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CITY OF WEST SACRAMENTO
REGULAR MEETING OF THE TRANSPORTATION, MOBILITY, & INFRASTRUCTURE COMMISSION
MAY 1, 2023, AGENDA

Valerie Zimmer, Acting Chair

Cody Sears, Commissioner
Yen Nguyen, Commissioner
Waris Banks, Commissioner
Sarah Zuniga, Commissioner
Alex McCreddin, Commissioner
Abteen Kashkouli, Commissioner
Matthias Hess, Alternate Member

Andrea Ouse, Director of Community Development
Jason McCoy, Supervising Transportation Planner

6:00 PM Call to Order/Roll Call
Land Acknowledgment
Pledge of Allegiance

Anyone wishing to address the Commission should fill out the Request to Speak form and present it to the Clerk.

If you need special assistance to participate in this meeting, please contact the City Clerk's Office, 617-4500. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting. Assisted listening devices are available at this meeting.

GENERAL ADMINISTRATION FUNCTION – PART I

1. **SWEARING IN OF TRANSPORTATION, MOBILITY & INFRASTRUCTURE COMMISSION MEMBERS**

2. **ELECTION OF TRANSPORTATION, MOBILITY & INFRASTRUCTURE COMMISSION CHAIR AND VICE-CHAIR FOR 2023**

3. PRESENTATIONS BY THE PUBLIC ON MATTERS NOT ON THE AGENDA WITHIN THE JURISDICTION OF THE COMMISSION. THE COMMISSION IS PROHIBITED BY LAW FROM DISCUSSING ISSUES NOT ON THE AGENDA BROUGHT TO THEM AT THIS TIME.

4. **DISCLOSURE OF EX PARTE COMMUNICATIONS**
Disclosure of any communications on agenda items received by Transportation, Mobility, & Infrastructure Commissioners

PRESENTATIONS

NONE

CONSENT AGENDA

5. CONSIDERATION OF APPROVAL OF THE FEBRUARY 6, 2023 **TRANSPORTATION, MOBILITY, & INFRASTRUCTURE COMMISSION** (NORWOOD)

REGULAR AGENDA

6. **PRESENTATION ON PROPOSED ELECTRIC VEHICLE CHARGING FEES IN THE CITY BOOK OF FEES FOR CITY COUNCIL CONSIDERATION (CHHAN)**

Objective: This item is to facilitate Transportation, Mobility & Infrastructure Commission consideration of proposed fees for electric vehicles at City-owned electric vehicle supply equipment.

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Recommendation: Staff respectfully requests that the Transportation, Mobility & Infrastructure Commission recommend City Council adopt staff's proposed fees for electric vehicles at City-owned electric vehicle supply equipment.

GENERAL ADMINISTRATION FUNCTION – PART II

7. A. Commission Calendar
   B. Director's Report
   C. Future Item Requests within the scope of the Transportation, Mobility & Infrastructure Commission.
   D. Adjourn

The meeting will be held at City Hall, 1110 West Capitol Ave., West Sacramento, CA.

I, Shawn Norwood, Clerk of the Transportation, Mobility & Infrastructure Commission, declare under penalty of perjury that the foregoing agenda for the May 1, 2023, meeting of the Transportation, Mobility & Infrastructure Commission was posted on April 28, 2023, in the office of the City Clerk, 1110 West Capitol Avenue, West Sacramento, CA, and was available for public review.

DocuSigned by:
Shawn Norwood

Shawn Norwood, Clerk of the Transportation, Mobility & Infrastructure Commission

All public materials related to an item on this agenda submitted to the Port Commission after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 1110 West Capitol Avenue during normal business hours. Any document provided at the meeting by staff will also be available to the public. Any document provided at the meeting by the public will be available the next business day following the meeting.

Commission meetings are broadcast live on AT&T Channel 99 and Wave Cable Channel 20. This meeting will be repeated the following day at 12:00 pm and the following Sunday at 3:00 pm. The agenda and agenda reports are also available on the City's website at www.cityofwestsacramento.org.

SPECIAL MEETING OF THE
CITY OF WEST SACRAMENTO
TRANSPORTATION, MOBILITY & INFRASTRUCTURE COMMISSION
February 6, 2023
Minutes

The special meeting was called to order at 6:00 PM in the Council Chambers, 1110 West Capitol Avenue, West Sacramento, California. Commissioners Kashkouli and McCreddin was absent. Alternate Commissioner Hastain was not available. Chairperson Zimmer presided.

The Pledge of Allegiance was led by

GENERAL ADMINISTRATION FUNCTION – PART I

Heard the General Administration Function – Part I as follows:

1. Presentations by the public on matters not on the agenda within the jurisdiction of the Commission

2. Disclosure of Ex Parte Communications

CONSENT AGENDA

Acted on the Consent Agenda as follows:

3. Approved the Minutes of the May 2, 2022, meeting of the Transportation, Mobility & Infrastructure Commission.

MOTION: SECOND: AYES:

ABSENT: Kashkouli, McCreddin

REGULAR AGENDA

Heard the General Administration Function – Part II as follows:

4. Heard a staff presentation from Assistant Engineer Joanna Ortiz. Opened a public hearing for Commission's reception of staff's update on the Sacramento Avenue Complete Streets Corridor Improvement Plan project.

The Commission provided commentary and feedback to staff.

5. Heard an update on the Sacramento Avenue Complete Streets Corridor Improvement Plan from Assistant Transportation Planner Steven Rosen. Opened a public hearing to provide information to the Transportation, Infrastructure & Mobility Commission on the Sacramento Avenue Complete Streets Corridor Improvement Plan.

The Commission provided commentary and feedback to staff.

6. Heard a staff presentation from Senior Transportation Planner Stephanie Chhan. Opened a public hearing to provide an update to and seek feedback from the Transportation, Mobility, and Infrastructure (TMI) Commission on the West Sacramento Sidewalks and Transportation Equity Program.

The Commission provided commentary and feedback to staff.

The meeting adjourned at 7:42 p.m.

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Commission Clerk

Minutes approved as presented by a majority vote of the Commission on May 1, 2023.

