

**ELECTRIC VEHICLE AD HOC SUBCOMMITTEE  
PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE (PWHCI)  
Summary Minutes of Friday, Sept. 17, 2021**



**City of Phoenix**

Virtual Meeting – Via WebEx

Ad Hoc Committee Members Present

Councilwoman Yassamin Ansari - Chair  
Omar Gonzales  
Autumn Johnson  
Catherine O'Brien  
Caryn Potter  
Court Rich  
Tim Sprague

City Staff Present

Karen Apple	David Benton	Joe Bowar
Jacob Carnes	John Chan	Sarah Demory
Joe Giudice	Mark Hartman	Sandra Hoffman
Aaron Kane	Karl Kaseoru	Tammy Nguyen
Larry Smallwood	Alan Stephenson	David Uriarte

**1. CALL TO ORDER**

Councilwoman Ansari, Subcommittee Chair, called the meeting to order at 10:03 a.m.

**2. WELCOME AND INTRODUCTIONS**

Councilwoman Ansari opened the floor for those in attendance to introduce themselves. Each Committee Member provided an introduction, including why they have interest in electric vehicle initiatives. Subcommittee members Omar Gonzales, Autumn Johnson, Catherine O'Brien, Caryn Potter, Court Rich, and Tim Sprague all made introductions.

City staff provided introduction, including why they have interest in electric vehicle initiatives. City staff included Karen Apple (Electric Vehicle Program Manager), Mark Hartman (Chief Sustainability Officer), John Chan (Phoenix Convention Center Director), Joe Giudice (Public Works Director), Sandra Hoffman (Assistant Director of Planning and Development), Alan Stephenson (Planning and Development Director), Joe Bowar (Deputy Public Transit Director) and Sarah Demory (Assistant Aviation Director).

Councilwoman Ansari stated that the Public, Workplace & Home Charging Infrastructure Subcommittee will meet monthly on the third Friday of each month at 10:0 a.m.



**3. NEWS AND ANNOUNCEMENTS**

Councilwoman Ansari opened the floor for news and announcements.

EV Program Manager, Karen Apple provided some facts. From 2011-2020, light duty plugin vehicles displaced 1.9 billion gallons of petroleum, resulting in reduction of greenhouse gas (GHG) emissions. Ford announced advancement in their electric vehicle (EV) technology, specific to F150 truck. Lucid Air is the longest-range electric vehicle rated by the EPA; it has greater capacity than other manufacturers on the market. Prices of EVs in general are coming down. 22 additional charging ports at city facilities. City will be hosting a virtual webinar during National Drive Electric Week – announcements have been made to the public and will be held on Sept. 29, 2021.

**4. OVERVIEW OF SHAREPOINT SITE AND USE**

Ms. Apple provided overview of the sharepoint page which is a central repository of information related to this Subcommittee. This page is for city staff and Subcommittee members. Examples of information stored on this page: sample EV roadmaps, building codes, meeting minutes, and meeting recordings. There is a newsfeed for others to see specific information that is pertinent to this Subcommittee. Website [www.phoenix.gov/sustainabilitysite/Pages/Electric-Vehicles.aspx](http://www.phoenix.gov/sustainabilitysite/Pages/Electric-Vehicles.aspx) was highlighted as a resource.

**5. DISCUSSION OF PUBLIC, WORKPLACE & HOME CHARGING INFRASTRUCTURE DELIVERABLES**

Councilwoman Ansari directed attention to the Subcommittee framework document. For this discussion, there are three different focus areas: (1) Public EV Charging Infrastructure; (2) Workplace EV Charging Infrastructure; and (3) Home EV Charging Infrastructure. Chair Ansari opened the discussion around this framework by asking the Subcommittee whether there is anything else to be considered not listed under these focus areas.

Committee Member Sprague requested that a clearinghouse information repository be developed specifically for property owners and businesses to identify types of EV charging infrastructure, installation process and financing options.

Committee Member Potter asked to clarify the process and recommendations timeline requirements.

Councilwoman Ansari provided clarification regarding the process and timeline requirements that committee will sunset on June 30, 2022. The goal is to develop a

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first draft of the recommendations by early January that could be included in the City's budget cycle. The Subcommittee will continue to work over months following on items to include items in the eventual EV Roadmap.

Chief Sustainability Officer, Mark Hartman further clarified the deliverables fall in two categories; (1) specific recommendations to make to City Council and (2) Guidance based on how the City might proceed on policy and programs.

Committee Member Potter suggested to conduct a check in the springtime to ensure the process is moving along and that recommendations are on track.

Councilwoman Ansari mentioned that the work doesn't end in the springtime and that some follow up will be required on project implementation and updates to the plan. Chair Ansari introduced the public EV charging topic discussion.

Committee Member Johnson requested clarification on whether business charging discussion should be included in Public charging topic or is it identified by another topic listing.

Councilwoman Ansari clarified that the business charging discussion can be included with the public charging discussion.

Committee Member Johnson suggested working with the business community to provide additional EV charging opportunities. She also asked to clarify EV charging station funding methods.

Councilwoman Ansari stated that public and private funding opportunities will be used for EV charging installations. Chair Ansari suggested to include business charging infrastructure discussion in this Subcommittee.

Committee Member Johnson suggested to continue to coordinate with local utilities, APS and SRP to partner on EV charging installation programs and incentives to decrease costs to city as well as continue to assist in the utilities EV charging goals within their service territories.

Mr. Hartman clarified the intent of the public charging topic pertained to locations where the city manages the property and how the city could incentive EV charging at locations proximal to multi-family properties. Business charging could be included in the discussion centered around employee and workplace EV charging.

