



# CITY OF SAN MATEO

City Hall  
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## Agenda Report

Agenda Number: 5

Section Name: {{section.name}}

Account Number: 10-1311

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**TO:** City Council

**FROM:** Alex Khojikian, City Manager

**PREPARED BY:** City Manager's Office

**MEETING DATE:** January 13, 2025

**SUBJECT:**

Fund Reservation Agreement for Fleet Electric Vehicle Charging Infrastructure - Approval

**RECOMMENDATION:**

Approve three Fund Reservation Agreements with Peninsula Clean Energy (PCE) for the City to receive up to \$270,000 to offset the expense of the installation of electric vehicle chargers at three City facilities for fleet charging.

**BACKGROUND:**

Peninsula Clean Energy (PCE) is a joint powers authority developed in 2016 to reduce greenhouse gas emissions by providing electricity from clean energy sources. The PCE Electric Vehicle (EV) Ready Program provides incentives for the installation of EV infrastructure at workplaces, multifamily buildings and government facilities for fleet charging. Cities are eligible for \$5,000 per Level 2 port installed with a maximum of \$90,000 per City facility.

To obtain the funds the City must execute a Fund Reservation Agreement, which serves as the grant agreement for the program. The terms of the program are outlined in the Program Standards and Requirements, which is included as Attachment 4 to this report. Staff have applied for funding for the installation of EV chargers at three City sites including City Hall, Corporation Yard, and Police Department. The three sites are all in the planning phase with the City Hall site being the furthest along. It is difficult to estimate project timelines since projects depend on PG&E for new services which can be a lengthy process.

At this time, staff recommends City Council approve three Fund Reservation Agreements for the installation of EV chargers at City Hall, Corp Yard, and Police Department with a maximum of \$90,000 per site. Staff will return to City Council for acceptance and appropriation of the grant funds after project details are confirmed. The exact amount of grant funding will depend on the number of chargers installed at each site, which is determined by PG&E infrastructure capabilities and City site constraints.

**BUDGET IMPACT:**

There is no City contribution required to participate in the PCE EV Ready Program. Funding in the maximum amount of \$270,000 will be provided by PCE through the PCE EV Ready Program. The exact amount of funding will depend on the number of chargers installed at City facilities with cities eligible for \$5,000 per Level 2 port and a maximum of \$90,000 per City facility. The acceptance and appropriation of the grant funds to Green Fleet Charging Infrastructure Project 46C003 will occur at a future City Council meeting once the final number of charging ports is determined for each project site.

**ENVIRONMENTAL DETERMINATION:**

Entering into a fund reservation agreement is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Fund Reservation Agreement - City Hall

Att 2 – Fund Reservation Agreement - Corporation Yard

Att 3 – Fund Reservation Agreement - Police Department

Att 4 – Program Standards and Requirements

**STAFF CONTACT**

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