Shawn Norwood, Commission Clerk

TRANSPORTATION, MOBILITY & INFRASTRUCTURE COMMISSION **AGENDA REPORT**

MEETING DATE: May 1, 2023 **ITEM # 6**

SUBJECT:

PRESENTATION ON PROPOSED ELECTRIC VEHICLE CHARGING FEES IN THE CITY BOOK OF FEES FOR CITY COUNCIL CONSIDERATION

INITIATED OR REQUESTED BY:

[ ] Board [X] Staff

[ ] Other

REPORT COORDINATED OR PREPARED BY:

Stephanie Chhan, Senior Transportation Planner
Community Development Department

Larry Lee, Parking Manager
Economic Development & Housing Department

ATTACHMENT [X] Yes [ ] No [ ] Information [X] Direction [ ] Action

OBJECTIVE

The objective of this report is to facilitate Transportation, Mobility & Infrastructure Commission consideration of proposed fees for electric vehicles at City-owned electric vehicle supply equipment.

RECOMMENDED ACTION

Staff respectfully requests that the Transportation, Mobility & Infrastructure Commission recommend City Council adopt staff's proposed fees for electric vehicles at City-owned electric vehicle supply equipment.

BACKGROUND

In 2013, the City of West Sacramento (City) installed its first electric vehicle (EV) charging station at City Hall. Currently, the City operates one dual-port Level 2 (L2) EV charging station at City Hall and two L2 stations at the Bridge District parking lot. In an effort to support widespread adoption of EVs and reduce Greenhouse Gas (GHG) emissions locally, the City made EV charging stations publicly accessible and free of charge. From January 1, 2014, through December 31, 2022, the City has supported:

- 31,694 sessions
- 372,045 Kilowatt-hour (kWh)
- 2 hour 52 minutes average active charging
- 1 hour 11 minutes average overstay (vehicles remained plugged in after completing charge)
- 538 unique drivers in 2022

By supplying 372,045 kWh for EV chargers between 2014 to 2022, staff estimates the City has spent $85,000 on electricity for EV charging from the city's General Support Services Fund (Fund 104).

In December 2018, the Sacramento Area Council of Governments (SACOG) Board of Directors authorized the award of a Green Region grant in the amount of $2,665,000 to the City of West Sacramento's Plug-in Partnership (PiP) Program. The PiP Program supports increased adoption and use of zero emission vehicles through the citywide installation of EV charging stations, including collaboration with local fleet-operating stakeholders, and installation of medium- and heavy-duty freight and electrified transit vehicle accessible charging stations. The grant required 11.47% local match met through in-kind donations of labor and equipment with the City's primary partner in the submitted grant application, ChargePoint Inc.

Through the PiP Program, City staff have worked with engineering firm Kimley-Horn to design for the installation of 10 single port L2, 26 dual port L2, and 12 single port Direct Current Fast Charging (DCFC) EV ChargePoint charging stations at 12 sites across the city. A breakdown of the EV charging equipment at each site is included as Attachment 1. Once completed, with the exception of the Police Station (funded through a Clean Air Funds grant by the Yolo Solano Air Quality Management District), all sites will be available to the general public. The City Council approved the purchase of the equipment and the first 5 years of vendor provided maintenance and network subscription costs with Rexel Energy Solutions (ChargePoint's third party

supplier) on July 20, 2022. The City Council also approved a construction contract with Quantum Energy Services & Technology, Inc. on February 15, 2023, and the contractor began installation in mid-April 2023.

ANALYSIS

While the City wishes to continue supporting resident adoption of EVs in furtherance of the City's climate and equity goals, the growth of EV ownership throughout California coupled with the large number of chargers to be installed in West Sacramento makes it impractical for the City to continue subsidizing the cost of electricity for EV charging. Staff is therefore proposing the City Council adopt EV charging fees to partially cover the cost of electricity, long-term maintenance, and management of Electric Vehicle Supply Equipment (EVSE) citywide. The intended outcome for the pricing structure is to not only recover the costs of the EVSE, but also reduce the occurrence of overstays and increase EV space turnover through a penalty or escalation fee after an established time frame. Per California Government Code Sections 66016-66018, the City may impose a charge for specific government services or products provided directly to the feepayer that is not provided to non-payers. The amount of the fee may not exceed the reasonable costs to the local government of providing the service or product. Since the City was awarded a grant to install EVSE and provide for the first five years of ChargePoint maintenance and network costs, the costs for the City to provide EV chargers to the public includes the cost of electricity, operations, maintenance, equipment replacement, and program administration.

Staff has calculated that City costs will exceed what the market will bear. Pacific, Gas, & Electric (PG&E electricity rates are substantially higher than the rates at Sacramento Municipal Utility District. PG&E can also cause substantial delays in getting EVSE energized. Additionally, some private and commercial businesses provide free or subsidized EV charging as an incentive to draw in customers (Maverik, Dutch Bros, etc.). More EVSE will also be installed by private development as the City's zoning code requires one EV charger for every five parking spaces. Staff does not recommend full cost recovery at this time as it would make the cost to charge too high, not be competitive, and could result in low usage. Attachment 2 provides a survey of EV charging rates at surrounding publicly accessible EV charging stations. City staff recommends imposing an EV charging fee for the City's publicly accessible EV chargers to meet the following goals:

- Recover electricity costs;
- Recover operating costs (ChargePoint Cloud and ChargePoint 10% ChargePoint network transaction processing fee);
- Recover maintenance costs (ChargePoint Assure – warranty maintenance);
- Provide funding for EVSE replacement costs at 10-year useful life;
- Recover costs for fees to design and install EVSE; and
- Recover costs for staff time (0.50 Full Time Employee [FTE]) to manage and maintain the system.

