGIONAL ADVISORY COMMITTEE BOARD ELECTED REPRESENTATIVE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (alternate)

### SEWER COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### STREET LIGHTING COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### PERSONNEL COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### FINANCE & BUDGET COMMITTEE

1. Entire Board

### TRASH DISPOSAL COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### WATER COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### WEED ABATEMENT COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

### AD HOC FIELD/ADMIN BUILDING COMMITTEE

1. \_\_\_\_\_
2. \_\_\_\_\_

Other committees, as required may be appointed and shall be dissolved upon completion of their specific assignments.

\_\_\_\_\_  
President Skerbelis

\_\_\_\_\_  
Date

## **RCSD COMMITTEE ASSIGNMENTS FOR 2023**

### **REGIONAL ADVISORY COMMITTEE BOARD ELECTED REPRESENTATIVE**

Murphy  
Trowbridge (alternate)

### **SEWER COMMITTEE**

1. Muniz
2. Skerbelis

### **STREET LIGHTING COMMITTEE**

1. Muniz
2. Trowbridge

### **PERSONNEL COMMITTEE**

1. Trowbridge
2. Trueba

### **FINANCE & BUDGET COMMITTEE**

1. Entire Board

### **TRASH DISPOSAL COMMITTEE**

1. Murphy
2. Skerbelis

### **WATER COMMITTEE**

1. Muniz
2. Trueba


### **WEED ABATEMENT COMMITTEE**

1. Skerbelis
2. Trueba

### **AD HOC FIELD/ADMIN BUILDING COMMITTEE**

1. Skerbelis
2. Trowbridge

Other committees, as required may be appointed and shall be dissolved upon completion of their specific assignments.

  
\_\_\_\_\_  
President Murphy

19 JAN 23  
\_\_\_\_\_  
January 19, 2023