



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
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Agenda Report

Agenda Number: 10

Section Name: {{section.name}}

Account Number: 82-4683

File ID: {{item.tracking_number}}

TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: City Manager's Office
MEETING DATE: May 5, 2025

SUBJECT:
Electric Vehicle Fleet Program Terms and Conditions – Approval

RECOMMENDATION:

Approve the PG&E Program Electric Vehicle Fleet Program Terms and Conditions and authorize the City Manager to execute the documents in substantially the form presented and to negotiate an easement agreement for the deployment of PG&E facilities to serve electric vehicle infrastructure, including relocation as needed, for future Council approval.

BACKGROUND:

Electric vehicle charging infrastructure is necessary to support the City Council priority to electrify the City's fleet and in alignment with the City's Climate Action Plan to reduce greenhouse gas emissions from transportation. In July 2024, the City applied for the Corporation Yard (Corp Yard) site to participate in the PG&E Electric Vehicle (EV) Fleet Program that helps fleets install charging infrastructure by providing a dedicated new electrical service and to-the-meter electrical infrastructure at no-cost to program participants. To participate in the PG&E EV Fleet Program, participants must purchase one medium-duty or heavy-duty electric vehicle for every EV charging station installed. Through the program, PG&E provides rebates for vehicle purchases.

In September 2024, PG&E approved the City's Corp Yard application and conducted a remote review of the Corp Yard site. In February 2025, PG&E's electrical engineer conducted a site walk at the Corp Yard to confirm the to-the-meter infrastructure build-out. The PG&E grid planner approved the new capacity for the project which will support the installation of six Level 2 dual-port charging stations. PG&E finalized the PG&E EV Fleet Program Terms and Conditions (Attachment 1). The City must execute the agreement to begin the next phase of the project, which includes PG&E finalization of to-the-meter design and the City's behind-the-meter design and construction.

At a later phase of the project, staff anticipates returning to City Council with an easement deed to grant an easement to PG&E for the new infrastructure and a Resolution to accept and appropriate PG&E vehicle rebate funding. Staff recommends the City Council approve the PG&E EV Fleet Program Terms and Conditions and authorize the City Manager to execute the required documentation in substantially the form presented. The Terms and Conditions contemplate relocation of the easement if the City requests and with mutually agreeable terms, at the sole expense of the City. Staff plans to include such a relocation provision in the easement agreement. If in the future relocation is necessary, staff may need to return to Council with an updated easement and legal description.

BUDGET IMPACT:

Participation in PG&E's Electric Vehicle Fleet Program does not require any fees. PG&E will install to-the-meter infrastructure at no cost to the City. The behind-the-meter design and construction is funded by the Peninsula Clean Energy Member Agency grant that was accepted and appropriated at the December 9th, 2024 City Council meeting. The City will receive a vehicle rebate from PG&E at the close of the project. A future Council item will accept and appropriate

the PG&E vehicle rebate funding.

ENVIRONMENTAL DETERMINATION:

Approval of the PG&E Program Electric Vehicle Fleet Program Terms and Conditions is exempt from CEQA review as an “existing facility,” because it relates to a project consisting of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – PG&E Electric Vehicle Fleet Program Terms and Conditions

STAFF CONTACT

Andrea Chow, Sustainability Analyst
achow@cityofsanmateo.org
(650) 522-7007

Daniel Heffelfinger, Fleet Services Supervisor
dheffelfinger@cityofsanmateo.org
(650) 522-7366