



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

# Agenda

## Utility Commission Regular Meeting

City Council Chambers | 50 Natoma Street, Folsom CA 95630

March 18, 2025

6:30 PM

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### REGULAR UTILITY COMMISSION AGENDA

#### CALL TO ORDER

#### ROLL CALL

Utility Commission Members:

Hla Elkhatib, Lisa Ladd, Mark Menz, Amy McBride, Amanda Ross, Aaron Silva, Tad Widby

#### REPORT ON POSTING OF AGENDA

Agendas for the Utility Commission are posted at the Folsom City Hall and City website. (Pursuant to California Government Code Section 54954.2, the agenda for this meeting was properly posted on or before 6:30 p.m. on March 14, 2025).

#### BUSINESS FROM THE FLOOR

This item is intended for comments or suggestions from the public for presentation to the Utility Commission. Any matters discussed before the Utility Commission which are not on the agenda cannot be acted upon by the Commission.

#### MINUTES

1. Approval of the Minutes of the February 18, 2025, Regular Meeting

#### DIRECTORS' REPORTS

#### NEW BUSINESS

1. Public Works Department FY 2025-2026 Operations Budget
2. Environmental and Water Resources Department FY 2025-2026 Operations Budget

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Future Meetings

April 15, 2025	6:30 pm	Regular Meeting	PD Training Room
May 20, 2025	6:30 pm	Regular Meeting	City Hall
June 17, 2025	6:30 pm	Regular Meeting	City Hall

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*Copies of the written documentation relating to each item of business described above are on file in the Environmental and Water Resources Department, Folsom City Hall, 50 Natoma St., Folsom, California and are available for public inspection during regular office hours which are 8:00 a.m. to 5:00 p.m., Monday through Friday. We request advance notification to facilitate your requests. Copies of documents may be purchased for \$0.10 per page.*

*Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting at the Folsom City offices, and City website. The City Hall phone number is 916-461-6000. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and an operator will assist you.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Environmental and Water Resources Department at 916-461-6162. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

***Please mute or turn off cellular phones, tablets, and other electronic devices during the meeting.***



CITY OF  
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# Utility Commission Regular Meeting Draft Minutes

City Council Chambers | 50 Natoma Street, Folsom CA 95630  
February 18, 2025  
6:30 PM

## Call to Order

The meeting was called to order at 6:35 p.m.

## Roll Call

PRESENT: H.Elkhatab, L.Ladd, M.Menz, A.McBride, A.Silva, T.Widby  
ABSENT: A.Ross  
STAFF PRESENT: Mark Rackovan: Public Works Director  
Marie McKeeth: General Services Manager, Public Works  
Todd Eising: Utility Manager, Environmental & Water Resources  
Emma Atkinson: Management Analyst, EWR

## Business from the Floor

None.

## Oath of Office

Commissioners Elkhatab, McBride, Menz and Silva took the oath of office.

## Election of Chair and Vice Chair

Commissioner Widby moved to nominate Commissioner Menz as Chair of the Commission. Commissioner Silva seconded the nomination.

Motion passed by the following roll-call vote:

AYES: Commissioners Elkhatab, Ladd, Menz, McBride, Silva, Widby ABSENT:  
Commissioner Ross

Commissioner Menz moved to nominate Commissioner Silva as Vice-Chair of the Commission. Commissioner Widby seconded the nomination.

Motion passed by the following roll-call vote:

AYES: Commissioners Elkhatab, Ladd, Menz, McBride, Silva, Widby ABSENT:  
Commissioner Ross

## Minutes

Approval of the Minutes of the November 19, 2024, Regular Meeting.

Motion by Commissioner Silva, second by Commissioner Elkhatab to approve the Minutes of the November 19, 2024, regular meeting. Motion passed by the following roll-call vote:

AYES: Commissioners Elkhatab, Ladd, Menz, McBride, Silva, Widby ABSENT:  
Commissioner Ross

Approval of the Minutes of the January 21, 2025, Regular Meeting.

Motion by Commissioner Widby, second by Commissioner Silva to approve the Minutes of the January 21, 2025, regular meeting. Motion passed by the following roll-call vote:

AYES: Commissioners Elkhatab, Ladd, Menz, McBride, Silva, Widby ABSENT:  
Commissioner Ross

## **Directors' Reports**

### **EWR:**

Mr. Todd Eising reported that the EWR budget will be presented next month; questions and comments are welcome.

The department is currently recruiting for the position of Utility Manager, due to Mr. Eising's retirement in May.

Chair Menz asked that the budgets be emailed to the Commission; he specifically would like a detailed line item report. Mr Eising reported that the Finance department is using new software for budgets this year, but the departments will provide the requested information.

### **Public Works:**

Director Rackovan reported on various updates from the department:

