

**SELMA-KINGSBURG-FOWLER  
COUNTY SANITATION DISTRICT**

**NOTICE AND CALL OF SPECIAL MEETING  
POLICY ADVISORY COMMITTEE**

**APRIL 16, 2026**

**10:00 A.M.**

**Rm. 103, Board Room  
11301 E. Conejo Avenue, Kingsburg, California**

**1. CALL TO ORDER AND ROLL CALL**

**MEMBERS**

Alex Henderson, Kingsburg City Manager  
Michael Reid, Fowler City Manager  
Jason Rogers, Selma City Manager  
Paul Nerland, Fresno County AO  
Veronica Cazares, General Manager/Secretary

**STAFF AND CONSULTANTS**

Alicia Kirk, Executive Assistant to the GM  
Craig Perry, Chief Plant Operator  
Tricia Miller, Admin Services/HR Manager

**2. APPROVAL OF AGENDA**

Additions, Deletions, Substitutions, and Adoption of Agenda

**3. PUBLIC FORUM**

At this time, any member of the public may address the PAC regarding any item not on the agenda, over which the PAC has jurisdiction. No action or discussion will be undertaken on any item not on the agenda, except to briefly respond to statements or questions by the public. Members of the public shall limit their remarks to three minutes.

**4. CONSENT CALENDAR**

Items placed on the consent calendar are considered routine in nature. They may be approved by one motion, second and majority vote. Any PAC member or member of the public may request removal of any item from the consent calendar for independent consideration.

A. Subject: Minutes of February 25, 2026 Policy Advisory Committee Meeting (*p.1*)

Recommendation: PAC approve minutes as presented.

## **5. NEW BUSINESS**

- A. Subject: The Committee will receive the FY 2026-27 Capital Improvement Program (CIP) (p.4)

Recommendation: That the Committee accept the FY 2026-27 Draft Capital Improvement Program and consider recommending its approval by the S-K-F CSD Board of Directors

- B. Subject: The Committee will receive the FY 2026-27 Draft Budget (p.5)

Recommendation: That the Committee accept the FY 2026-27 Draft Budget and consider recommending its approval to the S-K-F CSD Board of Directors.

## **6. COMMITTEE MEMBER COMMUNICATIONS/AGENDA ITEMS**

## **7. GENERAL MANAGER REPORTS**

## **8. ADJOURNMENT**

Action, Motion to Adjourn

**NOTICE OF AVAILABILITY OF AGENDA MATERIALS:** Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office located at 11301 E. Conejo Ave., Kingsburg, CA 93631 during normal business hours of 8:00 a.m. – 4:30 p.m., Mondays through Fridays. Such writings or documents will also be made available on the District website at [www.skfcsd.org](http://www.skfcsd.org).

**ADA COMPLIANCE AND REASONABLE ACCOMMODATIONS POLICY.** The District has adopted a Reasonable Accommodations Policy that provides a procedure for receiving and resolving requests for accommodation to participate in this meeting. If you need assistance in order to attend the Board of Directors meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, the Board is happy to assist you. Please contact the District Office at (559)897-6500 Extension 213 so such aids or services can be arranged. Requests may also be made by email to the Executive Assistant to the General Manager at: [akirk@skfcsd.org](mailto:akirk@skfcsd.org) or can be sent by US Mail to: Alicia Kirk, PO BOX 158, Kingsburg, CA 93631. Accommodations should be requested as early as possible as additional time may be required in order to provide the requested accommodation; 72 hours in advance is suggested.

**SELMA-KINGSBURG-FOWLER  
COUNTY SANITATION DISTRICT**

**MINUTES OF THE MEETING OF  
POLICY ADVISORY COMMITTEE**

**February 25, 2026**

**10:00 a.m.**

**CALL TO ORDER AND ROLL CALL**

The Policy Advisory Committee (PAC) meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 10:00am.

**MEMBERS**

Alex Henderson, Kingsburg City Manager (P)  
Michael Reid, Fowler City Manager (P)  
Jason Rogers, Selma City Manager (P)  
Paul Nerland, Fresno County AO (A)  
Veronica Cazares, General Manager/Secretary (P)

**STAFF AND CONSULTANTS**

Alicia Kirk, Executive Assistant to the GM  
Craig Perry, Chief Plant Operator  
Tricia Miller, Admin Services/HR Manager

**PAC REORGANIZATION**

**A. Nominations and Election of Chairperson**

There being no comments from the public or further nominations for chair, a motion to appoint Michael Reid as Chairman was made by Member Henderson, seconded by Member Cazares, and approved by the following vote:

AYE: Members Henderson, Cazares, Vice Chairman Rogers, Chairman Reid  
NO:  
ABSENT: Member Nerland  
ABSTAIN:

**B. Nominations and Election of Vice-Chairperson**

There being no comments from the public or further nominations for vice-chair, a motion to appoint Jason Rogers as Vice-Chairman was made by Vice Chairman Rogers, seconded by Member Cazares, and approved by the following vote:

AYE: Members Henderson, Cazares, Vice Chairman Rogers, Chairman Reid  
NO:  
ABSENT: Member Nerland  
ABSTAIN:

**C. Committee to consider electing Veronica Cazares to continue serving as Secretary of the Policy Advisory Committee.**

There being no comments from the public, or further nominations for Secretary, a motion to appoint Veronica Cazares as Secretary was made by Member Henderson, seconded by Vice Chairman Rogers and approved by the following vote:

AYE: Members Henderson, Cazares, Vice Chairman Rogers, Chairman Reid

NO:

ABSENT: Member Nerland

ABSTAIN:

### **APPROVAL OF AGENDA**

There being no comment from the public, a motion to approve the agenda of the PAC meeting of February 25, 2026, was made by Member Henderson, and seconded by Vice Chairman Rogers, and approved by the following vote:

AYE: Members Henderson, Cazares, Vice Chairman Rogers, Chairman Reid

NO:

ABSENT: Member Nerland

ABSTAIN:

### **PUBLIC FORUM**

None

### **CONSENT CALENDAR**

Items placed on the consent calendar are considered routine in nature. They may be approved by one motion, second and majority vote. Any PAC member or member of the public may request removal of any item from the consent calendar for independent consideration.

