



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 October 14, 2025. 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 with options to participate in the meeting as provided on the agenda.

1) **ROLL CALL**

President Callaghan called the meeting to order at 1:32 PM

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

Staff/Consultants Present: Steve Beall (District Manager), Nina Sayavong (Administrative Assistant), Jeffrey Greer (Operations Manager), Christopher Diaz (District Counsel)

Absent: Nancy Lefebvre (District Administrator)

Others Present: None

*via video-conference:

a) **PLEDGE OF ALLEGIANCE TO THE FLAG:** President Janet Callaghan led the pledge of allegiance.

2) **PUBLIC COMMENTS- Communication from the public on subjects not on the agenda:** No comments

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

Near-Term Capital Improvements

RAS and WAS System Improvements Project

Telstar's subcontractor, Sonnikson, has completed the construction of the polymer storage pad and driveway. Sonnikson will return shortly to complete the asphalt and then, in a few weeks, to construct the polymer tote shade structure, the RAS/WAS Room platform extension, and install process piping. Major submittal review is ongoing (Thickener Control Panel, VFD Panel, RAS/WAS Control Panel, Pump Bypass Panel, Polymer feed

system). Electrical construction is not expected to begin until the end of the year or early in 2026.

Studies and Grants

Senate Bill 1 Sea Level Rise Adaptation Planning Grant Program –

RSD was not selected for funding under the SB 1 Sea Level Rise Adaptation Planning Grant Program. The Ocean Protection Council cited the need for coordination with Contra Costa County's regional shoreline adaptation plan and recommended RSD remain engaged in that process. Full response available upon request.

District Personnel:

Birthdays for September – Janet – 9/29, Happy Birthday, El Presidente!

Anniversaries for September – Jeff, 3 years (on second stint), September 19th.

b) Operations Manager Report

Date range September 1st, 2025, through September 30th, 2025.

This month, the Operations team rented a boom lift to complete some elevated work throughout the District's treatment plant site. This work included diagnosing and repairing streetlights, tree trimming, gutter cleaning, and finishing repairs of the centrifuge structure and applying the heavy-duty cover. Remaining trimming was contracted due to time constraints and the availability of the chipping machine. The operations team also spent time preparing for Rodeo's big event in October, which is the Chili Cookoff and Car show. Learning from John Muir Earth Day and wanting to improve upon the District's display the team assembled better giveaways for the table, had a custom tablecloth made, blew up poop emoji balloons to better capture attention of attendees and the two biggest changes were the grease in the pipe display and the people's choice award for best Chili and Salsa in which the attendees would cast their vote at the RSD booth and the votes would be tallied and a winner would be announced. Great improvement and effort well spent by the operations team!

Sanitary Sewer Overflows (SSO) and Sewer Service Calls (SSC)

There were zero (0) **Sanitary Sewer Overflows (SSO)**

There was one (1) **Private Lateral Sewer Discharge (PLSD)**. This was a toilet burp, which was a result of cleaning and TV work being performed on Third St for RSD. The cause of this Burp is either related to guidance given to this residence by previous District staff on how to cap their lateral system or due to poor lateral upkeep. A third-party cleanup team came in and did the minor cleanup required due to the burp caused. The District will work with the resident on a long-term solution to try and prevent this from re-occurring. There was one (1) **Sanitary Sewer Calls (SSC)** on Napa St. a resident called about a poor draining situation in their basement. The operations team responded and found flow was excellent in the main servicing line. A complementary cleaning was performed on the servicing mainline with no other findings. The reporting resident was advised to call a plumber to address their issue. During the line cleaning, a neighbor complained about hearing the cleaning in their toilet. Two efforts were made to address this neighbor's complaint, with no call back from this neighbor.

c) Counsel for the District

District Counsel Diaz provided an update on SB 707, the Brown Act rewrite bill. The bill has gone through amendments and has been signed by the Governor. The final version has minimal impact on RSD, as most provisions apply to larger cities with city councils or special districts that span entire counties or serve sizable populations. No significant changes are required to our current course of action.

d) Secretary of the District

e) Board Members

Budget and Finance Committee

October 13, 2025 – Director Tara Shaia (Stipend), Director Robert Russey (Stipend)

5) CONSENT CALENDAR:

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

1. Recommend approval of expenditures for Sept-25. Reviewed by Budget Committee.
2. Receive Sept-25 Financial Statements. Reviewed by Budget Committee.

MOTION: By R. Russey, seconded by A. Noble, to approve the Consent Calendar.
Motion passed by the following vote:

VOTE: AYES: 5-M. Brennan, R. Russey, J. Callaghan, T. Shaia, A. Noble
 NOES: None
 ABSENT: None
 ABSTAIN: None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION: None

7) OLD BUSINESS: None

8) NEW BUSINESS:

A) Approve Minutes For Regular Meeting June 10, 2025 (Discussion and Action)

The Board will consider approving the minutes to the June 10, 2025, Regular Meeting. Staff Recommendation (Motion Required): Approve Minutes

B) Approve Minutes For Special Meeting July 1, 2025 (Discussion and Action)

The Board will consider approving the minutes to the July 1, 2025, Special Meeting. Staff Recommendation (Motion Required): Approve Minutes

C) Approve Minutes For Regular Meeting July 8, 2025 (Discussion and Action)

The Board will consider approving the minutes to the July 8, 2025, Regular Meeting.

Staff Recommendation (Motion Required): Approve Minutes

D) Approve Minutes For Regular Meeting August 12, 2025 (Discussion and Action)

The Board will consider approving the minutes to the August 12, 2025, Regular Meeting. Staff Recommendation (Motion Required): Approve Minutes

E) Approve Minutes For Regular Meeting September 9, 2025 (Discussion and Action) The Board will consider approving the minutes to the September 9, 2025, Regular Meeting. Staff Recommendation (Motion Required): Approve Minutes

MOTION: By T. Shaia, seconded by R. Russey, to Approve Minutes for Regular Meeting June 10, 2025, Special Meeting, July 1, 2025, Regular Meeting, July 8, 2025, Regular Meeting, August 12, 2025, Regular Meeting, September 9, 2025. Motion passed by the following vote:

VOTE:	AYES:	5-M. Brennan, R. Russey, J. Callaghan, T. Shaia, A. Noble
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

9) **PUBLIC HEARING:** 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**

The meeting adjourned at 2:41 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday, November 11, 2025, at 1:30 P.M. at John Swett Unified School District Board Room.


Janet Callaghan, President
Rodeo Sanitary District

Countersigned:

Nina Sayavong, Administrative Assistant
Rodeo Sanitary District