- **Staffing:** As of January 27, the waste collection team is fully staffed. Three drivers are being promoted to senior positions, to reflect additional responsibilities assigned to them. Two part-time drivers have also been hired, along with a part-time office assistant to keep up with increasing customer service demands. The department is working on recruitments for a new Environmental Specialist Supervisor, to replace an employee who resigned, and a Solid Waste Manager, a position that was approved in the last budget.
- **Waste Collections Routes:** Staff continue to monitor data following last summer's re-route. Overall, overtime has significantly dropped. Some overweight loads and specific overtime issues require further consideration and resolving with potential schedule changes or new positions. Commercial drivers are noticing the impact of growth and increased recycling activities. The division has been able to temporarily increase the number of bulky waste pick-ups, lowering wait time from 36 days (FY23) to 28 days (FY24), but this is still a long way from the goal of 14 days.
- **Vehicles:** The delivery of the two electric vehicles (a side-loader and a rear-loader) that were ordered in January 2023 is still pending. Apart from those, the department has received all trucks ordered in FY24 prior to ACF regulation. Despite some changes to ACF regulations, the City continues to be mandated to purchase at least 50% zero emission vehicles, and most vehicles used by the department were not included on the recently issued list of exempt vehicles. To extend its useful life, the collection body on an otherwise mechanically sound truck is being replaced. The truck has not been returned yet, but if this proves to be a successful method of cost reduction, the same approach can be applied to other vehicles. Overall, the division continues to maintain a larger than industry standard fleet size to temporarily mitigate the challenges; it is fiscally prepared to make the purchases when suitable vehicles are available.
- **SB1383 Compliance:** The recycling team has continued to work on distribution of green bins to neighborhoods with restricted space. Full compliance with this section of SB1383 is anticipated by early summer. The recycling team also recently completed mandated inspections of edible food generators. Grocery stores and other distributors of packaged foods have been inspected for the past three years; restaurants and other generators of prepared foods received their first inspections in Nov/Dec 2024.
- **Budget:** The FY26 budget will be presented at March UC meeting; staffing for collection drivers and administration will be the primary request.
  - Chair Menz asked for clarification about the electric vehicles that are on order. *One is a side-loader, and the other is a rear-loader. Both have been rejected due to things that were wrong with them. They were sent back; repair and redelivery are still pending.* Chair Menz commented on other jurisdictions that have experienced similar problems and delays with orders of electric trucks, so asked whether purchase of these trucks is still required. *Marie McKeeth clarified that only one of the refuse trucks that the City uses was on the exemption list, and this is the front-loader. The City mostly uses class 8 side-loaders; these are used for residential routes, and not on the exemption list. Ms. McKeeth explained that mandates set on the manufacturers, limiting how many diesel trucks they can sell, further hinders availability of refuse collection vehicles.*

**New Business:**

**Ethics Training:**

Mr Eising asked Commissioners to check they had received the email regarding ethics training, and to make sure that training was completed. Commissioners were invited to contact Emma with any questions.

**Utility Commission Purpose and Functions:**

Mr Eising explained that the main function of the Commission is to make recommendations to the City Council and City Manager, on rate-based and budget related topics. Other items brought to the Commission include items such as Master Planning and Strategic Planning documents, the Sanitary Sewer Management Plan and the Water Master Plan. Water Vision is a current project involving the Utility Commission.

**Brown Act:**

Commissioners were reminded of their responsibilities under the Brown Act, especially regarding communication with other commissioners outside of the Utility Commission meetings, and awareness of public perception.

**Utility Commission Roster:**

Commissioners verified details provided on the roster.

**Topics for the Year:**

Mr Eising summarized topics to be discussed at Utility Commission meetings during 2025.

- Commissioner Widby requested inclusion a presentation/discussion of key risks (3 or 4 biggest) and plans for mitigating those risks.

**Public Works Department Overview:**

Director Rackovan presented a brief overview of the staff, functions and some current projects of the Public Works Department, focusing on the Waste and Recycling division which falls within the purview of the Utility Commission.

Director Rackovan offered to provide new Commissioners with information regarding the State's Advanced Clean Fleet (ACF) and organic waste (SB1383) mandates, which have been the subject of previous Utility Commission meetings.

**Environmental and Water Resources Department Overview:**

Mr Eising presented a brief overview of the work performed by the EWR department, the organizational chart, and high-level budget information. An invitation was extended to Commissioners to visit the City's water treatment plant.

**Adjournment**

The meeting was adjourned at 7:13 p.m.

**Respectfully Submitted:**

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Emma Atkinson, Management Analyst

**Approved:**

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Mark Menz, Utility Commission Chair

NEW BUSINESS  
Item 1  
Utility Commission  
Meeting Date: 3/18/25

DATE: March 11, 2025  
TO: Utility Commissioners  
FROM: Mark Rackovan, Public Works Director  
SUBJECT: **PUBLIC WORKS FISCAL YEAR 2025-2026 PRELIMINARY OPERATING BUDGET**

**BACKGROUND**

Each year, staff present an overview of the upcoming fiscal year operating and capital improvement plan budget to the Utility Commission. City staff will provide a presentation showing the proposed fiscal year 2025-2026 operating budget for solid waste.

**DISCUSSION**

The proposed preliminary Fiscal Year 2025-2026 operating budget for Public Works will be presented and discussed with the Utility Commission. The City Manager, the Finance Department, and the Human Resources Department are currently reviewing the proposed budget prepared by the Public Works Department and will schedule follow-up meetings accordingly.

NEW BUSINESS  
Item 2  
Utility Commission  
Meeting Date: 3/18/25

DATE: March 13, 2024  
TO: Utility Commissioners  
FROM: Marcus Yasutake, Environmental and Water Resources Director  
SUBJECT: **ENVIRONMENTAL AND WATER RESOURCES FISCAL YEAR 2025-2026  
PRELIMINARY OPERATING BUDGET**

**BACKGROUND**

Each year, staff present an overview of the upcoming fiscal year operating budget to the Utility Commission. City staff will provide a presentation showing the proposed fiscal year 2025-2026 operating budget for Environmental and Water Resources.

**DISCUSSION**

The proposed preliminary Fiscal Year 2025-2026 operating budget will be presented and discussed with the Utility Commission. The City Manager, the Finance Department, and the Human Resources Department are currently reviewing the proposed operating budget prepared by the Environmental and Water Resources Department and will schedule follow-up meetings accordingly.