Staff has developed five pilot EV charging fee scenarios for comparison as detailed in Attachment 3. Based on the cost study conducted, cost recovery for operations, maintenance, program administration, site leasing, and replacement equipment is up to $1.06 per kWh for L2 charging stations if each of the L2 stations average one 3-hr charging session a day, and up to $1.84 per kWh for DCFC stations if each of the DCFC stations average one 0.50-hr charging session a day. Given that adoption of EVs in California in 2022 was just over 9%, up from 7.84% in 2021, there is still a significant amount of growth in EV adoption anticipated in the next decade. It is possible that the City's charging stations could average less than one session a day until the availability of EVSE in West Sacramento is recognized. Electricity costs are variable costs that fluctuate with more charging sessions, whereas operating, maintenance, program administration, and equipment replacement costs are fixed costs. As shown in Attachment 3, more daily sessions will distribute the estimated fixed costs amongst more drivers and allow for a lower charging fee. Staff estimates that the City needs to set fees to a net recovery of approximately $430 per day ($157,000 annually) for L2 stations and $486 per day ($178,000 annually) for DCFC stations to support the costs of the EV charging program as identified above. The proposed fee implemented by approval of Resolution 23-30 (Attachment 4), sets a fee to partially recover electricity, operation, maintenance, and program administration costs.

High fees that significantly exceed nearby EV charging fees in Sacramento may result in lower demand of West Sacramento EV chargers, incentivizing locals to drive further into Sacramento to charge vehicles and increasing Vehicle Miles Traveled (VMT). Furthermore, staff anticipates there will likely be a period before use of the new EV charging facilities (especially in the disadvantaged communities where EV ownership is less prevalent) become regular occurrences.

Staff recommends Scenario 3: City Subsidizes Fee to Probable Market Tolerable Rate for a two-year pilot term. This fee structure will set the EV charging fees at a competitive market rate while staff monitors the usage of the program during the pilot term. Staff recommends and has developed the charging fee scenarios to recover all costs by kWh rather than by time/session. Charging speeds vary from vehicle to vehicle and some EV batteries may charge at different rates depending on how full the battery is. Research has found that per-minute billing is not equitable for slower charging EV models and unintentionally benefits faster charging EV models.

Staff recommended Scenario 3 proposes the following competitive flat kWh rate applied evenly throughout the day:

- Level 2: up to $0.35 kWh
  - 3 hour charging time limit at Lighthouse Charter School
  - 4 hour charging time limit at all other sites
- DCFC: up to $0.45 kWh
  - 1 hour charging time limit

Staff recommends the following two-year pilot fee and operation model:

- 24/7 access to public EV charging stations;
- No free EV charging;
- Penalty Fee to ensure turnover at the charging stations
  - After 10-minute grace period when vehicle is fully charged or after the charging time limit, whichever comes first, an overstay fee of $0.50 per minute (maximum of $300 total for L2; $500 total for DCFC)

Based on the above fee policy, staff anticipates a revenue of $.085 kWh for L2 and $0.175 kWh for DCFC after accounting for PG&E electricity costs and ChargePoint's 10% transaction fee. This would be approximately $18,000 annually across all L2 chargers if each of the L2 stations average one 3-hr charging session a day and approximately $21,000 annually across all DCFC chargers if each of the DCFC stations average one 0.5-hr charging session a day. With more charging sessions, the City will have a higher revenue stream to apply toward cost recovery.

The following situation describes the fees a Chevy Bolt EUV driver would encounter if they were interested in charging their vehicle at a City-owned EV charging station. Typically, a Chevy Bolt EUV's battery capacity is 65 kWh, which can support approximately 247 miles. Suppose the driver's battery is currently at 30 kWh, and they would like to charge their vehicle. Note: EV charging is not 100% efficient and numbers may vary from this example. The summary below provides a potential breakdown of the cost:

- <u>Level 2 Charging Station:</u>
  - To charge at a City-operated L2 station would cost the driver $9.10 for approximately 26 kWh over 4 hours for 99 miles of range.
  - At the 4-hour mark, the charger will end the session and stop charging the vehicle.
  - After the 4-hour mark, the vehicle will begin to incur a $0.50 per minute overstay fee until the vehicle is unplugged. The total maximum a person may be charged, inclusive of charging, is $300.
- <u>DCFC Station:</u>
  - To charge at a City-operated DCFC station would cost the driver $15.75 for approximately 35 kWh over 37 minutes for 133 miles of range.

- After a 10-minute grace period when the battery is fully charged, the vehicle will begin to incur a $0.50 per minute overstay fee until the vehicle is unplugged. The total maximum a person may be charged, inclusive of charging, is $500.

Users will be able to access the 72 new EV charging stations the same way users currently access the City's existing EV chargers today, by signing up for a free ChargePoint account, linking a phone number and payment card, and initiating a charging session using either a free ChargePoint card or the free mobile app. The EV charging stations and mobile app will display the City's fees and relevant messages.

EV Charging Overstay Fee

Over the past few years, the City has seen higher utilization of the stations and an increase in EV owners as the market shifts toward electric modes of transportation. Due to this high use, the City has received reports from staff and residents indicating the difficulty finding an open, designated space to charge their EV. The main problem is many EVs are not being moved from a charging space once fully charged. This creates frustrations for other drivers that need the stations and can discourage EV use and purchase when stations are not available due to slow space turnover.

A pricing structure will help with turnover of public EV charging stations. Staff proposes a $0.50 per minute overstay penalty fee with a 10-minute grace period or after the charging time limit, whichever comes first. Under Proposition 26, most fees imposed by the City may not exceed the reasonable costs of providing the service or product. In other words, the City is not permitted to make a profit from the fee. However, Proposition 26 does not apply to penalties. Staff has worked with the city attorney to develop a fee structure that complies with Proposition 26. To maximize usage and availability, staff recommends a fee for overstays (when a vehicle is parked after charging maximum charging time or remains plugged into the EV charging equipment after charging is completed).

Overstay fees are a common industry best practice and can be highly effective at maximizing EV charger usage and opening a charger to the next user needing to charge. Most electric vehicles will display the estimated time required to charge, enabling users to plan their return before charging ends and avoid an overstay fee. Most electric vehicle manufacturers also provide a mobile app where users can track and manage their EV charging in real-time. Additionally, users can be notified by ChargePoint via text, app notification, and email when their vehicle is done charging. Staff will explore allowing users the ability to contest the fee under very limited extenuating circumstances or with documented evidence that a vehicle was not in violation of the policy, but recommends strict conformance with the proposed policy to maintain equitable access to EV chargers and efficiency of the EV charging network. Staff will coordinate with ChargePoint who already facilitates these disputes for other station owners.

