



County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING
STEVEN E. WHITE, DIRECTOR

MEETING MINUTES

County Service Area No. 31 and Waterworks District No. 41

Citizens Advisory Committee

September 18, 2025

Members Present: Peter Van Vleet, Chair
Steve McQuillan
Marsha Waller
Doug Koerper
Ryan Stewart

Members Absent: Eric Tallberg
Jeff Hixon
Alice Pierson-Knapp

County Staff Present: Cybil Luna, Special Districts Administration

Call to Order: Meeting started at approximately 3:00 PM

1. Introductions

2. Minutes Approved

- a. Minutes from the June 19, 2025, meeting were reviewed and approved by the Citizens Advisory Committee (CAC).

3. CAC Election

- a. Doug Koerper and Ryan Stewart were elected by unanimous vote. Ryan Stewart, the Manager of SCE's Camp Edison, was elected as a representative of SCE, a landowner in the districts represented by the CAC.

RESOURCES DIVISION

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4. Projects & Repairs

a. Prop 218s

- i. A Prop 218 rate study will proceed after the LAFCo boundary change for WWD 41 is completed.
- ii. An RFP is being drafted for Prop 218 Rate Studies to adjust sewer rates for both WWD 41S & CSA 31B. Both studies must be completed simultaneously but rates will be separate as the systems have unique infrastructure.
- iii. The potential for a bond or loan to fund necessary capital improvements was discussed. Staff will research and compile a list of upcoming improvements.

b. CSA 31

- i. The parking lot resurfacing project is included in the 2025-26 countywide overlay contract and is expected to be advertised in spring of 2026.
- ii. ADA upgrades for the Community Center were discussed. The CAC to research estimates for ADA compliance work and county staff will confirm whether CSA 31 has financial responsibility for ADA compliance.
- iii. Staff confirmed that CSA 31's formation documents authorize the district to fund fire protection services, including facilities.
- iv. The CAC will review ADA, fire station, & parking lot projects as CSA 31 may not have sufficient reserves for all three.

c. WWD 41W

- i. Ridgetop water storage tank is offline and needs to be replaced. WWD 41W cannot afford to do so until after Prop 218 rate adjustment.
- ii. The Shaver Lake Volunteer Fire Department has been contracted to inspect the fire hydrants in WWD 41W.

- d. Shaver Lake WWTF – WWD 41S & CSA 31B
 - i. A CalOES reimbursement request is in progress for Creek Fire repairs. If approved, up to 70% of expenses may be reimbursed.
- e. CSA 31B
 - i. Lift stations and controls are in need of replacement.
- f. Capacity Analysis – WWD 41W, WWD 41S, and CSA 31B.
 - i. The County is conducting a capacity analysis of the water and wastewater systems in CSA 31B and WWD 41 to identify deficiencies, recommend improvements, and assess ability to serve existing and future development.

5. Financial Status

Reviewed current financials for all districts.

- a. WWD 41W – Shaver Lake Water: Operating at a deficit. Reserves depleted. Prop 218 rate adjustment anticipated in Fiscal Year 25-26.
- b. WWD 41S – Shaver Lake Sewer: Operating at a deficit. Prop 218 rate adjustment anticipated after WWD 41W Prop 218 process is completed.
- c. CSA 31B – Shaver Lake Village & Camp Edison Sewer: Prop 218 rate adjustment anticipated after WWD 41W Prop 218 process is completed.
- d. CSA 31 – Shaver Lake Rec & Fire: Potential projects may require a future Prop 218 rate adjustment.

Next Meeting Date: December 12, 2025.

Meeting adjourned at approximately 4:30 pm.