

**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 April 14, 2026. 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 1:34 P.M.

**Directors Present:** Janet Callaghan, Tara Shaia, Maureen Brennan

**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 Lefebvre (District Administrator),  
Director Robert Russey attended the regular board meeting via teleconference under the just cause provision in the Brown Act contained at Government Code Section 54953.8.3(c)(3) related to a physical condition not otherwise subject to disability provisions in the Brown Act.

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:** None

**3) CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER:** Items 8B were moved up at this time of the meeting.

**8B) Community-Focused Clean Energy And Resiliency Project Local Community Benefits Fund Through The Bay Repair Program (Discussion and Action)**

Receive an update on RSD's proposed clean energy project via the Local Community Benefits Fund through the Bay REPAIR Program and provide direction on community outreach efforts.

MOTION: By T. Shaia, seconded by M. Brennan, to receive an update on RSD's proposed clean energy project via the Local Community Benefits Fund through the Bay REPAIR Program and provide direction on community outreach efforts.

Motion passed by the following vote.

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

##### **Near-Term Capital Improvements**

##### **Secondary Clarifier and Aeration Basin Rehabilitation Projects:**

The scope for the project includes:

The specification review is complete. Currently, RSD, HSE, and Carollo are discussing amendments to the design contract to address several additions that were not included in the original project scope. Proposed RSD-led scope changes include:

- Routing all Aeration Basin and Secondary Clarifier feeds to the EPS MCC instead of MCC P2.
- Adding a new slide gate at the end of the Aeration Basin center channel.
- Replacing concrete stairs with aluminum stairs.
- Replacing Aeration Basin Effluent isolation valves.
- Developing a bid alternate for the Internal Mixed Liquor Recycle (IMLR) system.

The IMLR bid alternate is being considered because it is still uncertain whether minor process improvements alone will enable RSD to meet the 2034 Total Inorganic Nitrogen (TIN) limit. While the existing system can currently achieve results close to compliance, it requires increased chlorine usage. RSD plans to evaluate interim upgrade options, with and without additional chlorine consumption, before committing approximately \$1 million toward the IMLR system upgrade. Construction of the IMLR system would not begin before mid-2027, allowing sufficient time for further evaluation as part of the Master Plan update. In the meantime, RSD also plans to explore adding new instrumentation to improve control of the aeration air application system and potentially achieve lower TIN levels.

##### **RAS and WAS System Improvements Project**

Major submittal review is complete (Thickener Control Panel, VFD Panel, RAS/WAS Control Panel, Pump Bypass Panel, Polymer feed system). A few minor submittals still remain. Two of the five new controls are installed. RSD and Telstar have been coordinating the cut-over plan to transition from the old electrical equipment to the new electrical equipment. This is, by far, the most complex cut-over I will have experienced.

##### **District Personnel**

Birthdays for March – Yours Truly (Steve) – Happy Birthday!!

Anniversaries for March – Director Russey's two years (3/11).

**Operations Manager Report**

Date range March 1st, 2026, March 31st, 2026.

This month was very busy coordinating the start of new employees, their onboarding, uniforms, cellphones, and other account access. Further coordination efforts including plant projects both CIP in house projects along with scheduling the operations team to fill in where needed and get them some much needed time off. Throw in the R.E.P.A.I.R. Grant efforts towards the end of the month which are carried out into April, and this sums up March for the Assistant District Manager.

**Sanitary Sewer Overflows (SSO) and Sewer Service Calls (SSC) November 2024**

There were zero (0) sanitary sewer overflows (SSO)

There were zero (0) Private Lateral Sewer Discharge (PLSD)

There was one (0) sanitary sewer call (SSC)

4b) **Counsel for the District**: Nothing to report.

4c) **Secretary of the District**: Nothing to report.

4d) **Board Members**: Nothing to report.

**Budget and Finance Committee:**

March 16, 2026 – Secretary Tara Shaia (Stipend), Director Robert Russey (Stipend)

March 23, 2026 – Director Robert Russey (Stipend)

March 26, 2026 – Secretary Tara Shaia (Stipend), Director Robert Russey (Stipend)

March 30, 2026 – Secretary Tara Shaia (Stipend), Director Robert Russey (Stipend)

April 2, 2026 – Secretary Tara Shaia (Stipend), Director Robert Russey (Stipend)

April 6, 2026 – Secretary Tara Shaia (Stipend), Director Robert Russey (Stipend)

April 13, 2026 – Secretary 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 March 2026 Reviewed by Bud Comm.
2. Receive March 2026 Financial Statements. Reviewed by Budget Committee.

MOTION: By B. Russey, seconded by T. Shaia, to Adopt the consent calendar as recommended.

Motion passed by the following vote:

VOTE: AYES: 3-R. Russey, J. Callaghan, T. Shaia  
NOES: None  
ABSENT: 2-M Brennan, A. Noble  
ABSTAIN: None

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

7) **OLD BUSINESS:** None

8A) **East Bay Parks District Land Community Use (Discussion and Action)**

The Budget and Finance Committee and Staff will discuss the status of the East Bay Parks District Land Community Use Plan.

Staff Recommendation: Receive Report.

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

9) **PUBLIC HEARING:** None

10) **COMMUNICATION:**

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

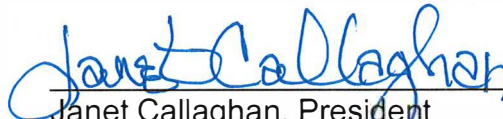
11) **CLOSED SESSION:** None

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

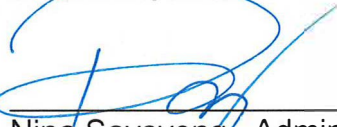
13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS:** None

14) **ADJOURNMENT**

The meeting adjourned at 3:20 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday, May 12, 2026, 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