



*City of Arts & Innovation*

# Mobility and Infrastructure Committee

**TO: MOBILITY AND INFRASTRUCTURE  
COMMITTEE**

**DATE: FEBRUARY 13, 2025**

**FROM: PUBLIC UTILITIES DEPARTMENT**

**WARDS: ALL**

**SUBJECT: APPROVE PROPOSED 2025 WORKPLAN FOR THE BOARD OF PUBLIC  
UTILITIES.**

## **ISSUE:**

Approve the proposed 2025 Workplan for the Board of Public Utilities

## **RECOMMENDATION:**

That the Mobility and Infrastructure Committee approve the proposed 2025 Workplan for the Board of Public Utilities.

## **BOARD RECOMMENDATION:**

On January 27, 2025, the Board of Public Utilities approved unanimously with Chair Ocegüera and Board member Avery absent to approve the 2025 Annual Board of Public Utilities Workplan, present the 2025 Annual Workplan to the Mobility and Infrastructure Committee, and return to the Board with the Committee's action.

## **BACKGROUND**

To ensure the work of boards and commissions align with the City Charter and Envision Riverside 2025 Strategic Plan, the City Manager's Office requested each board or commission to develop an Annual Workplan. Each workplan will be taken to the respective City Council Standing Committee for review and approval with the workplans earmarked to begin in March 2025 and conclude in February 2026.

Resolution 23976 identifies the three boards and commissions under the purview of the Mobility and Infrastructure Committee to include the Board of Public Utilities (Board), Transportation Board, and Airport Commission.

### *2024 Annual Work Plan*

The Board 2024 Work Plan was approved in a staged process that is anticipated to be similar for the 2025 Work Plan. The Board held a workshop November 27, 2023 to discuss a draft. During

the discussion, the Board provided several recommendations and requested that the workplan be brought back at their next meeting. On December 11, 2023, the Board reviewed the revised report and recommended that the City Council approve the Board's workplan. On January 11, 2024 the Mobility and Infrastructure Committee approved a condensed version of the Board's workplan.

Staff commenced work on the workplan items immediately with the intent to address each by the end of February 2025. A mid-year review of the Work Plan was provided by staff to the Board on September 23, 2024 (attached). A final review of the 2024 Workplan will be presented to the Board in March 2025.

## **DISCUSSION:**

The City's Board and Commissions serve an important function in the City. Each Board or Commission has been established by City Charter and is granted specified powers and duties or is charged to undertake a specified activity. The Work Plans of the Board or Commission outlines activities that the Board would like to undertake during the course of the year. The individuals who volunteer for these bodies are appointed by the City Council to represent the community's interests and serve important decision-making bodies for specified activities identified by the Council and delineated in the Charter.

### **Board of Public Utilities**

The Board of Public Utilities was established to advise the Mayor and City Council and carry out Charter designated responsibilities to review and approve expenditures, operations, and policies of the Electric and Water utilities.

Section 1202 of the Riverside City Charter identifies the following powers and duties of the Board of Public Utilities:

The Board of Public Utilities shall have the power and duty to:

- a) Consider the annual budget for the Department of Public Utilities during the process of its preparation and make recommendations with respect thereto to the City Council and the City Manager.
- b) Authorize, and let public works contracts in compliance with Section 1109, within the limits of the budget of the Department of Public Utilities, any purchase of equipment, materials, supplies, goods or services, or any acquisition, construction, improvement, extension, enlargement, diminution, or curtailment of all or any part of any public utility system when the amount exceeds \$50,000, and authorize the City Manager, or his designee, to execute contracts or issue purchase orders for the same. This amount may be increased in \$1,000 increments by ordinance to account for inflation whenever the cumulative increase in the consumer price index exceeds \$2,000 from the last increase. No such purchase, or acquisition, construction, improvement, extension, enlargement, diminution or curtailment shall be made without such prior authorization.

Notwithstanding the above, such a purchase, or acquisition, construction, extension, enlargement, diminution or curtailment may be made without prior approval (1) for work done at the request of and at the expense of a customer, pursuant to rules established by the Board of Public Utilities and approved by the City Council, or (2) if there is an urgent necessity to preserve life, health or property (i) as determined by the Director of Public

Utilities or, (ii) if the amount exceeds \$100,000 by the Director of Public Utilities and the City Manager. As soon as practicable thereafter, the Director of Public Utilities shall take the matter under Section 1202(b)(2) to the Board of Public Utilities for ratification.

- c) Within the limits of the budget of the Department of Public Utilities, make appropriations from the contingency reserve fund for capital expenditures directly related to the appropriate utility function.
- d) Require of the City Manager monthly reports of receipts and expenditures of the Department of Public Utilities, segregated as to each separate utility, and monthly statements of the general condition of the department and its facilities.
- e) Establish rates for all utility operations as provided under Section 1200 including but not limited to water and electrical revenue producing utilities owned, controlled or operated by the City, but subject to the approval of the City Council.
- f) Authorize the Director of Public Utilities to negotiate and execute contracts with individual retail customers for water, electric and any other utility service as provided under Section 1200, consistent with rates for such individualized service established pursuant to Section 1202(e).
- g) Approve or disapprove the appointment of the Director of Public Utilities, who shall be the department head.
- h) Designate its own secretary.
- i) Make such reports and recommendations in writing to the City Council regarding the Department of Public Utilities as the City Council shall deem advisable.
- j) Exercise such other powers and perform such other duties as may be prescribed by ordinance not inconsistent with any of the provisions of this Charter.