Funding collected from these penalty fees will also be used to support enforcement, including staff time for program administration. Should the penalty fees collected fully support staff time, the penalty fees can be used to support the next year's program administration costs or for future maintenance, operations, replacement costs; an EV Charging Equity Program; or activities/programs to expand EV adoption, at the City Council's discretion.

As previously mentioned, the EV charging rates will apply to all sites. Lighthouse Charter School EV charging stalls will be restricted to school staff between the hours of 7:00 AM to 4:00 PM on weekdays, four of the City Hall EV charging stalls will be restricted to City employees between the hours of 8:00 AM to 5:00 PM on weekdays, and the Police Station is restricted as it is funded through a Clean Air Fund grant.

Because the City will make 72 new EV charging station ports available to the public and EV charging patterns are difficult to estimate given the region's supply of public EV chargers, staff will evaluate usage data to identify opportunities to maximize cost recovery and manage demand. Staff will return to Council with an updated EV charging fee structure should there be changes needed for reasons such as, but not limited to, better maximize cost recovery, manage demand, reflect updated energy and maintenance costs, inflation, and/or manage other

unforeseen issues. Establishment of this fee requires that the City Council hold a public hearing prior to considering the Recommended Action. Resolution 23-30 will adopt Electric Vehicle Charging Fees in the Book of Fees and will be effective 60 days from adoption.

EV Charging Equity Program
Equity-based programs like tax rebates and credits have been implemented at the federal and state level to help remove financial obstacles to purchasing electric vehicles. While it is unrealistic for the City to replicate the scope or impact of these programs, the City could explore ways to offer greater accessibility to EV chargers in disadvantaged areas or possibly discounted charging rates on an income-qualified basis. Several considerations will need to be evaluated to develop such a program, including the resources required for program administration, software capabilities of the EV infrastructure, funding limitations, and eligibility criteria. Staff will return to City Council with a proposed EV Charging Equity Program for consideration, including an allocation of $65,000 in the upcoming two-year budget to support the potential program.

Employee EV Charging Program
In order to facilitate the City's climate change goals and encourage EV adoption, as identified in the City's General Plan, the Mayors' Commission on Climate Change, the upcoming Climate Action Plan, staff also recommends that the City Council approve an employee EV charging program for City employees' personal vehicles. The City's Electric Vehicle Workplace Charging Program is intended to encourage and support the use of an EV for employees as an alternative to internal combustion engines. City staff recommends a monthly flat fee of $5 for employees to join the Electric Vehicle Workplace Charging Program. Employees who join the program can charge their vehicles at one of the City-owned chargers without an additional cost. The monthly fee will be used to offset electricity costs from employee EV charging. City staff will still be subject to overstay fees to maintain efficiency of the EV charging network.

Environmental Considerations
This action is not a project subject to CEQA because it involves the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by public agencies which the public agency finds are for the purpose of meeting operating expenses; and the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment (California Pub. Res. Code section 21080; CEQA Guidelines sections 15378).

Strategic Plan Integration
Approving Resolution 23-30 supports the 2022 strategic plan goals of "Climate & Energy" and "Mobility and Connectivity" and directly implements the goals, strategies and tactics set forth by: 2040 General Plan, Mayors' Commission on Climate Change, Mobility Action Plan, and forthcoming Climate Action Plan. This work is critical to supporting the City's ambitious goals of reducing greenhouse gas emissions contributing to climate change and making EV ownership more accessible and convenient for West Sacramento residents. The City selected priority locations based on electrical capacity, ease of development, distribution across the City, alignment with upcoming Mobility Hub locations identified in the Mobility Action Plan, and equity in supply charging stations that will support workplace and multifamily locations in the City's disadvantaged communities.

Alternatives
Staff recommends that the Commission provide feedback on the proposed Electric Vehicle Charging Fees. Alternatively, the Commission could decline to hear the presentation or decline to provide feedback. Staff does not recommend these alternatives as staff is providing an opportunity for the Commission to provide input on the Electric Vehicle Charging Fees proposed for City-owned EV charging stations.

Coordination and Review
This proposed fee was coordinated with the City Attorney's office, Community Development, Parks and Recreation, Capital Projects, Economic Development and Housing, and Finance Departments.

Budget/Cost Impact

Based on the above fee policy, staff anticipates a revenue of $.085 kWh for L2 and $0.175 kWh for DCFC after accounting for PG&E electricity costs and ChargePoint's 10% transaction fee. This would be approximately $18,000 annually across all L2 chargers if each of the L2 stations average one 3-hr charging session a day and approximately $21,000 annually across all DCFC chargers if each of the DCFC stations average one 0.5-hr charging session a day. With more charging sessions, the City will have a higher revenue stream to apply toward cost recovery.

Staff has included an allocation of $131,000 for the 2-year pilot fee term - $65,000 for an EV Charging Equity Program and $66,000 to support costs of the EV charging program should cost recovery from the fee policy be lower than anticipated and supplemental funding is needed for unexpected costs – as part of the budget to be presented to City Council in late May 2023. Staff will return to City Council for consideration of an EV Charging Equity Program framework and implementation details and launch the program shortly thereafter. Staff will utilize the remaining funding from the Green Region grant, if approved by SACOG, for an Equity Program or for operations, maintenance, replacement, and program oversight of the EV charging program.

Staff has also submitted a decision package for a new position in the Economic Development & Housing Department as part of the budget process to support the EV charging program (0.50 FTE) and growing parking management needs in the City (0.50 FTE). A 0.50 FTE for the EV charging program is proposed to manage the operations and maintenance contracts; pay PG&E bills and ChargePoint fees; track and analyze the fee policy; develop and manage an EV Charging Equity Program; respond to penalty fee issues and appeals; and manage the City's Employee EV Charging Program. Overstay fees collected from the EV charging program will be used to support an estimated 0.50 FTE for the program administration of the EV charging program for the new position. Should the penalty fees collected fully support the 0.50 FTE staff time, the penalty fees can be used to support the next year's program administration costs or for future maintenance, operations, replacement costs; an EV Charging Equity Program, or City Council adopted activities/programs to expand EV adoption. It is important to note that should the new position not be approved as part of the budget process, operations, maintenance and implementation of the fees and programs proposed here will either not be possible or be very difficult as there is currently insufficient staff capacity to take on this additional workload.

