



RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: FEBRUARY 9, 2026

SUBJECT: BOARD OF PUBLIC UTILITIES 2025 ANNUAL WORKPLAN – FINAL 2025 UPDATE AND 2026 ANNUAL WORKPLAN RECOMMENDATIONS

ISSUE:

Consider receiving and filing the 2025 Annual Board of Public Utilities Workplan – Final Update. Consider recommending that staff provide the Board Chair and/or Vice-Chair with action items to present the 2026 Annual Workplan to the Mobility and Infrastructure Committee and return to the Board with the Committee's action.

RECOMMENDATIONS:

That the Board of Public Utilities:

1. Receive and file the Board's 2025 Annual Work Plan – Final Update;
2. Discuss and approve items for the Board of Public Utilities 2026 Annual Workplan;
3. Present the Board of Public Utilities 2026 Annual Workplan to the Mobility and Infrastructure Committee; and
4. Request staff to return to the Board at a future date with the Mobility and Infrastructure Committee's action and consideration of the adoption of the final 2026 Annual Work Plan.

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. 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 2026 and conclude in February 2027. Per Resolution 23976, the Board of Public Utilities (Board) is under the purview of the Mobility and Infrastructure Committee.

DISCUSSION:

On January 13, 2025, the Board conducted a workshop to discuss the 2025 Annual Workplan (Workplan) and provided direction to staff regarding the Workplan. At the meeting, the Board

discussed the items to include in the 2025 Workplan and provided direction to staff to prepare a final version for consideration.

The following Action Items were approved by the Board (January 27, 2025) to be included in the 2025 Workplan and presented to the Mobility and Infrastructure Committee for review on February 13, 2025. As part of the discussion, the Board specifically requested that timelines be added to specific requested topics where appropriate. The timeline for discussion of requested topics was updated regularly and provided to the Board monthly in the Master Calendar Riverside Public Utilities (RPU) Board Recurring and Annual Items 2025. Most of the approved 2025 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 2026.

Action Items		Description	Status
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 schedule of requested items contained within the meeting minutes and regularly scheduled items.		
a.	Review of Board Standing Rules	Review of Board Specific Policies A-C	Anticipated to be completed February 2026. Future review in 2028.
b.	Review of the Board Policy Guide	Review of current Board Policies	Anticipated to be completed February 2026. Future review in 2028.
c.	Review of Purchasing policies and Board authority	Receive an overview of current purchasing policies and the authority the Board has with this process	Pending to allow the City Purchasing Division to finalize revisions to the purchasing process. Item is recommended for 2026 Annual Work Plan.
d.	Proposition 218	Overview of the requirements and impacts on California's Proposition 218 – Right to Vote on Taxes Act	Pending. Staff will coordinate with the City Attorney's Office to provide this report. Item is recommended for 2026 Annual Work Plan.
e.	Board Training	Develop structured practice for Board Education and awareness of utility policy and operational matters.	Ongoing. 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 recommended for 2026 Annual Work Plan
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.		
a.	2025 Legislative Policy Engagement	Receive quarterly verbal updates from staff with an annual summary of the legislative session.	Ongoing. RPU staff provided a mid-session review in July 2025 and a year-end review of 2025 legislation in January 2026. Item is recommended for 2026 Annual Work Plan and will include updates through the legislative session.

Action Items		Description	Status
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.			
a.	Biannual RPU Budget, 5-year CIP projects and KPI's for internal services		Ongoing. Item is recommended for 2026 Annual Work Plan.
4 Remain engaged and develop advisory reports, as needed, on major utilities' projects and activities.			
a.	Major Projects RPU is undertaking	Annual projects that are underway or anticipated that will have a significant impact on the utilities and its customers.	Ongoing. Item is recommended for 2026 Annual Work Plan.
5. Enhance community engagement and align with the City's Community Engagement Policy.			
a.	Citywide Community Engagement Policy	Outreach efforts in 2025	Ongoing. Item is recommended for 2026 Annual Work Plan

The process for the development and approval of the 2026 Annual Work Plan will follow the anticipated timeline shown here:

1. **Early February:** Board presentation to receive and file the Board Work Plan for 2025. Identify topics of interest or action items members would like to undertake during the next workplan period. The 2026 Workplan will cover March 2026 through February 2027.
2. **Early March:** Presentation of the Board's 2026 Workplan to the Mobility and Infrastructure Committee by the Board Chair and/or Vice-Chair. 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.
3. **Late March/early April:** Board consideration of the final recommended 2026 Workplan
4. **Implementation will occur over the next year**

The following Action Items are being offered by staff to be included in the 2026 Workplan and will be presented to the Mobility and Infrastructure Committee for review. The timeline for discussion of requested topics will be updated regularly and provided to the Board.

Board of Public Utilities' 2026 Annual Workplan

Action Item 1 (Modifications recommended by staff)

- **Develop an awareness of utility policy and operational matters through reviewing Board duties, administration, and engagement. Key topics will be scheduled in advance and shared identified as part of the documents prepared for Action Item 3.**
 - CONTINUED: Review of purchasing policies and Board authority

- CONTINUED: Overview of the requirements and impacts of California's Proposition 218.
- CONTINUED: Continue practice of providing educational opportunities related for the Board including facility tours and continued opportunities for the Board to engage with RPU staff.
- NEW ITEM: Review and discuss RPU's Mission, Vision, and Values that are part of the Board Standing Rules.

Action Item 2 (No changes recommended by staff)

- **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 (No changes recommended by staff)

- **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 (No changes recommended by staff)

- **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 (No changes recommended by staff)

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

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney

Attachments: Presentation