



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

Folsom City Hall | City Council Chambers | 50 Natoma Street, Folsom CA 95630

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# Agenda

## Utility Commission Regular Meeting

September 16, 2025 6:30 pm

### CALL TO ORDER

### ROLL CALL

Utility Commission Members:

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

### REPORT ON POSTING OF THE 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 September 12, 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

Approval of the Minutes of the June 17, 2025, Regular Meeting

### DIRECTORS' REPORTS

1. Public Works
2. Environmental and Water Resources

### NEW BUSINESS

1. Organics Recycling Update
2. Environmental and Water Resources Draft Fiscal Year 2024-25 Budget Recap

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### FUTURE MEETINGS

October 21, 2025	6:30pm	Regular Meeting	City Hall
November 18, 2025	6:30pm	Regular Meeting	City Hall

December 16, 2025

6:30pm

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.*



# Utility Commission Regular Meeting

## Draft Minutes

City Council Chambers | 50 Natoma Street, Folsom CA 95630  
June 17, 2025  
6:30 PM

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### **Call to Order**

The meeting was called to order at 6:30 p.m.

### **Roll Call**

PRESENT: H.Elkhatab, L.Ladd, A.McBride, M.Menz (at 6:31pm), A.Ross, A.Silva, T.Widby  
STAFF PRESENT: Marcus Yasutake: Env. & Water Resources Director & Interim Public Works Director  
Emma Atkinson: Management Analyst, EWR

### **Business from the Floor**

None.

### **Minutes**

Approval of the Minutes of the May 20, 2025, Regular Meeting

Motion by Commissioner Widby, second by Commissioner Silva to approve the Minutes of the May 20, 2025, regular meeting. Motion passed by the following roll-call vote:

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

### **Director's Report**

Director Yasutake reported on behalf of Public Works and EWR:

- There are three vacancies in the Fleet division. Staff is meeting with HR in July to discuss these vacancies to better align the needs of the division with staffing levels, particularly with respect to the Advance Clean Fleet regulations.
- City Council had their first budget hearing last Tuesday. It is anticipated that it will be adopted at next week's meeting, without significant changes. While the City Manager is reviewing some potential changes, as far as we are aware, the proposals for water, wastewater and solid waste are moving forward into next fiscal year's budget without alteration.
- EWR has started work on the Sewer Master Plan; this is a part of the new updated SSMP which is going to Council in July.
- EWR is going through the consultant selection process for the update to the city's Urban Water Management Plan, which has a due date of July 1, 2026; EWR's recommendation will be presented to council on July 8<sup>th</sup>.

### **New Business**

- **EWR 2025 Water and Wastewater Rate Study.**  
Director Yasutake provided background information regarding the Water and Wastewater Rate Study, discussed the proposed scope of work provided by HF&H Consultants, LLC. and responded to general questions of clarification from the Commission. Director Yasutake also provided detail of the role the Utility Commission plays in the Rate Study process.
- **2025 Sewer System Management Plan (SSMP) Update.**  
Director Yasutake provided a presentation outlining the updated 2025 Sewer System Management Plan due to be presented at the City Council meeting on July 8, 2025.

### **Next Meeting**

Chair Menz reminded the Commission that there is a recess in July, so the next meeting is on August 19.

### **Adjournment**

The meeting was adjourned at 7:42 p.m.

### **Respectfully Submitted:**

\_\_\_\_\_  
Emma Atkinson, Management Analyst

### **Approved:**

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Mark Menz, Utility Commission Chair

NEW BUSINESS  
Item 1  
Utility Commission  
Meeting Date: 6/16/25

DATE: September 9, 2025  
TO: Utility Commissioners  
FROM: Marie McKeeth, Public Works General Service Manager  
SUBJECT: **ORGANICS RECYCLING UPDATE**

**BACKGROUND**

City staff will provide an update related to Organics Recycling.

**DISCUSSION**

City staff will present updates related to the City's Organics Recycling program.

**ACTION**

No action required. Informational update only.

DATE: September 9, 2025  
TO: Utility Commissioners  
FROM: Marcus Yasutake, Environmental and Water Resources Director  
SUBJECT: **ENVIRONMENTAL AND WATER RESOURCES DRAFT FISCAL YEAR  
2024-25 OPERATING BUDGET RECAP**

**BACKGROUND**

City staff will provide a recap of the draft Fiscal Year 2024-2025 operating budget for Environmental and Water Resources.

