***Volunteer to present list of deliverables to full Committee: Kathy Knoop***

**TOPIC 1: Purchase of Electric Fleet Vehicles**

1. Produce recommendations on eligibility requirements for replacing existing internal combustion engine equipped vehicles with EVs when due or nearly due for replacement if EVs meet the business needs considering:
   * required ranges to meet operational needs, miles traveled per day, anticipated advances in technology for medium and heavy duty models, and total cost of ownership.
   * EV fleet transition purchasing policies that may require EV as a first-choice option, where applicable, and make and model availability meets the user needs.
   * local, state, and federal funding opportunities to support capital and operating expenses.
   * current replacement cycles prioritizing replacements based on vehicle age, mileage and maintenance costs.
   * a process for keeping an up-to-date list of eligible replacement options as new models come to market.
2. Produce recommendations for potential EV fleet goals, timelines, and metrics for success.

Staff Presentation Requests:

* Public Works Department: Overview of city fleet, replacement schedules, duty cycles, maintenance staff training for EVs

**TOPIC 2: Purchase of Electric Fleet Charging Infrastructure**

1. Provide recommendations for the content of a City Operations EV Fleet Charging strategy that provides:
   * Selecting mix of EV charger types (networked or non-networked) based on data needs (tracking of mileage, maintenance schedules, department charges).
   * alternative funding strategies to assist in offsetting the cost of EV charger installations.
   * recommended rates of installation in advance of the purchase of EVs (just-in-time, versus mass upgrades and future proofing infrastructure through oversizing) that considers lead time needed for permits.
   * an approach for “managed charging” and guidelines for fleet use that minimizes utility costs and demand charges/peak times and leverages energy storage and microgrids.
   * best practice approaches such as the Department of Energy Alternatives Fuels Data Center EVSE tool to calculate number of L1/L2/DCFC and/or combinations needed for fleet use.
   * electric vehicle infrastructure training program technical requirements for safety and performance measures.
2. Establish fleet charging goals and timelines for procurement and installations.

Staff Presentation Requests:

* Public Works Department: Overview of duty cycles
* Office of Sustainability: Overview of EVSE ownership/business models

**TOPIC 3: Charging Infrastructure for Employees**

1. Establish employee charging infrastructure goals and timelines for installations that considers:
   * cost recovery for employee EV charging and parking (user fees versus city paid as an incentive for sustainable commuting).
   * recommended locations and timing for rollout of employee/workplace charging.
   * an Employee EV etiquette policy to maximize use of charging infrastructure (i.e., vacate parking stall when charging session is complete).

* recommendations on level and type of charging infrastructure to be installed (Level 1 or 2 and DCFC, networked vs non-networked).
* other incentives to encourage daytime charging and EV purchases.

Staff Presentation Requests:

* Office of Sustainability: Overview of existing and future locations of employee charging stations.
* Office of Sustainability: Overview of what other cities are implementing around employee/workplace EV charging programs.
* Phoenix Convention Center: Overview of number of employees that drive EVs and participate in employee parking program, overview of employee incentive parking program.