



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

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

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# Approved Minutes

## Utility Commission Regular Meeting

December 16, 2025, 6:30pm

### CALL TO ORDER

The meeting was called to order at 6:34pm.

### ROLL CALL

PRESENT:	H.Elkhatab, L.Ladd, A.McBride, M.Menz, A.Silva	
ABSENT:	T.Widby	
STAFF PRESENT:	Marcus Yasutake	Utilities Director
	Emma Atkinson	Management Analyst

### BUSINESS FROM THE FLOOR

None.

### MINUTES

#### Approval of the Minutes of the October 21, 2025, Regular Meeting:

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

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

### DIRECTOR'S REPORT

Director Yasutake reported on vacancies in Utilities Department. There are two Senior Office Assistant positions in Solid Waste Division that will shortly be advertised: one is due to promotion within the department to Environmental Specialist, and the other is a new position approved within this year's budget. The Fleet Manager position will also soon be advertised, with the intention of filling the position by March. Recruitment for a couple of other positions within Fleet is being delayed, to allow the new Fleet Manager to participate in the process.

The City has three Senior Engineer vacancies: one in the Utilities Department (for water/wastewater), one in the Community Development Department, and one in the Public Works Department. The Departments will work together on recruitment for these positions.

Director Yasutake informed the Commission that the Annual State of the City event will take place on January 28. Event information is available on the Choose Folsom website, where tickets can be purchased for the event and luncheon. Last year, doors to the event were open during the Mayor's State of the City speech, to allow public ability to watch. Recording of the event was also posted on the City website. Commissioner Silva advised that the event will likely follow same structure this year.

## OLD BUSINESS

### Water and Wastewater Rate Study Update

HF&H Consultants, LLC gave a presentation to the Utility Commission, providing preliminary results of work performed for the rate study, including the following topics:

- Revenue Requirements.
- Revenue Projections.
- Reserve Fund Balance Projections.
- Reserve Policies.
- Preliminary Revenue Increase Proposals.
- Water Surcharges.

The Commission was invited to provide feedback to help refine continued work on the rate study.

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

Director Yasutake wished everyone a happy holiday season, reminding the Commission that there will be a regular meeting in January, which will not include any Rate Study information. The next Rate Study discussion will be during the February Utility Commission meeting. It is proposed that following that, there will be an introductory presentation to the City Council.

Respectfully Submitted:



Emma Atkinson, Management Analyst

Approved:



Mark Merz, Utility Commission Chair