**City of Phoenix EV Ad Hoc Committee**

**Policy & Program Recommendations**

**TEMPLATE INSTRUCTIONS**

[**STEP 1:** Identify the topic you have volunteered to research. 1](#_Toc86939424)

[**STEP 2:** Fill out the template for each identified deliverable. 2](#_Toc86939425)

[**STEP 3:** Email the completed template to City Staff for compilation. 3](#_Toc86939426)

## **STEP 1:** Identify the topic you have volunteered to research.

The City of Phoenix EV Ad Hoc Committee was split into three of the following subcommittees with its corresponding Topics:

**Sub-Committee 1: Education, Outreach and Equity**

* Equity (LEAD: Omar Gonzales, Clark Miller, Vianney Olivarria)
* Education and Outreach (LEAD: Lisa M. Perez)
* EV Website suggestions (All members)

**Sub-Committee 2: Home, Workplace, and Public Charging**

* Public (City-Owned) Charging Infrastructure (LEADS: Catherine O’Brien, Councilwoman Ansari)
* Workplace and Business EV Charging (LEADS: Court Rich, Autumn Johnson)
* Home Charging Infrastructure (LEADS: Caryn Potter, Tim Sprague)

**Sub-Committee 3: City Fleet and City Charging**

* Purchase of Electric Fleet Vehicles (LEAD: Kathy Knoop)
* Purchase of Electric Fleet Charging Infrastructure (LEAD: Kathy Knoop, Delbert Hawk)
* Charging Infrastructure for Employees (LEAD: Katherine Stainken)

The list of topics and accompanying strategies can be found in corresponding workbook.

**STEP 2:** Fill out the template for each identified deliverable.

Each topic has several recommended deliverables. The following information and definitions should be filled out to better inform how the City of Phoenix can fulfill the identified deliverables and associated actions. The SharePoint [research folders](https://cityofphoenix.sharepoint.com/sites/external/ev/Shared%20Documents/Forms/AllItems.aspx) can also be utilized for this step.

**Deliverables**

A proposed suite of actions or policy recommendations to rapidly advance toward:

1. The City of Phoenix’s EV goals and targets in the Climate Action Plan:

*“Rapidly accelerate electric vehicle (EV) adoption in the community and expand publicly accessible EV charging infrastructure throughout the city to result in 50% of all vehicle sales being electric vehicles by 2030.”*

*“Increase EVSE development in SF, MF, Commercial properties through incentives and building codes by Implementing ICC in 2024 which include adoption of EV Ready Building Codes.”*

*“Increase EV charging infrastructure installations on city managed/owned properties by installing 500 EVSE’s accessible on city property by 2030”*

*“Replace the light duty municipal ICE city fleet with EV’s where operationally feasible and to results in at least 200 light duty fleet sedans by 2030 and replace 100% light duty sedan fleet by 2040.”*

1. The Justice40 Equity initiatives.

*“Delivering 40 percent of the overall benefits of relevant federal investments to disadvantaged communities and tracks performance toward that goal through the establishment of an Environmental Justice Scorecard based on the development of a Climate and Environmental Justice Screening Tool, building off EPA’s EJSCREEN.*

**Actions**

The list of actions needed to successfully accomplish the deliverable. There are two distinct types of actions:

* Subcommittee action – what the subcommittee is going to do.
* City Action – what they City is going to do.

**Examples**

Case studies, sample websites or other types of physical/digital content that provide context for each deliverable’s actions list.

**Additional Information Needs**

Requests for information/data that need to be fulfilled by the City in order to be completed. If the information/data is not available, the deliverable should be amended to be a data request.

**Timeline**

The timeline refers to the years in which action on a strategy will be fulfilled. For the purposes of this exercise, please select from one of the following options of time variables:

* Year 1 (Completed by June 2022)
* Year 2 (Completed by June 2023)
* Years 3-4 (Completed by June 2025)

Planning process will be updated annually, as determined by federal and state policy, as well a market variables.

**Impact on City EV Adoption and Equity Goals**

Determine the impact that strategy will have on the City’s EV Adoption and equity goals. Impact can be scored as Low, Medium, and High.

*We recommend committee members use the following template to complete your research and to present it in a manageable format.*

**Topic:**

|  |
| --- |
| **Deliverable ID:**  |
| **Subcommittee Action** |   |
| **City Action** |  |
| **Examples** |  |
| **Recommended** **Lead Department** |  |
| **Additional Information Needs** |  |
| **Timeline** |  |
| **Impact on City EV Adoption and Equity Goals** |  |

## **STEP 3:** Email the completed template to City Staff for compilation.