It is possible with more charging sessions and/or with overstay fees, the EV charging program may see sufficient cost recovery without additional subsidy. Funding will be evaluated regularly, and annual allocations may be reduced or reallocated to the next year if sufficient funding is recovered from the EV chargers. Staff will reevaluate the proposed electric vehicle charging pilot fee policy and will return to Council should the fee need to be adjusted. The fee policy may further be updated should there be changes needed for reasons such as, but not limited to, better maximize cost recovery; manage demand; reflect updated energy costs, maintenance costs, and inflation; and/or manage other unforeseen issues.

ATTACHMENTS

1. EV Charging Stations by Site
2. Nearby Electric Vehicle Charging Fees
3. Pilot EV Charging Fee Policy Scenarios
4. Resolution 23-30

Attachment 1

City of West Sacramento - Electric Vehicle Charging Equipment by Site

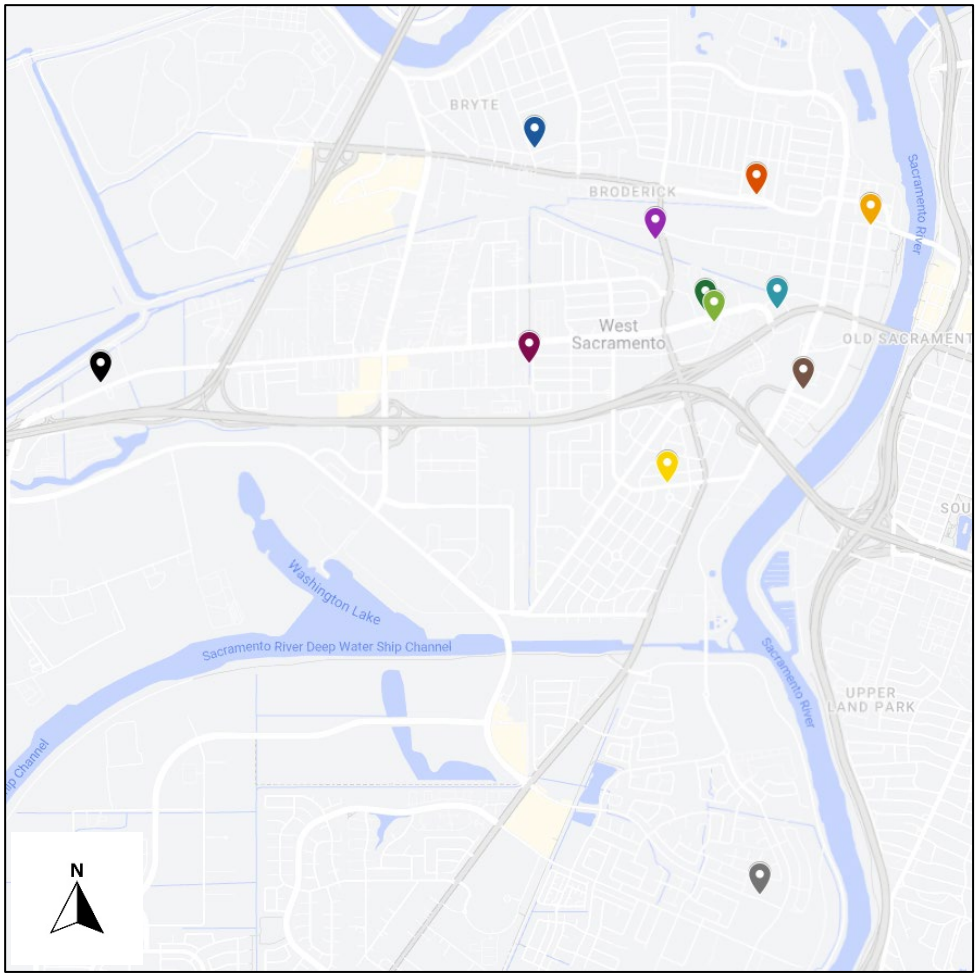
Location	EV Charging Equipment to be Installed	Parking Stalls with EV Charging
City Hall[1]	7 CT4000 L2 Dual Port (inclusive of replacement of two existing) 1 CT4000 L2 Single Port	13 Standard (*3 existing)* 1 Standard Accessible (*existing)* 1 Van Accessible
Heritage Oaks Park	1 CT4000 L2 Dual Port	1 Standard 1 Van Accessible
Police Station[2]	1 CT4000 L2 Dual Port	2 Standard
New Corporation Yard	6 CT4000 L2 Dual Port 2 CPE250 DCFC Single Port	11 Standard (10 L2 and 1 DCFC) 1 Standard Accessible (1 L2) 2 Van Accessible (1 L2 and 1 DCFC)
Joey Lopes Park	4 CT4000 L2 Dual Port 2 CT4000 L2 Single Port	8 Standard 1 Van Accessible 1 Standard Accessible
Bridge Street Parking Lot	2 CPE250 DCFC Single Port	1 Standard 1 Van Accessible *4 existing Standard Accessible stalls with L2 ports (equipment not to be replaced)*
Community Center	4 CT4000 L2 Dual Port 2 CT4000 L2 Single Port	8 Standard 1 Van Accessible 1 Standard Accessible
Lighthouse Charter School	1 CT4000 L2 Dual Port 1 CT4000 L2 Single Port	2 Standard 1 Van Accessible
15th and Alabama Parking Lot	2 CT4000 L2 Single Port 2 CPE250 DCFC Single Port	2 Standard (1 L2 and 1 DCFC) 2 Van Accessible (1 L2 and 1 DCFC)
3rd Street and D Street Curbside	4 CPE250 DCFC Single Port	3 Standard 1 Van Accessible
7th Street and Tower Bridge Gateway Parking Lot	2 CT4000 L2 Dual Port 2 CT4000 L2 Single Port	4 Standard 1 Van Accessible 1 Standard Accessible
Elkhorn Plaza Curbside	2 CPE250 Single Port	1 Standard 1 Van Accessible
Total	**26 CT4000 L2 Dual Port** **10 CT4000 L2 Single Port** **12 CPE250 DCFC Single Port**	**56 Standard** **5 Standard Accessible** **13 Van Accessible**

[1] One L2 at City Hall may be replaced with a Freewire DCFC charging station as a pilot. If this occurs, City may add the City Hall L2 to the Bridge Street Parking Lot.

