



**FOLSOM**  
DISTINCTIVE BY NATURE

# Utility Commission Regular Meeting

## Approved Minutes

City Council Chambers | 50 Natoma Street, Folsom CA 95630

June 16, 2020

6:30 PM

*Pursuant to Governor Newsom's Executive Order N-29-20 and as noticed on the meeting agenda, members of the Utility Commission and staff participated in this meeting via teleconference.*

### **Call to Order**

Chair Mutchler called the meeting to order at 6:30 p.m.

### **Roll Call**

PRESENT: B. Mutchler, D. Kozlowski, M. Moore, R. Hess, T. Rood  
T. Widby (joined 6:38pm)

STAFF PRESENT: Marcus Yasutake: Environmental and Water Resources Director  
Dave Nugen: Public Works Director  
Emma Atkinson: Administrative Assistant, EWR

### **Business from the Floor**

None

### **Minutes**

Approval of the Minutes of the February 18, 2020 Regular Meeting.

Commissioner Moore motioned to accept the minutes.

Commissioner Kozlowski seconded the motion.

Motion carried with the following vote:

AYES: Commissioners Mutchler, Hess, Rood

ABSENT: Commissioner Widby

### **Meeting Format**

In response to questions from Chair Mutchler, Director Yasutake explained that Utility Commission meetings may be conducted via teleconference only at this time; video conferencing software is not an option for Commission use.

### **Directors' Reports**

#### **Council and Commission update:**

- Roger Gaylord has resigned from his position as City Council member.
- Commissioner Shreve has resigned from the Utility Commission.

**EWR:**

- Staffing update:
  - The new Associate Civil Engineer, Kelsie Gugino, began work as of May 1<sup>st</sup>. Her assignment means the department is now fully staffed.
  - There have been some absences related to COVID-19, but most Department employees have continued working despite the current situation due to work being deemed as essential. Some adjustments have been made, such as staggered shifts, working entirely out of vehicles, and working from home.
  - The City will use a phased approach for returning to work as of July 1<sup>st</sup>, but exactly how this will be done will be department specific, depending on the nature of work performed.

**Public Works:**

- Staffing update.
  - Like EWR, there has been a split, with some staff working remotely with others still reporting to City Hall. Solid Waste continued as an essential service, with increased staggering of schedules to accommodate social distancing. Household Hazardous Waste and HazMat services were temporarily put on hold; there is now a backlog of appointments that they are working through. It has been harder for Streets division staff to social distance, so protocols of daily screening and masks are being used.

**New Business****Fiscal Year 2020-2021 Operations and Maintenance and Capital Improvement Budgets:**

Directors Nugen and Yasutake gave presentations on their respective budgets and responded to questions from the Commission.

**Other Business**

Chair Mutchler requested data on residential water consumption changes based on COVID stay at home order.

**Adjournment**

Meeting adjourned at 7:49pm

**Respectfully Submitted:**

Emma Atkinson, Administrative Assistant.

**Approved:**

Bob Mutchler, Utility Commission Chair.