



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS OF THE RODEO SANITARY DISTRICT**
**LOCATION: JOHN SWETT UNIFIED SCHOOL DISTRICT BOARD
ROOM, 400 PARKER AVE., RODEO, CA**

A Regular Meeting of the Governing Board was held at 1:30 p.m. on June 11, 2024. Pursuant to the authorizations provided by Government Code section 54953, this meeting was available telephonically, using the Zoom video conferencing system. Members of the public were provided options to participate in the meeting as provided on the agenda.

1) ROLL CALL

President Callaghan called the meeting to order at 1:32 P.M.

Directors Present: Maureen Brennan, Janet Callaghan, Tara Shaia, Robert Russey, Angela Noble*

Staff/Consultants Present: Steve Beall, General Manager, Jeffrey Greer, Operations Manager, Nancy Lefebvre, District Administrator Martin de los Angeles, District Counsel

Absent: None

Others Present- Tommy Pavletic, Pavletic Consulting LLC*
Bill Morton, Municipal Finance Corp.*
Public: Erin, Ruben & Leigh

*via video-conference

A vote was needed by the Board to accept Angela Noble's participation via zoom, as she was ill. AB2449 allows one or more members of the legislative body (but less than a quorum) have "just cause" for not attending the meeting in person.

A Motion was made by Shaia and seconded by Russey to authorize Director Noble to join the meeting remotely.

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

a) PLEDGE OF ALLEGIANCE TO THE FLAG- General Manager Steve Beall led the pledge of allegiance.

2) PUBLIC COMMENTS-Communication from the public on subjects not on the agenda-

Director Brennan announced the Rodeo Hercules Fire Department will be hosting two Town Hall meetings regarding annexation with Confire on June 18th @ 6:00 p.m. and June 19th @ 9:00 a.m.

3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER-**

Item 8A was moved up at this time of the meeting.

8A) **RESOLUTION 2024-07 AUTHORIZING THE EXECUTION AND DELIVERY BY THE DISTRICT OF AN INSTALLMENT PURCHASE CONTRACT, AND AUTHORIZING AND THE EXECUTION OF OTHER NECESSARY DOCUMENTS AND RELATED ACTIONS IN CONNECTION WITH THE ACQUISITION AND CONSTRUCTION OF WASTEWATER SYSTEM IMPROVEMENTS (DISCUSSION AND ACTION)**

Manager Beall requested authorization to execute an Installment Purchase Contract on behalf of the Rodeo Sanitary District to obtain \$1,850,000 to fund major capital projects. Repayment of the loan will be in the form of bi-annual payments of \$72,584.39, for a total annual sum of \$145,168.78 at an interest rate of 4.65%. The total of the payments over the 20-year life of the loan will be \$2,903,375.60.

MOTION: By Brennan, seconded by Noble, to authorize the Manager Beall to execute an Installment Purchase Contract with Capital One Public Funding, LLC in the amount of \$1,850,000. Motion passed by the following vote:

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

4) **REPORTS**

Manager Beall and Operations Manager Greer provided written reports, below is a summary of some of the highlights.

a) General Manager's Report:

The District received the \$75,000 grant from Cal Recycle. Staff are coordinating the implementation of a contract with Cascadia to:

- Perform an audit of Republic Service with respect to SB1383 implementation
- Detailed Public education campaign on recycling, solid waste and green waste disposal.
- Creation of mailer, social media ads, etc for public education of recycling, solid waste and green waste disposal.

RSD also received a \$1,000 stipend from the SDRMA loss prevention subsidy fund to help offset the costs of an on-site AED and CPR Training.

2024 Priority Improvements Project

The current scope for the 2024 Water Pollution Control Plant (WPCP) Priority Improvements Project is as follows:

- Primary Clarifier and Headworks Modifications
- RAS/WAS pumping and piping upgrade
- New RAS/WAS Local Control Panel and SCADA Interface.

Primary Clarifier Project

The District Manager is taking the lead for the Construction Management of the project. The District has contacted with HydroScience (HSE) to perform some elements of the Engineering Services During Construction (ESDC, submittal review and inspection).

HSE will perform:

- Electrical Review.
- Clarifier Bridge Structural review and inspection.
- Coating System review and inspection.
- Metal Fabrications review.
- Concrete repair design and review
- Record Drawing Preparation.