[2] The Police Station installation will utilize funding from a Yolo-Solano Air Quality Management District (YSAQMD) Clean Air Fund grant awarded to the City in 2020 to meet demand from employees for EV charging that site. Staff has combined this effort with the PiP Program to realize cost savings for procurement of equipment, installation costs, and staff resources.

Attachment 1

City of West Sacramento - Electric Vehicle Charging Equipment by Site



Charging Locations

- Elkhorn Plaza
- 3rd & D St
- Alabama & 15th St
- City Hall
- Lighthouse Charter School
- Police Department
- Community Center
- TBG/CCP Parking Lot
- Heritage Oaks Park
- 5th St & Bridge Lot
- Joey Lopes Park
- Corp Yard

Nearby Electric Vehicle Charging Fees

Location	Charging Network	Charging Type	Fees
City of Sacramento - Select Garages	ChargePoint	L2	- Free EV Charging - Parking Fee Varies by Location but generally $1.50 each half hour with varying daily maximums (Capitol: 10th & L St; City Hall: 10th & I St., 11th & I St.; Tower Bridge: Front St. & Capitol Mall; Old Sacramento: 2nd & I St.; Memorial: 14th & H, 15th & I St.)
	Shell Recharge	DCFC	- $0.25 kWh + $0.35 access fee - Parking: $1 per 20 mins; $12 max (Sacramento Valley Station)
City of Winters Community Center and 1 St/Abbey St Parking Lot	Blink	L2	- $0.49 per kWh - Overstay fee: $2.50 per 30 minutes starting 30 minutes after fully charged - Parking: $0
City of Vacaville	Non-Network	L2	- Free EV Charging and parking
City of Woodland	Non-Network	L2	- Free EV Charging - Parking: $0; Free public parking lots at City Hall, Public Library, and Park and Ride
7-Eleven at 4010 Lake Road	ChargePoint	DCFC	- $0.46 per kWh - Overstay fee: $1.00 per minute starting 15 minutes after fully charged
Ikea at 700 Ikea Court	ChargePoint	L2	- $0.28 per kWh - Parking: $0
Maverick Gas Station at 3975 Lake Road	Non-network	L2	- Free EV Charging and parking
Ziggurat at 707 3rd Street	ChargePoint	L2	- $0.12 kWh - Parking: $1.00 per 20 minutes; maximum $15
Electrify America Network (Sites nearby include Riverpoint Marketplace, 16th/L St Parking Lot in Sacramento; Target on Riverside in Sacramento; Cannnery Parking Lot	Electrify America	L2	- Same per-KWh as DCFC OR $0.03 per min - Parking fee dependent on property owner
		DCFC	Pass Plus Member - $0.36 per kWh OR $0.15 per minute from 1-90 kW and $0.29 per minute from 90-350 kW - $4 monthly fee

Location	Charging Network	Charging Type	Fees
in Sacramento; Old Davis Road in Davis)			<u>Pass Member</u> - $0.48 per kWh OR $0.19 per minute from 1-90kW; $0.37 per minute from 91-350 kW - $0 monthly fee - Parking fee dependent on property owner
EVgo Network (Only DCFCs nearby. Sites nearby in Sacramento provide curbside EV charging include Southside Park, 22nd St, and 14th St)	EVgo	DCFC	<u>Pay as You Go</u> - $0.34-$0.61 per kWh* plus $0.99 activation fee - Optional reservation $3; $0/month membership fee <u>EVgo Basic</u> - $0.34-$0.61 per kWh* - Optional reservation $3; $0.99/month membership fee <u>EVgo Plus</u> - $0.25-$0.46 per kWh* - Free reservations; $6.99/month membership fee <u>EVgo PlusMax</u> - $0.22-$0.39 per kWh * - Free reservations; $12.99/month membership fee - *kWh rate vary by TOU and per plan. - Parking fee dependent on property owner

Electric Vehicle Charging Pilot Fee Policy Options

Scenario 1: Two Hour Free Charging for L2; Probable Market Tolerable Fees

- L2 fee set at 35 cents per kWh
  - 2-hr free charging
- DCFC fee set at 45 cents per kWh[1]
- In the conservative scenario, where each charging station only charges an average of 1 station per day[2], the City may need to allocate $35,000 for electricity and ChargePoint Fees and approximately $335,000 per year to support operations, maintenance, program administration, leasing, and replacement costs. With more vehicle sessions, the City will subsidize more electricity.

	Level 2 EV Charging Fee Scenarios			
Estimated Number of Sessions Per Day (for dual ports) assuming 3 hr charge	1	2	4	6
Estimate kWh fee to Recover Estimated Costs (Electricity after 2 hr, ChargePoint Cloud, Assure, Equipment Replacement, Staff Time, Construction, and Site Leasing)	$2.68	$1.47	$0.86	$0.66
Estimated kWh Subsidy of free 2-hr charging, Electricity, Operating, Maintenance, and Replacement after 35 cent per kWh fee	$2.33 + $32,662.12 for electricity	$1.12 + $65,324.23 for electricity	$0.51 + $130,648.46 for electricity	$0.31 + $195,972.70 for electricity
Estimated Annualized Subsidy of all L2 chargers	$198,441.17	$224,215.84	$275,765.18	$327,314.52

	DCFC EV Charging Fee Scenarios			
Estimated Number of Sessions Per Day assuming .5 hr charge	1	3	6	9
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, Equipment Replacement, and Staff Time, Construction)	$1.84	$0.78	$0.52	$0.43
Estimated kWh Subsidy of Electricity, Operating, Maintenance, and Replacement after 45 cent per kWh fee	$1.39	$0.33	$0.07	-[3]
Estimated Annualized Subsidy of all DCFC chargers	$170,877.91	$122,308.79	$49,455.11	-[3]

[1] Based on nearby DCFC charging fees and SMUD's lower electricity rate, staff estimates that 40 cents per kWh is a competitive DCFC charging fee.
[2] It is possible that a charging station may be used less (frequency and charging session) than assumed.
[3] The City will not need to subsidize the program and could possibly recover costs. Staff is uncertain whether charging frequency will reach the estimated number of sessions. Staff will return to City Council with an updated fee schedule to ensure that the fee does not exceed the reasonable costs of providing EV charging program.