Director of Planning and Development, Alan Stephenson further clarified public and business EV charging and stated the regulation of EV charger installs on private property is required to go through a specific planning and development process.

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Councilwoman Ansari recommended to refer to public charging as city provided EV infrastructure and for workplace charging to refer to workplace and business EV charging infrastructure.

Committee Member O'Brien commented on EV service providers and their difference business models and requested a presentation be provided from different EV charging service providers to better understand equipment types, business models, siting criteria for EV installs, identify payment structures, methods for advertising. She also stated that she has contacts for EVGO, Greenlots and Electrify America.

Committee Member Rich commented that he also has EV charging provider contacts and will provide to staff, and that the city needs to understand options for EV charger deployment.

Committee Member Potter suggested that the Subcommittee also review street light right-of-way charging to assist with grid efficiency and equity issues to provide more access to multi-family residences. She suggested reviewing use cases for Level 1 uses for longer term charging. Subcommittee member Potter also suggested reviewing the potential of multi-city collaborative EV fleet purchasing programs to decrease the initial capital costs. She suggested that a presentation be provided on other cities public EV charging and EV fleet deployment strategies and approaches.

Committee Member Gonzales requested a review of the federal funding opportunities to be position the city to participate in federal funding programs and to review shovel ready projects to be able to take advantage of anticipated federal funding opportunities.

Councilwoman Ansari opened the discussion for workplace and business charging infrastructure topics and proposed deliverables.

Committee Member Rich requested to separate out EV ready building codes, and he commented that utility companies should lead the discussion on rate design and managing electrical demand—those topics not be a focus of the subcommittee.

Committee Member Johnson review options to incentive business and employees to charge during certain times of the day which would help to manage the electric grid during peak periods.

Mr. Hartman commented that the subcommittee should encourage the use of more daytime EV charging due to the excess supply and reduce peak period charging.

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Councilwoman Ansari requested a staff presentation on what other cities are implementing in regard to targets and goals for workplace, business and employee charging and/or methods and approaches.

Committee Member O'Brien commented that Local First Arizona is in the process of deploying a pilot mobility hub at Hotel Congress in Tucson that includes EV charging station deployment in collaboration with different businesses.

Councilwoman Ansari requested how best to solicit input from the business community to best obtain their feedback on EV charger deployment.

Committee Member O'Brien suggested that education and outreach efforts to businesses is crucial for fleet transition, EV charging and economic benefits. Provide business outreach on incentives, funding opportunities, and utility offerings.

Committee Member Potter suggested to consider developing different business education and outreach strategies based on business size and outreaching to the business property owner and tenants to meet the needs of multiple business owners at once.

Committee Member Rich suggested recommending EV ready building codes and incentives to deploy EV chargers and reviewing approaches to streamlining the permit process.

Mr. Hartman mentioned that the building codes or some other form of regulation such as zoning ordinances could be implemented to assist in deploying more EV charging infrastructure by business and private property owners.

Committee Member Johnson suggested to consider providing incentives for people that work during nighttime hours as well as for those employees that work during day-time hours.

Councilwoman Ansari provided an overview of the outreach efforts required by the City Planning and Development staff for zoning and code changes.

Assistant Director of Planning and Development, Sandra Hoffman stated that the Planning and Development Department is looking into EV building codes and/or amendments and outreach required for the processes.

Councilwoman Ansari asked for other recommendations regarding presentations and outreach efforts for the employee and business EV charger topic. She also suggested identifying a local business that has been successful in the deployment of EV charging stations to request feedback and input to the subcommittee.

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Committee Member Potter requested outreach to other cities to solicit business charging feedback.

Mr. Hartman suggested reviewing the sample cities EV Roadmaps provided on the internal Sharepoint site to identify what other cities goals are in regard to public, workplace/business, and home charging EV goals and strategies.

Committee Member Rich requested EV charging service providers to present on what their efforts have been in other cities.

Councilwoman Ansari introduced the home charging infrastructure topic to advance EV adoption at single and multi-family residential properties and provided sample deliverables.

Committee Member Sprague commented EV charging education is important to provide to the building community and association groups to further assist in the advancement of EV charging installations. Multi-family residents are restricted and lack access to EV charging and alternative funding sources should be reviewed to assist in the EV charging deployment to these residents and properties.

Committee Member Potter stated that the EV infrastructure federal funding should be considered in assisting EV charger deployment to multi-family properties. She also stated that the EV ready building codes are key for multi-family properties which is the section most impacted by the lack of access to EV charging infrastructure. She suggested developing a code that focuses on the multi-family sector is critical and to review different code levels such as EV ready and/or EV capable.

Mr. Hartman suggested reviewing the opportunity for future proofing options that allows for additional electrical capacity be made available. He also suggested considering developing guidance on EV charging market strategy.

Councilwoman Ansari clarified that when other cities present their EV deployment strategies it could combine public, workplace/business, and home charging overview.

**6. RECOMMENDATIONS TO FULL COMMITTEE**

Councilwoman Ansari asked who on the Subcommittee would like to present this information discussed on Oct. 1, 2021 at the full Committee meeting. She also mentioned that the next Subcommittee meeting will occur Friday, October 15, 2021.

Committee Members Johnson and Rich volunteered to present.

Motion for Subcommittee Members Johnson and Rich to present at the next Committee meeting on Oct. 1, 2021 passes unanimously.

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7. **PUBLIC COMMENT**

No public comments

8. **FUTURE AGENDA ITEMS**

TBD

9. **ADJOURNMENT**

Adjourned at 11:18 a.m.