RSD will perform:

- Submittal and RFI gateway and distribution.
- Grout review.
- Primary Clarifier Equipment review and inspection.
- Aluminum Handrail review.
- Schedule of Values review.
- Project Schedule review.
- Submittal list review.
- Most construction inspections.
- All contractor and engineer coordination.
- Start-up and testing.

Currently about two-thirds of the submittals have been reviewed. The project is on schedule for draining and start of demolition/construction towards the end of July.

Operations Manager Report

Date range May 1st, 2024, through May 31st, 2024

RAS/WAS Pumping:

The Pump is installed, the electrical is complete on the pad and the pad area is finished. VFD needs to be installed and programmed, and the main pipe supports have not arrived yet. Expected completion and start-up sometime in mid-June.

Generator Failure

The Cylinder heads have received their turn in line at the machine shop and will be undergoing inspection. After the inspection is complete the District will be notified of the cost to repair the heads if they are repairable. A complete set of Pistons, rings, and liners are being tracked down. More to come on this in the June report when we should have a substantial update.

Major Maintenance the RSD Team Performed this Month:

- The hopper pump for the Thickener needed to be replaced, which was done by the Operations Team. The pump that was in service stopped working.

- The Slide gate actuators are about 60% complete. Handrail modifications began this month. After the hired contractor finished with the RAS pump install, they were directed to start installing upright handrails with District staff.
- The two remaining underground RAS valves for the aeration basin were replaced.
- The city of Lodi **does not** have any surplus air panels ready yet and will not for another 3 months is their projection at this point.
- UPS batteries on the PLCS and computers replaced.
- Class 3 water system backup pump sent out for inspection and repairs.

Collection System Operation and Maintenance:

There were no sanitary sewer calls for the month of May.

4b) Counsel for the District: None

4c) Secretary of the District-No report.

4d) Board Members:

Budget and Finance Committee

June 10, 2024-T. Shaia (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

Staff Recommendation (Motion required): Adopt the consent calendar as recommended.

1. Expenditures May 2024 were reviewed by the Budget Committee.
2. May 2024 Financial Statements reviewed by the Budget Committee.

MOTION: By Brennan, seconded by Shaia, to approve the Consent Calendar. Motion passed by the following vote:

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION: None

7A) OLD BUSINESS: None

8A) Item 8A was taken out of order earlier in the meeting.

8B) **RESOLUTION 2024-08 ELECTION FOR NOVEMBER 5, 2024 (DISCUSSION AND ACTION)**

The Board reviewed and approved Resolution 2024-08 calling for the November 5, 2024 election, requesting consolidation of the election, and setting forth requirements for candidate statements; and directing the Secretary of the District to file the resolution with the County Elections Department and County Board of Supervisors

MOTION: By Russey, seconded by Brennan, to approve Resolution 2024-08 Even-Year Board of Directors Election Consolidation of Elections; and Specifications of the Election Order. Motion passed by the following vote:

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

8C) **APPROVE AND ADOPT DISTRICT POLICY 3025 DISTRICT WORKPLACE VIOLENCE PREVENTION PLAN (DISCUSSION AND ACTION)**

Senate Bill No. 553 (SB 553) added Section 6401.9 to the California Labor Code, which, effective July 1, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan. District staff attended a Workplace Violence Prevention training program on May 15, 2024 in the District Office conducted by Du-All Safety LLC.

MOTION: By Noble, seconded by Brennan, to approve and adopt District Policy 3025 Workplace Violence Prevention Plan. Motion passed by the following vote:

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

9(A-B-C) **PUBLIC HEARING-**

Public Hearing to consider establishing sewer rates and charges by the adoption of Ordinance 2024-100 of the Rodeo Sanitary District and thereby superseding Ordinance 2023-100, to consider the written report prepared concerning the collection of sewer rates and charges on the property tax roll by Resolutions 2024-05 and 2024-06, directing that the sewer service charges thus established be collected on the property tax roll, and receiving and considering protests to either or both.

Notification for the public hearings has been advertised in the West County Times. It has been posted in accordance with necessary procedures. The public hearing was also noticed pursuant to Proposition 218, as well as by the copy of the notice posted on the District's website and Facebook Page. The purpose of the public hearing is to receive public comments and consider written protests, as specified in Proposition 218, and to hear and consider all objections or protests, if any, to the report referenced in Resolutions 2024-05 and 2024-06 and any other input regarding the proposed increase in sewer service fees to fund the Operating Expenses and Capital Improvements.

