



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

October 21, 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 October 17, 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 September 16, 2025, Regular Meeting

### DIRECTORS' REPORTS

1. EWR
2. PW

### NEW BUSINESS

1. Water and Sewer Rate Studies Overview

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### FUTURE MEETINGS

November 18, 2025	6:30pm	Regular Meeting	City Hall
December 16, 2025	6:30pm	Regular Meeting	City Hall
January 20, 2026	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.*



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# Draft Minutes

## Utility Commission Regular Meeting

September 16, 2025, 6:30pm

### CALL TO ORDER

The meeting was called to order at 6:30pm.

### ROLL CALL

PRESENT:	H.Elkhatab, L.Ladd, A.McBride, A.Silva, T.Widby	
ABSENT:	M.Menz	
STAFF PRESENT:	Marcus Yasutake	Environmental and Water Resources Director
	Rebecca Neves	Public Works Director
	Marie McKeeth	General Services Manager
	Jennifer Thiot	Administrative Assistant, Public Works

### BUSINESS FROM THE FLOOR

None.

### MINUTES

#### Approval of the Minutes of the August 19, 2025, Regular Meeting:

Motion by Commissioner Silva, second by Commissioner Widby to approve the Minutes of the August 19, 2025, regular meeting. Motion passed by the following roll-call vote:

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

### DIRECTORS' REPORTS

- Public Works
  - Director Neves introduced herself to the Commission, and summarized work performed since taking on the role of Public Works Director, focusing on the department's workload, resources, funding availability, assessing service efficiencies and interdepartmental coordination.
  - At the City Council meeting on September 23, there will be a discussion on re-organization of City Departments, to reduce impact on general funds.
  - There are still challenges with Advanced Clean Fleet (ACF) mandates due to technology not being available. Additionally, with AB620, municipalities are now in direct competition with CalTrans and other larger state entities. The League of California Cities is writing a letter of opposition to AB620, and working with lobbyists to push classifying public works employees as first responders, which would pull them out of ACF requirements.
  - There are bills proposed which would return funds from single use packaging taxes back to the handlers, providing opportunity for local agencies to recapture some costs for associated programs.
  - Marie McKeeth reported that based on lack of response from the vendor for an electric refuse truck, they will likely go to council with a recommendation to terminate the contract.

- An Operations Supervisor and a driver have been hired. In addition, the department will be hiring seven more drivers and have openings for an Environmental Specialist and a Senior Office Assistant.

2. Environmental and Water Resources

- Director Yasutake reiterated information about the September 23rd City Council meeting, and the City Manager’s budget proposals. It is expected that proposals will be refined based on City Council feedback and taken back to Council on October 14<sup>th</sup>.
- There is a vacancy on the Utility Commission; the City Clerk’s office is waiting to hear back from Councilmember Kozlowski about how to proceed to fill the vacancy.
- The October meeting will include the first discussion on the Rate Study. An overview of the Rate Study process will be provided. Future meetings will provide more detail, including cost breakdowns by division, and 5 and 10 year projections.
- EWR’s Utility Manager resigned, after accepting a position elsewhere. The department also has a vacant Senior Engineer position, approved in the FY25-26 budget. Updating of job descriptions for various positions in the department has continued; these are now ready to be presented to the Union for approval and use for hiring to fill various vacant water and wastewater positions.
- The Sewer System Management Plan (SSMP), discussed in June, was adopted on July 8, and the Water Vision draft report is out for public review.

## NEW BUSINESS

1. Organics Recycling Update

Marie McKeeth provided a summary of work associated with organics recycling mandates including the City’s progress on responding to the mandates, the effectiveness of organic waste collection programs, ongoing work to secure long term capacity, work with commercial customers, programs for edible food recovery, education and outreach, paper procurement, organic waste product procurement, monitoring and enforcement, and record keeping.

2. Environmental and Water Resources Draft Fiscal Year 2024-25 Budget Recap

Director Yasutake presented a summary of the draft Fiscal Year 2024-25 budget.

## ADJOURNMENT

The meeting was adjourned at 7:31p.m.

Respectfully Submitted:

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Jennifer Thiot, Administrative Assistant, Public Works

Approved:

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Aaron Silva, Utility Commission Vice Chair

DATE: October 16, 2025  
TO: Utility Commissioners  
FROM: Marcus Yasutake, Environmental and Water Resources Director  
SUBJECT: **WATER AND WASTEWATER RATE STUDY**

### **BACKGROUND**

On January 24, 2025, the City requested proposals from consultants to perform a water and wastewater rate study. Through a review process, HF&H Consultants, LLC was determined to provide the best value to the City based on the scope of work provided in their proposal, the project team, their expertise for these types of projects, and the fee amount.

### **DISCUSSION**

HF&H Consultants, LLC will provide an overview of the water and sewer rate study process. They will cover the following topics during their presentation:

- Background
- Objectives of the Study
- Rate Study Process
- Cost of Service Analysis & Rate Design
- Legal Requirements
- Public Outreach
- Schedule of the Rate Study
- Current Status and Next Steps