



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: MARCH 24, 2025**

**SUBJECT: BOARD OF PUBLIC UTILITIES 2025 ANNUAL WORKPLAN ADOPTION.**

**ISSUES:**

Consider adopting the 2025 Annual Board of Public Utilities Workplan.

**RECOMMENDATION:**

That the Board of Public Utilities adopt the Board of Public Utilities 2025 Annual Workplan.

**BACKGROUND:**

The City Manager's Office requests each board and commission to develop an Annual Workplan to ensure the work of boards and commissions align with the City Charter and the Envision Riverside 2025 Strategic Plan (see attachments provided for reference). Each workplan will be taken to the respective City Council Standing Committee for review and approval with the work plans earmarked to begin in March 2025 and conclude in February 2026. Per Resolution 23976, the Board of Public Utilities (Board) is under the purview of the Mobility and Infrastructure Committee.

On January 13, 2025, the Board of Public Utilities (Board) conducted a workshop to discuss the 2025 Annual Workplan (Workplan) and provided direction to staff regarding the Workplan. At the workshop, the Board discussed the items to include in the 2025 Workplan and provided direction to staff to prepare a final version for consideration. On January 27, 2025 the Board approved the Workplan and forwarded it to the Mobility and Infrastructure Committee (Committee) for their review. Additionally, the Board recommended that the Board Chair or a Board member present the Workplan to the Committee. On February 13, 2025, Board Chair Ocegüera introduced and Board Member Wohlgemuth presented both a summary and status of the 2024 Workplan and presented the 2025 Workplan. The Mobility and Infrastructure Committee unanimously approved the Board's 2025 Workplan with no changes.

**DISCUSSION:**

**2024 Annual Workplan Status**

Most of the approved 2024 Annual Workplan action items were completed with a few exceptions. The table below provides a status update for each item and if they are being carried into 2025.

	Action Items	Description	Status
1.	<b>Develop an awareness of utility policy and operational matters through reviewing Board duties, administration, and engagement.</b>		
a.	Standing Rules of the Board	Review of Board Specific Policies A-C	<b>Incomplete.</b> Item continued to the 2025 Annual Work Plan
b.	Ethics Review	Annual item of business	<b>Completed.</b> Annual presentation of the Code of Ethics and Conduct was presented to the Board on July 8, 2024. Board members provided their recommendations for changes to the Code of Ethics and Conduct at their meeting on July 22, 2024.
c.	Board Training	Develop structured practice for Board Education and awareness of utility policy and operational matters.	<b>Ongoing.</b> The development of the structured practice will be developed in 2025  Education and awareness of utility policy has been provided through new Board member orientations provided by RPU's Executive Managers, facility tours and opportunities to attend conferences.  Item is continued in the 2025 Annual Work Plan
2.	<b>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.</b>		
a.	2024 Legislative Policy Engagement	Review and recommend amendments to utility specific legislative policy platform principles, develop recommendations for City positions on upcoming bills and actively advocate for grant opportunities	<b>Pending.</b> RPU staff provided a review of 2024 legislation in January 2025. This item is continued to the 2025 Annual Work Plan and will include quarterly updates.
3.	<b>Review and discuss the development of Master Plans including the Annual Water Supply and Demand Assessment, Non-Potable and Recycled Water Master Plan, Water Quality Master Plan, Water and Energy Delivery Infrastructure Master Plan, and Electric Integrated Resource Plan.</b>		
a.	Annual Water Supply and Demand Assessment Report	Review and discuss report prepared by staff including Updates to Water Atlas and policy discussion on water conservation standards	<b>Completed.</b> The Annual Water Supply and Demand Assessment Report was approved by the Board on May 13, 2024.  <b>Pending.</b> RPU staff will provide a review of and provide an opportunity for the Board to discuss water conservation standards in March 2025.
b.	Non-Potable and Recycled Water Master Plan	Discuss opportunities to expand utility services	<b>Completed.</b> The Non-Potable and Recycled Water Master Plan was presented to the Board on February 26, 2024.
c.	Water Quality Master Plan	Identify what infrastructure improvements are required to meet new regulations and operational challenges	<b>Completed.</b> The Water Quality Master Plan was presented to the Board on April 8, 2024.
d.	Water and Energy Delivery Infrastructure Master Plan	Development of new 10-year projections	<b>Pending.</b> Energy Delivery is preparing their annual update to their 5-year plan at this time.  Water Planning and Engineering are preparing their 5-year plan at this time.  These items will be included in future years.

