



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

December 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 December 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 October 21, 2025, Regular Meeting

### DIRECTOR'S REPORT

### OLD BUSINESS

1. Water and Wastewater Rate Study - Update

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### FUTURE MEETINGS

January 20, 2026	6:30pm	Regular Meeting	City Hall
February 17, 2026	6:30 pm	Regular Meeting	City Hall
March 17, 2026	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 Utilities 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

October 21, 2025, 6:30pm

### CALL TO ORDER

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

### ROLL CALL

PRESENT:	A.McBride, M.Menz, A.Silva, T.Widby	
ABSENT:	H.Elkhatab, L.Ladd	
STAFF PRESENT:	Marcus Yasutake	Environmental and Water Resources Director
	Rebecca Neves	Public Works Director
	Emma Atkinson	Management Analyst

### BUSINESS FROM THE FLOOR

None.

### MINUTES

Approval of the Minutes of the September 16, 2025, Regular Meeting:

Motion by Commissioner Silva, second by Commissioner Widby to approve the Minutes of the September 16, 2025, regular meeting. Motion passed by the following roll-call vote:

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

### DIRECTORS' REPORTS

1. Public Works

Director Neves informed the Commission that City Council has approved reorganization of City services. As a result, a Utilities Department will be formed comprising Fleet and Solid Waste divisions (currently in Public Works) along with divisions in the current Environmental and Water Resources Department.

Director Neves expressed gratitude to EWR department staff for recent project work, particularly the Phase 2A pipeline project. Cooperation between EWR and Public Works departments for pipe crossing, trench work and paving has resulted in an overall reduction of work time, thus minimizing impact on road closures.

2. Environmental and Water Resources

Nothing to report.

## NEW BUSINESS

### 1. Water and Sewer Rate Studies Overview

HF&H Consultants, LLC gave a presentation to the Utility Commission, providing an overview of the water and sewer rate study process, including the following topics:

- 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

The associated PowerPoint and a full recording of the presentation are available on the City website at [www.Folsom.ca.us/ratestudy](http://www.Folsom.ca.us/ratestudy).

## ADJOURNMENT

Commissioners asked about meetings scheduled for November and December. Director Yasutake responded that Commissioners will be contacted by email with information about planned business for these meetings and opportunity to respond with availability to attend.

Respectfully Submitted:

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Emma Atkinson, Management Analyst

Approved:

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Mark Menz, Utility Commission Chair

DATE: December 10, 2025  
TO: Utility Commissioners  
FROM: Marcus Yasutake, Utilities Director  
SUBJECT: **WATER AND WASTEWATER RATE STUDY UPDATE**

**BACKGROUND**

HF&H Consultants, LLC has been hired by the City to perform a water and wastewater rate study. Since the last Utility Commission meeting, they have been working with City staff to analyze revenue requirements and projections, and project future reserve fund balances. Preliminary suggestions for rate adjustments have been developed based on this analysis.

**DISCUSSION**

A presentation will be provided to the Utility Commission including the following topics:

- Revenue requirement – Operating Expenses, Capital, Transfers
- Revenue projections
- Reserve fund balance projections
- Reserve policies proposed
- Preliminary revenue increases
- Alternative options
- Next steps