The following are the five consolidated items that represent the objectives and goals for this year's workplan.

#### Board of Public Utilities 2025 Workplan:

The RPU Board conducted a workshop on January 13, 2025, to discuss action items for their 2025 Workplan. On January 27, 2025, the Board approved their Workplan to be presented to the Mobility and Infrastructure Committee.

The 2025 Workplan for the Board of Public Utilities includes the following:

#### **Action Item 1**

- **Review and update the Board Standing Rules and Board Policy Guide including review of Board duties, administration, and engagement. Key topics will be scheduled in advance and shared on RPU's master calendar.**

Specific topics requested by the Board include:

- Review of Board Standing Rules (early in the year)
- Review of the Board Policy Guide
- Review of purchasing policies and Board authority
- Overview of the requirements and impacts of California's Proposition 218
- Development of a structured practice providing educational opportunities for the Board including facility tours and continued opportunities for the Board to engage with RPU staff.

### **Action Item 2**

- **Review and recommend to City Council amendments to utility specific legislative policy; develop recommendations to positions on upcoming bills and actively advocate for grant opportunities. Periodic updates will be provided along with an annual summary.**

At a minimum, receive quarterly verbal updates from staff with an annual summary of the legislative session.

### **Action Item 3**

- **Review, discuss and make recommendations relative to the various water, electric, and operational policy and planning documents prepared by the department as presented throughout the year including the Biennial RPU budget, five-year Capital Improvement Plan and updates from and on key performance indicators for work completed by City internal services. Anticipated dates for future discussion topics, projects and events will be shared.**

### **Action Item 4**

- **Remain engaged and develop advisory reports, as needed, on major utilities' projects and activities.**

Major projects RPU is or will be undertaking will be identified as part of the documents prepared for Action Item 3 and will include projects that are underway or anticipated and that will have a significant impact on the utilities and its customers.

### **Action Item 5**

- **Enhance community engagement and align with the City's Community Engagement Policy.**

## **STRATEGIC PLAN ALIGNMENT:**

This item contributes to:

### **Strategic Priority #1 – Arts, Culture & Recreation**

Goal 1.5 – Support programs and amenities to further develop literacy, health, and education of children, youth and seniors throughout the community.

### **Strategic Priority #2 – Community Well-Being**

Goal 2.1 – Facilitate the development of a quality and diverse housing supply that is available and affordable to a wide range of income levels.

Goal 2.2 – Collaborate with partner agencies to improve household resiliency and reduce the incidence and duration of homelessness.

Goal 2.4 – Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust.

Goal 2.5 – Foster relationships between community members, partner organizations, and public safety professionals to define, prioritize, and address community safety and social service needs.

Goal 2.6 – Strengthen community preparedness for emergencies to ensure effective response and recovery.

**Strategic Priority #3 – Economic Opportunity**

Goal 3.1 – Facilitate partnerships and programs to develop, attract and retain innovative business sectors.

Goal 3.3 – Cultivate a business climate that welcomes innovation, entrepreneurship and investment.

Goal 3.4 – Collaborate with key partners to implement policies and programs that promote local business growth and ensure equitable opportunities for all.

**Strategic Priority #4 – Environmental Stewardship:**

Goal 4.1 – Rapidly decrease Riverside’s carbon footprint by acting urgently to reach a zero-carbon electric grid with the goal of reaching 100% zero-carbon electricity production by 2040 while continuing to ensure safe, reliable, and affordable energy for all residents.

Goal 4.2 – Sustainably manage local water resources to maximize reliability and advance water reuse to ensure safe, reliable, and affordable water to our community.

Goal 4.6 – Implement the requisite measures to achieve citywide carbon neutrality no later than 2040.

**Strategic Priority #5 – High Performing Government and the following goals:**

Goal 5.1 – Attract, develop, engage, and retain a diverse and highly skilled workforce across the entire City organization.

Goal 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making and ensure services are accessible and distributed equitably throughout all geographic areas of the City.

Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

**Strategic Priority #6 – Infrastructure, Mobility & Connectivity, and the following goal:**

Goal 6.3 – Identify and pursue new and unique funding opportunities to develop, operate maintain, and renew infrastructure and programs that meet the community’s needs.

This item aligns with each of the five Cross-Cutting Threads based as follows:

1. **Community Trust** – The Board Work Plan provides a transparent view and communication of Utility finances in a forum that accommodates community engagement and the involvement of Board of Public Utilities.
2. **Equity** – The Board Work Plan is available to all members of the public via the City website, and the presentation of the proposed plan in a public forum accommodates community engagement from all members of the public.

3. **Fiscal Responsibility** – The Board Work Plan demonstrates the Utility’s commitment to responsible management of the Utility’s financial resources.
4. **Innovation** – The Board Work Plan will help in meeting the community’s changing needs as the Utility’s infrastructure needs are projected to grow as the system continues to age.
5. **Sustainability & Resiliency** – The Board Work Plan demonstrates the Utility’s commitment to the long-term fiscal health of the Utility and preservation of Utility services.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by:	Tracy Sato, Assistant General Manager/Strategic Initiatives
Approved by:	David A. Garcia, Utilities General Manager
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Jack Liu, Interim City Attorney

Attachments:	Section 1202 –Board of Public Utilities Board of Public Utilities 2024 Workplan with updates Board of Public Utilities 2025 Workplan Presentation
--------------	--