- A. Subject: Minutes of March 19, 2025, Policy Advisory Committee meeting, *(p.1)*

Recommendation: PAC approve minutes as presented.

There being no comment from the public, a motion to approve the PAC minutes of March 19, 2025, was made by Member Henderson and seconded by Member Cazares and approved by the following vote:

AYE: Members Henderson, Cazares, Vice Chairman Rogers, Chairman Reid

NO:

ABSENT: Member Nerland

ABSTAIN:

## **NEW BUSINESS**

A. Subject: Receive a report from Dave Peters, PE (Secretary, South Kings Groundwater Sustainability Agency) on potential South Kings Groundwater Sustainability Agency (SKGSA) project at SKF facility.

Recommendation: That the PAC discuss, review, and provide input on potential SKGSA project using the stormwater ponds located south of Kamm Avenue for groundwater recharge.

SKGSA has identified potential for developing approximately 40 of SKF's ponding basins for a groundwater recharge project. Under the existing agreement between the City of Selma and SKF, these basins are designated for stormwater disposal. SKGSA would assume all costs associated with construction improvements and commit to ongoing annual maintenance. The Committee discussed possible agreement terms of 10 or 20 years. SKGSA would be responsible for all reporting requirements, including the installation and use of flow meters, and the project must not impact the Wastewater Treatment Plant Wastewater Discharge Requirements. General Manager/Secretary Cazares noted that the project must provide a clear benefit to the District. The Committee acknowledged that the proposed recharge effort would support the groundwater supply in Kingsburg, thereby enhancing reliability for the Wastewater Treatment Plant. Member Henderson recommended involving SKF General Counsel Hilda Montoy in drafting an agreement for future PAC review.

## **COMMITTEE MEMBER COMMUNICATION/AGENDA ITEMS**

PAC would like to set up future meetings.

## **GENERAL MANAGER REPORTS**

The first presentation to the SKF Board of Directors on the FY 2026-27 CIP and Budget will be scheduled soon. PAC suggested that SKF meet with each City individually along with their respective Public Works Directors, City Engineers, and City Planners prior to that for review and input.

## **ADJOURNMENT**

There being no further business to come before the Committee, Chairman Reid declared the meeting adjourned on a motion made by Vice Chairman Rogers and seconded by Member Henderson at 10:28 am

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Veronica Cazares, General Manager/  
Secretary

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Michael Reid,  
Chairman of the Committee

**MEMORANDUM**  
(April 16, 2026, PAC Meeting)

To: Policy Advisory Committee  
From: Veronica Cazares, General Manager  
Date Memo Prepared: March 31, 2026

Agenda Item: 5-A  
Action: Motion

**SUBJECT:** The Committee will review the FY 2026-27 Draft Capital Improvement Program

**RECOMMENDATION:**

That the Committee accept the FY 2026-27 Draft Capital Improvement Program and consider recommending its approval by the S-K-F CSD Board of Directors

**EXECUTIVE SUMMARY:**

The Draft Capital Improvement Program has been posted to the District's website as of April 3, 2026. The District met with each of the member cities individually prior to this meeting.

General Manager Cazares will present the Draft Capital Improvement Program (CIP).

PAC members may bring their copies with them or refer to the digital copy sent separately from the agenda packet. **Hard copies will be available at the Board Meeting.**

Capital improvements are major construction projects requiring an expenditure of public funds over and above routine annual operating expenses. Expenditures occur for the purchase, construction, or replacement of the District's infrastructure with a useful life of at least five years. CIP infrastructure includes such items as the collection system, wastewater treatment plant, disposal facilities and lift stations. The District's funding sources include sewer service charges, capacity charges, and plan check and inspection fees. These revenues are projected annually, taking into account current and potential development activity and rate adjustments.

The CIP is a plan that identifies capital improvement needs and allocates available dollars over a ten-year period. Development of the ten-year CIP includes opportunities for input from the CIP Committee, District department heads, cities, and the Board of Directors to help ensure that the projects meet the District's needs.

**MEMORANDUM**  
(March 19, 2026, PAC Meeting)

To: Policy Advisory Committee  
From: Veronica Cazares, General Manager  
Date Memo Prepared: March 31, 2026

Agenda Item: 5-B  
Action: Motion

**SUBJECT:** The Committee will review the FY 2026-27 Draft Budget.

**RECOMMENDATION:**

That the Committee accept the FY 2026-27 Draft Budget and consider recommending its approval to the S-K-F CSD Board of Directors.

**EXECUTIVE SUMMARY:**

The FY 2026-27 Draft Budget has been posted to the District's website as of April 3, 2026. The District met with the member cities individually prior to this meeting.

PAC members may bring their copies with them or refer to the digital copy sent separately from the agenda packet. **Hard copies will be available at the Board Meeting.**

The Proposed Budget includes the following:

1. The increase in sewer rates is for the District's Capital Refurbishment & Replacement fund and General Operation & Maintenance fund and are necessary due to increased costs of repair; refurbishment and replacement of aging equipment and facilities; services and supplies; salaries and benefits; labor costs; and a reduction in usage of the plant by industrial dischargers, which results in revenue decreases.
2. The proposed rates aligns and confirms the cost of service with the different customer classes of residential, commercial, and industrial.