

October 21, 2019

Hon. Donald J. Ayoob  
Judge of the Superior Court  
c/o Charlene Kreseovich  
Hall of Justice  
400 County Center; 2<sup>nd</sup> Floor  
Redwood City, CA 94063-1655

**RESPONSE TO THE GRAND JURY REPORT: “Electric Vehicle Adoption in the Cities and County of San Mateo”**

Honorable Judge Ayoob—

Thank you for the opportunity to review and comment on the above referenced Grand Jury Report filed on August 12, 2019. The City of San Mateo’s responses to both the findings and recommendations are listed below. This response was approved by the City Council at a public meeting held on October 21, 2019.

**Response to Grand Jury Findings:**

F1. As of December 2018, eleven of the twenty cities in San Mateo County have no electric vehicles in their government fleets. These are:

- Atherton
- Belmont
- Colma
- Daly City
- East Palo Alto
- Half Moon Bay
- Hillsborough
- San Bruno
- San Carlos
- South San Francisco
- Woodside

Response: Not applicable to the City of San Mateo.

F2. As of December 2018, in two of the twenty cities in San Mateo County approximately one percent of the city fleet are electric vehicles. These are:

- Burlingame
- Foster City

Response: Not applicable to the City of San Mateo.

F3. As of December 2018, in three of the twenty cities in San Mateo County approximately three percent of the city fleet are electric vehicles. These are:

- Pacifica
- Redwood City
- San Mateo

Response: The City of San Mateo agrees with this finding.

F4. As of December 2018, in the City of Millbrae approximately seven percent of the city fleet is electric vehicles.

Response: Not applicable to the City of San Mateo.

F5. As of December 2018, in two of the twenty cities in San Mateo County approximately ten percent of the city fleet are electric vehicles. These are:

- Brisbane
- Menlo Park

Response: Not applicable to the City of San Mateo

F6. As of December 2018, the Town of Portola Valley has converted two of its six city vehicles to electric vehicles, or approximately 33 percent.

Response: Not applicable to the City of San Mateo.

F7. San Mateo County has 709 fleet vehicles. Of those, 218 are Enhanced AT PZEVs and two are ZEVs (approximately 31 percent).

Response: Not applicable to the City of San Mateo.

F8. The County and eleven of the cities in the county have Climate Action Plans that discuss adoption of sustainable purchasing policies for converting their fleets to fuel efficient vehicles (hybrid, electric, alternative fuel). The cities are:

- Atherton
- Belmont
- Brisbane
- Burlingame
- East Palo Alto
- Foster City
- Menlo Park

- Pacifica
- Redwood City
- San Carlos
- San Mateo

Response: The City of San Mateo agrees with this finding.

F9. San Mateo Office of Sustainability released a “Green Municipal Fleet Toolkit” in March of 2019. The purpose of this Toolkit is to assist jurisdictions on how to reduce greenhouse gas emissions from their municipal fleets.

Response: The City of San Mateo agrees with this finding.

F10. The San Mateo County Office of Sustainability technical support pilot program for municipal fleets, which is funded to assist up to four cities in converting their fleets to ZEVs, runs through December 2019.

Response: The City of San Mateo agrees with this finding.

F11. The Climate Mayors EV Purchasing Collaborative is available to assist the cities and the County in conversion of fleet vehicles to ZEVs through aggregate purchasing.

Response: The City of San Mateo agrees with this finding.

### **Response to Grand Jury Recommendations:**

R1. By March 31, 2020, the County of San Mateo and each city within the county should conduct a review of its government fleet procurement policy relating to electric vehicles and present a report at a public meeting. At a minimum, the review should be based on an analysis that includes up-to-date life-cycle costs of commercially available electric vehicles and an up-to-date assessment of whether electric vehicles can meet the performance needs of local jurisdictions for power, range, battery life, and other relevant factors. If an agency has completed such a review within the last three years, then such review should be presented to its governing body at a public meeting on or before December 31, 2019.

Response: As part of the City’s Climate Action Plan update, the City will conduct a review of the City’s fleet procurement policy relating to electric vehicles. The City’s updated Climate Action Plan will set clean fleet goals, including a goal for the procurement of electric vehicles. The draft Climate Action Plan is scheduled to be presented at a public meeting before March 31, 2020.

R2. By March 31, 2020, the County of San Mateo and each city within the county should conduct an analysis of the obstacles, if any, to the implementation of an EV government fleet procurement policy and present a report at a public meeting. This could include, for example, the availability of electric vehicle charging stations to serve the vehicle fleet and training of vehicle maintenance staff. If an agency has completed such an analysis within the last three

years, then such analysis should be presented to its governing body at a public meeting on or before December 31, 2019.

Response: As part of the City's Climate Action Plan update and review of the City's fleet procurement policy relating to electric vehicles, the City will also identify obstacles and challenges related to the procurement of electric vehicles. The analysis of obstacles will be included in the Climate Action Plan update process. The draft Climate Action Plan is scheduled to be presented at a public meeting before March 31, 2020.

R3. By September 30, 2019, the County of San Mateo Department of Public Works and each city within the county should review the "Roadmap for Municipal Green Fleets" toolkit from the San Mateo County Office of Sustainability, including the information on the possibility of adopting an EV First Policy.

Response: This recommendation has been implemented. The City of San Mateo reviewed the County's "Roadmap for Municipal Green Fleets."

R4. By September 30, 2019, the County of San Mateo and each city within the county, if they have not already initiated such a process, should investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Response: This recommendation has been implemented. The City reviewed the Climate Mayors EV Purchasing Collaborative. The Climate Mayors EV Purchasing Collaborative relies on Sourcewell (formerly NJPA) for cooperative purchasing. The City of San Mateo is already a member of Sourcewell and is able to take advantage of the cooperative purchasing benefits.

Sincerely,

Diane Papan  
Mayor