	Action Items	Description	Status
e.	Electric Integrated Resource Plan	Project energy supply needs and customer demand projections including public outreach for community input	<p><b>Completed.</b> The Integrated Resources Plan (IRP) was presented to the RPU Board on April 8, 2024, the Mobility and Infrastructure Committee on May 9, 2024, and the City Council on June 11, 2024. Two public meetings were held on April 13 and 18 of 2024. The IRP and all supporting documentation were submitted to the California Energy Commission on June 12, 2024.</p>
<p><b>4 Remain engaged and develop advisory reports related to the Riverside Transmission and Reliability Project (RTRP).</b></p>			
a.	Riverside Transmission Reliability Project (RTRP) Engagement	Remain engaged on project's issues to prepare for future actions of the Board, if any, and develop advisory reports to Council if the project encounters further delay past 2024.	<p><b>Ongoing.</b> The Board is provided updates, as needed and appropriate, as part of the GM report. The City Council reaffirmed its support of the RTRP on May 14, 2024.</p>
<p><b>5. Review and provide recommendations to the Biennial RPU budget, five-year Capital Improvement Plan, and internal services.</b></p>			
a.	Review and approval of the Biennial RPU budget and Capital Improvement Plan	Review of the Biennial budget, five-year Capital Improvement Plan (CIP), and internal services.	<p><b>Completed for 2024. Ongoing efforts to continue.</b></p> <ul style="list-style-type: none"> <li>• Biennial budget and CIP approved by the Board on April 8, 2024 and the City Council on June 25, 2024</li> <li>• Internal services updates on services provided presented to the Board. Human Resources presented on March 11, 2024 and Office of Communications presented updates on April 22, 2024 and June 10, 2024.</li> <li>• The City of Riverside Cost Allocation Plan was provided to the Board on February 26, 2024.</li> </ul>
b.	Review of the Customer Benefits Programs	Review of the Business and Residential programs, inclusive of customer engagement and education to accelerate programs that support environmental sustainability, decarbonization and equity goals	<p><b>Ongoing.</b> A comprehensive review of the Public Benefit Fund status and fund uses was presented to the Board on February 10, 2025.</p> <p>The following Business and Residential programs have been provided:</p> <ul style="list-style-type: none"> <li>• Tree Power (Shade tree program) – RPU Board on 1/22/24 and Council on 2/27/24</li> <li>• Water Conservation Surcharge Fund Renewal – RPU Board on 1/22/24 and Council on 3/19/24 and 4/16/24</li> <li>• Water Program Enhancements – RPU Board on 7/22/24 and Council on 8/20/24</li> <li>• Heat Pump Program – RPU Board on 6/10/24 and Council on 6/25/24</li> <li>• Multi Family / Mobile Home Energy Assistance Program – RPU Board on 6/24/24 and Council on 8/6/24</li> <li>• SHARE Low Income Assistance Contract with CAP – RPU Board on 5/13/24 and Council on 6/11/24</li> </ul> <p>Monthly updates are provided as part of the General Manager's Reports.</p>

Action Items		Description	Status
c.	Develop long-term utility rate projections in conjunction with the Master Plan development and budget processes	Review of the Biennial budget, the Five-Year Capital Improvement Plan, internal services and project impact of various General Fund Transfer scenarios as developed by the City Council	<b>Ongoing.</b> Electric and Water 5-Year Rate Plans approved by the Board and City Council on August 28, 2023 and September 19, 2023, respectively. The annual rate plan updates were provided to the Board as a discussion on April 22, 2024 and to the City Council as a consent item on May 7, 2024.
d.	Reserve and Fiscal Policy Review	As required by each individual Policy	<b>Completed.</b> The Reserve and Fiscal Policy were presented and approved by the Board on June 24, 2024 and by the Council on August 8, 2024.

2025 Annual Workplan

The process for the development and approval of the 2025 Annual Workplan has followed the anticipated timeline shown here:

1. **Early January:** Board workshop to identify topics of interest or action items members would like to undertake during the next workplan period. The 2025 Workplan will cover March 2025 through February 2026. *\*\*Completed January 13, 2025.\*\**
2. **Late January:** Submit the Board’s recommendations to the City Manager’s Office for review and comment on items and alignment with City priorities. *\*\*Completed January 27, 2025.\*\**
3. **February:** Presentation of the Board’s 2025 Workplan to the Mobility and Infrastructure Committee. Any comments from Council members on the Committee will be provided to the Board to determine if any changes are needed to the Board’s work plan. *\*\*Completed February 13, 2025.\*\**
4. **March:** Board consideration of a final recommended 2025 Workplan. *\*\* Current Action Item*
5. **Implementation** will occur over the next year.

The following Action Items were approved by the Board (January 27, 2025) the Mobility and Infrastructure Committee (February 13, 2025). As part of the discussion, the Board specifically requested that timelines be added to specific requested topics where appropriate.

**Board of Public Utilities’ 2025 Annual Workplan**

**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 related 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.**

### Anticipated Timeline for Work Plan items:

The Board requested timing for presentations of various items for discussion. A full list of the tentative timelines for recurring items and topics requested for discussion is attached. These tentative timelines will be included as a monthly General Manager's report throughout the year.

A mid-year update of the status of each item in the 2025 Annual Workplan will be presented in September 2025.

### **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.

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Certified as to  
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Attachment(s):

1. City Charter Article 12
2. Master Calendar RPU Board Recurring and Annual Items 2025
3. Presentation