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Scenario 2: All Reasonable Costs Passed on to the Driver

- L2 fee set at 39 cents per kWh
- DCFC fee set to 45 cents per kWh[4]
- In the conservative scenario where each charging station only charges an average of 1 session per day[5], the City may not need to allocate additional funding for electricity and ChargePoint Fees, but may need to allocate approximately $314,000 per year to support operations, maintenance, program administration, leasing, and replacement costs.

	Level 2 EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day (for dual ports) assuming 3 hr charge	1	2	4	6
Estimate kWh fee to Recover Estimated Costs (Electricity ChargePoint Cloud, Assure, Equipment Replacement, Staff Time, Construction, and Site Leasing)	$1.06	$0.66	$0.46	$0.39
Estimated kWh Subsidy of Electricity Operating, Maintenance, and Replacement after 39 cent per kWh fee	$0.67	$0.27	$0.07	-[6]
Estimated Annualized Subsidy of all L2 chargers	$143,483.61	$114,300.72	$55,934.93	-[5]

	DCFC EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day assuming .5 hr charge	1	3	6	9
Estimate kWh fee to Recover Estimated Costs (Electricity ChargePoint Cloud, Assure, Equipment Replacement, and Staff Time, Construction)	$1.84	$0.78	$0.52	$0.43
Estimated kWh Subsidy of Electricity, Operating, Maintenance, and Replacement after 45 cent per kWh fee	$1.39	$0.33	$0.07	-[5]
Estimated Annualized Subsidy of all DCFC chargers	$170,877.91	$122,308.79	$49,455.11	-[5]

[4] Based on nearby DCFC charging fees and SMUD's lower electricity rate, staff estimates that 40 cents per kWh is a competitive DCFC charging fee.
[5] It is possible that a charging station may be used less (frequency and charging session) than assumed.
[6] The City will not need to subsidize the program and could possibly recover costs. Staff is uncertain whether charging frequency will reach the estimated number of sessions. Staff will return to City Council with an updated fee schedule to ensure that the fee does not exceed the reasonable costs of providing EV charging program.

Scenario 3: City Subsidizes Fee to Probable Market Tolerable Rate

- L2 fee set at 35 cents per kWh
- DCFC fee set at 45 cents per kWh[7]
- In the conservative scenario, where each charging station only charges an average of 1 station per day[8], the City may not need to allocate additional funding for electricity and ChargePoint Fees, but may need to allocate approximately $322,000 per year to support operations, maintenance, program administration, leasing, and replacement costs.

	Level 2 EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day (for dual ports) assuming 3 hr charge	1	2	4	6
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, Equipment Replacement, Staff Time, Construction, and Site Leasing)	$1.06	$0.66	$0.46	$0.39
Estimated kWh Subsidy of Electricity, Operating, Maintenance, and Replacement after 35 cent per kWh fee	$0.71	$0.31	$0.11	$0.04
Estimated Annualized Subsidy of all L2 chargers	$152,004.16	$131,341.82	$90,017.14	$48,692.47

	DCFC EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day assuming .5 hr charge	1	3	6	9
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, Equipment Replacement, and Staff Time, Construction)	$1.84	$0.78	$0.52	$0.43
Estimated kWh Subsidy of Electricity, Operating, Maintenance, and Replacement after 45 cent per kWh fee	$1.39	$0.33	$0.07	-[9]
Estimated Annualized Subsidy of all DCFC chargers	$170,877.91	$122,308.79	$49,455.11	-[9]

[7] Based on nearby DCFC charging fees and SMUD's lower electricity rate, staff estimates that 45 cents per kWh is a competitive DCFC charging fee.

[8] It is possible that a charging station may be used less (frequency and charging session) than assumed.

[9] The City will not need to subsidize the program and could possibly recover costs. Staff is uncertain whether charging frequency will reach the estimated number of sessions. Staff will return to City Council with an updated fee schedule to ensure that the fee does not exceed the reasonable costs of providing EV charging program.

Scenario 4: Replacement Costs Funded by City, Other Costs Passed to Driver

- L2 fee set at 33 cents per kWh
- DCFC fee set at 31 cents per kWh[10]
- In the conservative scenario, where each charging station only charges an average of 1 station per day[11], the City may not need to allocate additional funding for electricity and ChargePoint fees, but will need to allocate approximately $128,000 per year to support operations, maintenance, program administration, and leasing costs.
- Without recovering funding from drivers to support replacement costs, City Council will need to allocate or find funding in the future new equipment. Staff estimates that the equipment, design, and construction cost for all chargers will be approximately $2,000,000. Staff will track and monitor the program – if revenue is higher than anticipated, the excess revenue will go toward replacement costs. Staff will monitor and evaluate the funding to ensure that revenue does not exceed all reasonable costs of the program.

	Level 2 EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day (for dual ports) assuming 3 hr charge	1	2	4	6
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, Staff Time, and Site Leasing)	$0.68	$0.47	$0.36	$0.33
Estimated kWh Subsidy of Electricity Operating and Maintenance, after 33 cent per kWh fee	$0.35	$0.14	$0.03	-[12]
Estimated Annualized Subsidy of all L2 chargers	$75,396.96	$58,994.90	$26,190.77	-[12]

	DCFC EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day assuming .5 hr charge	1	3	6	9
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, and Staff Time)	$0.74	$0.41	$0.33	$0.31
Estimated kWh Subsidy of Electricity Operating and Maintenance, after 31 cent per kWh fee	$0.43	$0.10	$0.02	-[12]
Estimated Annualized Subsidy of all DCFC chargers	$52,740.80	$38,687.80	$17,608.31	-[12]

[10] DCFC fee is lower than L2 fee because replacement costs are not proposed to be passed on to the driver. DCFCs have high capital costs - replacement costs were high in Scenario 1 thru 3, but not assumed to be passed to the driver in Scenario 4.

