



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 November 11, 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

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

Absent: Angela Noble (Director)

Others Present: None

*via video-conference: Nancy Lefebre (District Administrator)

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:** Dawn Smith, a resident of 879 Hawthorne Dr, addressed the board to express concern about the high cost of sewer bills. She advocated for the implementation of financial assistance programs specifically aimed at supporting senior citizens and low-income households, noting that the current rates pose a significant burden for these vulnerable groups.

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

Sodium Bisulfite Tank –

RSD replaced the Sodium Bisulfite (SBS) tank in October 2023. To make a very long, frustrating story short, the new 6th heater controller card never functioned when it was

installed. RSD has discussed options with Snyder, and they are: replace the tank or install a new heater controller from a different manufacturer. Unfortunately, the controller card went into the same malfunction mode after the first rainstorm it went into service. RSD is performing a few minor electrical survey requests from Snyder before demanding a new tank. RSD staff have developed a solution that will ensure RSD's safe operations until a new tank arrives (which could be months). We plan to install a timer on the electrical feed to the heater. The timer will reset the control every 15 minutes, about the time observed to go from 120°F to 140°F on the tank heating elements. This is well below the thermal limit (~150°F) of the High-Density Polyethylene material of the tank. RSD will require Snyder to recommend an upper limit for the temp and adjust the timer. RSD staff were present when the controller failed and timed the temperature rise.

District Personnel:

Birthdays for September – Maureen – 10/3, Jeff – 10/11, Happy Birthday!
Anniversaries for September – Nasario, 3 years, October 11th.

b) Operations Manager Report

Date range October 1st, 2025, through October 31st, 2025.

The operations team had great success at Rodeos' annual October Chili cookoff and car show. The booth was well-received, with lots of flyers, grease scrapers, and other wastewater giveaways (poop emoji toys, squishes, stickers, etc.) were handed out. The RSD booth was decorated with Balloons, the new Rodeo San tablecloth, educational items, and the new polling station for the RSD people's choice award for best Chili or Salsa to win the trophy sponsored by the District. This year's winner was Cowboy Chili out of El Sobrante, CA. Ardurra did a great job helping cover the event on the District's social media accounts.

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

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

There were Zero (0) **Private Lateral Sewer Discharge (PLSD)**

There were Zero (0) **Sanitary Sewer Calls (SSC)**

c) Counsel for the District

Counsel Diaz discussed concerns related to a potential discharger and confirmed that the matter will be investigated further. He noted that the current regulatory code includes language requiring specific categories of dischargers to complete pretreatment before discharging into the District's facility. The Board requested additional review of these requirements and their applicability to the issue at hand. Counsel will report back with findings and a comprehensive analysis once the review is complete.

d) Secretary of the District

e) Board Members

Budget and Finance Committee

November 10, 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 Oct-25. Reviewed by Budget Committee.
2. Receive Oct-25 Financial Statements. Reviewed by Budget Committee.

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

VOTE: AYES: 4-M. Brennan, R. Russey, J. Callaghan, T. Shaia
 NOES: None
 ABSENT: 1-A. Noble
 ABSTAIN: None

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION:** None

7) **OLD BUSINESS:** None

8) **NEW BUSINESS:**

A) RSD Website ADA Compliance Presentation By Matthew Kane (Discussion)
Per Assembly Bill 434, all public agencies are required to have their websites
ADA-compliant.

B) Approve Minutes For Regular Meeting October 14, 2025 (Discussion and Action)

The Board will consider approving the minutes of the October 14, 2025, Regular Meeting.

MOTION: By R. Russey, seconded by T. Shaia, to approve the minutes for the Regular Meeting on October 14, 2025
Motion passed by the following vote:

VOTE: AYES: 4-M. Brennan, R. Russey, J. Callaghan, T. Shaia
 NOES: None
 ABSENT: 1-A. Noble
 ABSTAIN: None

C) Replacement Effluent Pump Station Large Capacity Pump (EP3) Capital Purchase (Discussion and Action)

A Board decision is required to authorize the District Manager to purchase a Replacement Effluent Pump Station, large capacity pump (EP3).

District Managers' Recommendation (Motion Required): Authorize the District Manager to purchase a replacement Effluent Pump Station, large capacity pump (EP3) for the equipment cost of \$92,042.

MOTION: By R. Russey, seconded by T. Shaia, to approve District Managers Recommendation (Motion Required): Authorize the District Manager to purchase a replacement Effluent Pump Station, large capacity pump (EP3) for the equipment cost of \$92,042.

Motion passed by the following vote:

VOTE: AYES: 4-M. Brennan, R. Russey, J. Callaghan, T. Shaia
NOES: None
ABSENT: 1-A. Noble
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, December 8, 2025, at 1:30 P.M. at John Swett Unified School District Board Room.



Tara Shaia, Secretary of the Board
Rodeo Sanitary District

Countersigned:



Nina Sayavong, Administrative Assistant
Rodeo Sanitary District