



# 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

June 19, 2025

Members Present:

Peter Van Vleet, Chair

Alice Pierson-Knapp

Marsha Waller

Steve McQuillan

Members Absent:

Eric Tallberg

Jeff Hixon

County Staff Present:

Cybil Luna, Special Districts Administration

Call to Order:

Meeting started at approximately 4:00 pm

#### 1. Introductions

#### 2. Overview

- a. General history of the districts.

#### 3. Citizens Advisory Committee (CAC) Update

- a. 7/21/2022 CAC meeting: Marsha Waller, Sheldon Sandstrom, & Jeff Hixon were voted in as CAC members. It was later determined that Sheldon Sandstrom did not meet the bylaw requirements.
- b. Peter Van Vleet was confirmed as Chair.

#### RESOURCES DIVISION

2220 Tulare Street, Sixth Floor / Fresno, California 93721 / Phone (559) 600-4259 / FAX 600-4552  
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- c. The CAC currently has 3 vacancies. Doug Koerper nominated by current CAC members. An election will be held in September. Anyone interested in volunteering can contact Cybil Luna at [cluna@fresnocountyca.gov](mailto:cluna@fresnocountyca.gov).

#### **4. Projects & Repairs**

- a. CSA 31B
  - i. County staff provided update regarding aging lift stations and increased need for emergency maintenance.
- b. Shaver Lake Wastewater Treatment Plant Creek Fire Repairs
  - i. County staff is working with CalOES on reimbursement for repairs made due to Creek Fire Damage. Up to 70% of expenses may be reimbursed. All repairs have been completed.
- c. Capacity Analysis – WWD 41W, WWD 41S, and CSA 31B.
  - i. Consultant is being hired to study the capacity and condition of water and wastewater systems in the Shaver Lake area in order to identify deficiencies, recommend improvements, and assess ability to serve existing and future development.
- d. WWD 41W
  - i. Timberwine hydro-tank replacement completed.
  - ii. Ridgetop water storage tank is offline and needs to be replaced. WWD 41W cannot afford to do so until after Prop 218 rate adjustment.
  - iii. ARPA Water Meter Replacement Project: projected completion date of 8/29/2025.
- e. CSA 31
  - i. CAC requested County staff to research whether CSA 31 funds can be used to help fund construction of the new fire station.
  - ii. CAC requested County staff to have Community Center Parking Lot assessed for resurfacing.

- iii. County staff to research the responsible party for the potential remodel of the Community Center indoor bathrooms and ADA parking.

## **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: 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 necessitate a future Prop 218 rate adjustment.

## **6. WWD 41W Boundary Change & Rate Adjustment**

County staff provided an update on the status of an administrative boundary change. The County is in the process of formally merging nearby CSAs that are already served by WWD 41W into the district. This adjustment will not change the number of customers served but will streamline how water services are organized and administered.

**Next Meeting Date:** September 18, 2025.

Meeting adjourned at approximately 5:30 pm.