President Callaghan opened the public hearing at 2:23 p.m. The District received twenty two written protests by mail and email. Three customers were present, two spoke. Erin expressed that she was for the increase as critical infrastructure is needed. Reuben asked some questions regarding why our rates were higher than Stege, Oakland & Berkeley. Manager Beall explained that Stege Sanitary is a collection only facility, Rodeo Sanitary does collection and processing. He also explained that the other agencies are much larger than Rodeo Sanitary with more customers, therefore they have more revenue. Reuben thanked staff and the Board for a sound financial status. The public hearing was closed at 3:02 p.m. The Board made final comments and began consideration of Ordinance 2024-100, Resolutions 2023-05 and 2023-06.

MOTION: By Callaghan, seconded by Brennan, to approve Ordinance No. 2024-100 Adopting Sewer Service Charge Rates for Fiscal Year 2024-2029, Adopt Resolution 2024-05 declaring that sewer service charges be collected on the property tax roll and Resolution 2024-06 adopting the fiscal year 2024-2025 Operations Budget, that was approved at the May14, 2024 Board Meeting. Motion passed by the following vote of the Board:

VOTE:	AYES:	Brennan, Callaghan, Shaia, Noble, Russey
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

10A) PUBLIC HEARING- ORDINANCE 2024-400, AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RODEO SANITARY DISTRICT ESTABLISHING REGULATIONS SEWER CAPACITY CHARGES.

At the March 12, 2024 Regular Board meeting Tommy Pavletic of Pavletic Consulting LLC presented the Draft Wastewater Capacity Charge study. The most recent revision for Capacity related charges was done in 1996 via Ordinance 61. The Wastewater Capacity Charges developed in this study are appropriate and meet the regulatory requirements found in Government Code Section 66000 et sequential regarding the establishment of capacity charges. The proposed capacity charges are as follow:

- Single Family Residential. The sewer capacity charge for new single family residential connections for fiscal year 2024-2025 shall be \$10,460.

- Apartment, Multiple Family, and Mobile Home Parks Units. The sewer capacity charge for new connections for apartments, multiple family, and mobile home parks units for fiscal year 2024-2025 shall be \$10,460.
- Accessory Dwelling Units. The sewer capacity charge for accessory dwelling units shall be as established in Ordinance 2023-500.
- Non-Residential. The non-residential sewer capacity charge shall be calculated by the District's Engineer based on the following unit rates:
 - \$47.00 per gallon of discharge per day
 - \$2,650 per pound of BOD per day
 - \$3,010 per pound of TSS per day
- The District Engineer may require the property owner to demonstrate a reasonable estimate of average daily discharge prior to establishing a new connection. Within three years of establishing a new non-residential connection, the District Engineer may adjust the initial capacity charge to account for actual average daily discharge.
- Annual Adjustment. Each fiscal year, the sewer capacity charges for all customer classifications shall be adjusted in accordance with the Engineering News Record 20 City Construction Cost Index. However, the District Board may at its option determine, by resolution adopted prior thereto, that such adjustment shall not be effective for the next succeeding year or may determine other amounts as appropriate.

President Callaghan opened the Public Hearing @ 3:06 p.m. There were no comments from the public in attendance nor any comments or objections received by mail or email. The public hearing was closed @ 3:11 p.m. The Board made final comments and began consideration of Ordinance 2024-400.

MOTION: By Brennan, seconded by Russey, to approve Ordinance No. 2024-400 Replacing Ordinance 61

VOTE: AYES: Brennan, Callaghan, Shaia, Noble, Russey
 NOES: None
 ABSENT: None
 ABSTAIN: None

10) **COMMUNICATION:**

Relevant Communications to and from the District are included in the Board Packet.

11) **CLOSED SESSION-** None

12) **REPORT OUT OF CLOSED SESSION-** Nothing to report.

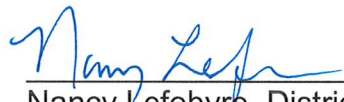
13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS-** None

14) **ADJOURNMENT**

Meeting adjourned at 3:16 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday July 9, 2024, at 1:30 P.M. at John Swett Unified School District Board Room.


Maureen Brennan, Vice President
Rodeo Sanitary District

Countersigned:


Nancy Lefebvre, District Administrator
Rodeo Sanitary District