**DISCUSSION**

City staff will present draft financial figures comparing the Fiscal Year 2024-25 approved operating budget and the FY 2024-25 actual operating budget. These financial figures are still in “draft” form as the City’s Finance Department has not completed its final Fiscal Year 2024-25 budget figures as of this meeting date. Staff does not expect there to be any significant difference between the “draft” financial report and the “final” financial report for the FY 2024-25 operating budget.

**ACTION**

No action required. Informational update only.



# EWR FY 2024-25 Operating Budget Recap

September 16, 2025  
Utilities Commission



# FY 24/25 Water Operating Budget



Division	FY 24/25 Budget	FY 24/25 Expended	FY 24/25 Encumbrance	FY 24/25 Balance <sup>1</sup>	Percent of FY 24/25 <sup>2</sup>
Engineering	\$ 4,060,944	\$ 3,108,056	\$ 331,314	\$ 621,575	76.5%
Maintenance	\$ 1,932,125	\$ 1,831,513	\$ 58	\$ 100,554	94.8%
Treatment	\$ 4,843,779	\$ 4,539,632	\$ 216,398	\$ 87,749	93.7%
Quality	\$ 1,779,387	\$ 1,474,548	\$ 46,838	\$ 258,001	82.9%
Meters	\$ 2,534,333	\$ 2,155,751	\$ 669,750	\$ (291,169)	85.1%
Conservation	\$ 1,062,429	\$ 834,546	\$ 55,734	\$ 172,149	78.6%
Debt Service	\$ 1,494,000	\$ 1,494,000	\$ -	\$ -	100.0%
Transfers Out	\$ 1,025,772	\$ 1,030,222	\$ -	\$ (4,450)	100.4%
<b>TOTAL</b>	<b>\$ 18,732,769</b>	<b>\$ 16,468,268</b>	<b>\$ 1,320,091</b>	<b>\$ 944,410</b>	<b>87.9%</b>

1. Budget minus expended minus encumbrance.

2. Expended compared to budget.

# FY 24/25 Wastewater Operating Budget



Division	FY 24/25 Budget	FY 24/25 Expended	FY 24/25 Encumbrance	FY 24/25 Balance <sup>1</sup>	Percent of FY 24/25 <sup>2</sup>
Engineering	\$ 2,959,090	\$ 1,872,207	\$ 1,326,736	\$ (239,853)	63.3%
Collections	\$ 2,821,464	\$ 2,401,367	\$ 115,076	\$ 305,021	85.1%
Maintenance	\$ 1,386,482	\$ 1,175,553	\$ 933	\$ 209,996	84.8%
Transfers Out	\$ 817,743	\$ 822,083	\$ -	\$ (4,340)	100.5%
<b>TOTAL</b>	<b>\$ 7,984,778</b>	<b>\$ 6,271,209</b>	<b>\$ 1,442,745</b>	<b>\$ 270,824</b>	<b>78.5%</b>

1. Budget minus expended minus encumbrance.
2. Expended compared to budget.

# FY 24/25 Capital Expenses



Division	FY 24/25 Budget	FY 24/25 Expended	FY 24/25 Encumbrance	FY 24/25 Balance <sup>1</sup>	Percent of FY 24/25 <sup>2</sup>
Solid Waste	\$ 4,813,586	\$ 2,812,173	\$ 1,356,294	\$ 645,119	58.4%
Water	\$ 8,366,547	\$ 2,725,392	\$ 5,773,445	\$ (132,290)	32.6%
Wastewater	\$ 6,378,317	\$ 2,515,624	\$ 142,549	\$ 3,720,143	39.4%

1. Budget minus expended minus encumbrance.
2. Expended compared to budget.

# FY 24/25 Revenues from Rates



Division	FY 24/25 Budget	FY 24/25 Actual	Percent of Budget
Solid Waste	\$ 25,973,000	\$ 29,553,835	113.8%
Water	\$ 18,726,000	\$ 17,548,543	93.7%
Wastewater	\$ 12,049,235	\$ 13,061,120	108.4%

Marcus Yasutake

City of Folsom

Environmental and Water Resources Director

916-461-6161

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