[11] It is possible that a charging station may be used less (frequency and charging session) than assumed.

[12] The City will not need to subsidize the program and could possibly recover costs. Staff is uncertain whether charging frequency will reach the estimated number of sessions. Staff will return to City Council with an updated fee schedule to ensure that the fee does not exceed the reasonable costs of providing EV charging program.

Scenario 5: Replacement Costs and Staff Time Funded by City, Other Costs Passed to Driver

- L2 fee set at 27 cents per kWh
- DCFC fee set at 29 cents per kWh[13]
- In the conservative scenario, where each charging station only charges an average of 1 station per day[14], the City will not need to allocate additional funding, for electricity and ChargePoint fees, but will need to allocate approximately $44,000 per year for operations, maintenance, and leasing costs.
- Without recovering funding from drivers to support replacement and program administration costs, City Council will need to allocate or find funding in the future new equipment and allocate funding for a new position. Staff estimates that the equipment, design, and construction cost for all chargers will be approximately $2,000,000. Additionally, City Council will need to identify funding for a 0.50 FTE staff.

	Level 2 EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day (for dual ports) assuming 3 hr charge	1	2	4	6
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, Assure, and Site Leasing)	$0.35	$0.30	$0.28	$0.27
Estimated kWh Subsidy of Electricity Operating and Maintenance, after 27 cent per kWh fee	$0.08	$0.03	$.01	-[15]
Estimated Annualized Subsidy of all L2 chargers	$16,677.79	$13,056.55	$5,814.08	-[15]

	DCFC EV Charging Fee Sessions Scenarios			
Estimated Number of Sessions Per Day assuming .5 hr charge	1	3	6	9
Estimate kWh fee to Recover Estimated Costs (Electricity, ChargePoint Cloud, and Assure)	$0.51	$0.34	$0.30	$0.28
Estimated kWh Subsidy of Electricity Operating and Maintenance, after 29 cent per kWh fee	$0.22	$0.05	$0.02	-[15]
Estimated Annualized Subsidy of all DCFC chargers	$26,606.23	$17,484.11	$3,800.94	-[15]

[13] DCFC fee is higher than L2 fee because replacement costs and staff time are not proposed to be passed on to the driver. Staff time was applied equally across all chargers and DCFCs have high capital costs.
[14] It is possible that a charging station may be used less (frequency and charging session) than assumed.
[15] The City will not need to subsidize the program and could possibly recover costs. Staff is uncertain whether charging frequency will reach the estimated number of sessions. Staff will return to City Council with an updated fee schedule to ensure that the fee does not exceed the reasonable costs of providing EV charging program.

RESOLUTION 23-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO AMENDING THE BOOK OF FEES TO ADOPT FEES FOR ELECTRIC VEHICLE CHARGING STATIONS WITHIN THE CITY OF WEST SACRAMENTO

WHEREAS, the City Council has the authority to establish fees or service charges which do not exceed the reasonable cost of enforcing regulatory activities or providing product or service; and

WHEREAS, the City Council has exercised this authority by adopting Resolution No. 89-128 establishing the City of West Sacramento Book of Fees; and

WHEREAS, this Book of Fees is amended from time to time to reflect changes in the cost of enforcing regulating activities or providing product or service; and

WHEREAS, the City has installed or will install electric vehicle charging stations and infrastructure within the city and desires to set rates to charge users of the electric vehicle charging stations; and

WHEREAS, the City Council wishes to amend the Book of Fees to adopt fees which will help recover actual costs; and

NOW, THEREFORE, BE IT RESOLVED, ORDERED, AND FOUND by the City Council of the City of West Sacramento that:

1. The various fee schedules attached as Exhibit A hereto and incorporated by reference herein are hereby adopted into the City of West Sacramento Book of Fees.

2. The City Council finds that as required by various government codes, it has held at least one public hearing at which oral or written presentations could be made, as a part of a regularly scheduled meeting, and that notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data of this matter is available, was noticed by publication two times over a period of ten days with at least five days intervening between dates of publication, in a newspaper of general circulation in the City; and a first class mailing was made to anyone filing a written request.

3. The City Council hereby finds, based on the information and documents prepared for and presented to the Council to support this action, that the rates, fees, charges and costs approved hereby are for the purpose of and necessary for (a) meeting operating expenses, including employee wage rates and fringe benefits, (b) purchasing or leasing supplies, equipment, or materials, (c) meeting financial reserve needs and requirements, and (d) obtaining funds for capital projects necessary to maintain and replace service within existing service areas and City boundaries.

4. The City Council finds that the fees specified by this Resolution do not exceed the cost of providing the product or service or the regulation for which the fee is levied.

5. The fees and charges adopted herein are to become effective on July 3, 2023 unless otherwise indicated on the fee schedule or provided for in California law.

PASSED AND ADOPTED by the West Sacramento City Council this 3rd day of May, 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Martha Guerreo, Mayor

ATTEST:

Jennifer Cusmir, City Clerk

CITY OF WEST SACRAMENTO

BOOK OF FEES

Description	Authority	Effective Date
Electric Vehicle Charging Station Fees	**Resolution 23-30**	**July 3, 2023**

City operated electric vehicle charging station public charging fees are as follows:

Station Type	Fee Amount	Overstay Penalty Fee*
Level 2 Charging Station	While Charging: up to $0.35 per kWh	While parked, not charging: $0.50 per minute (maximum of $300)
Direct Current Fast Charging Station	While Charging: up to $0.45 per kWh	While parked, not charging: $0.50 per minute (maximum of $500)

*Grace period of 10 minutes when vehicle is fully charged or after the posted charging time limit, whichever comes first.