

PLANNING / ENGINEERING COMMITTEE

MINUTES OF MARCH 26, 2026

THE PLANNING / ENGINEERING COMMITTEE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON MARCH 26, 2026 AT 4:01 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, CALIFORNIA.

BOARD MEMBERS PRESENT:

Gary E. Robards, Crystal J. Yezman

BOARD MEMBERS ABSENT:

None

STAFF PRESENT:

Curtis Paxton, General Manager; Jasmine Diaz, District Engineer; Dale McDonald, Administrative Services Manager.

OTHERS PRESENT:

Karina Yap, Associate Engineer, Kennedy Jenks; April Miller, Public Works Director, City of San Rafael; Peter and Linda Oqvist, property owners of 79 Vendola Drive arrived at 4:24 p.m.

ANNOUNCEMENT:

Chairperson Robards announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.

PUBLIC COMMENT:

None

AGENDA ITEMS

- 2.A. Integrated Wastewater Master Plan (IWMP) Presentation** - Kennedy Jenks presented an update on the Business Risk and Vulnerability Assessment as part of Phase 3 of the Integrated Wastewater Master Plan, including failure analysis and an updated risk heat map. The Committee discussed opportunities to incorporate vertical asset data and additional GIS layers from CityWorks into future risk assessments. Staff reported that Phase 3 is nearing completion. No action was taken.
- 2.B. Multi-Purpose Laboratory Building – Status Update** - The District Engineer provided an update on the schedule for the Multipurpose Laboratory Building project. Phase 1 is nearing completion, with discussions on foundation piles for Phase 2 scheduled for the following week. The Committee received the update. No action was taken.
- 2.C. Capital Improvement Program – One-Page Summaries** - Staff shared an example of a draft one-page Capital Improvement Project Summary that is being developed. The Committee discussed document length, the use of hyperlinks for web accessibility, and the value of including project location maps. Committee feels the form is nice. Staff will continue refining the summaries based on the Committee's feedback. No action was taken.
- 2.D. Easement: Rafael Meadows Pump Station** - The Committee reviewed the City of San Rafael's Merrydale Promenade Project - South Parking Option B, including a proposed easement across District property adjacent to the San Rafael Meadows Pump Station. Discussion focused on protecting existing and future District utilities, potential impacts to the site, project timing, and replacement of fencing if relocated. The Committee expressed no opposition to the concept but

emphasized the need for additional site evaluation before any easement is considered. No action was taken.

2.E. Easement: 79 Vendola Property - The District Engineer presented a request from the owners of 79 Vendola Drive to purchase or obtain an easement over a small portion of District property adjacent to their home. The Committee discussed the legal requirements associated with surplus public property, the homeowners' preference for a property purchase, and the need to investigate any existing flood control or utility easements affecting the site. No action was taken.

2.F. Development Update - Staff provided a summary of current land development projects, including updates on projects under review. The Committee discussed the status of several developments and received the informational report. No action was taken.

ADJOURNMENT:

ACTION:

Committee approved (M/S Yezman / Robards 2-0-0) the adjournment of the meeting at 5:22 p.m.

AYES: Yezman and Robards.
NOES: None
ABSENT: None
ABSTAIN: None

The next Planning / Engineering Committee Meeting is to be determined, as the regularly scheduled meeting of June 25 will fall on a special Board meeting date. It is anticipated a special Planning / Engineering Committee meeting will be held in early July at the District's office.

ATTEST:



Dale McDonald, Acting Board Secretary

APPROVED:



Gary E. Robards, Committee Chair