



DATE: October 16, 2023

TO: Honorable Mayor and Members of the City Council through City Manager

FROM: Bjorn Gripenburg, Project Manager, Public Works and Utilities (PW&U)
Jared Hall, Transit Manager, PW&U
Christopher J. Bolt, MPA, PE, ICMA-CM – Director of PW&U

SUBJECT: Resolution Authorizing the City Manager to Grant an Easement to Pacific Gas & Electric Company at 555 N. McDowell Blvd. Allowing Construction, Maintenance, and Access to “To-The-Meter” Infrastructure Needed to Support Battery-Electric Bus Charging Infrastructure (APN 007-391-039)

RECOMMENDATION

It is recommended that the City Council approve the attached resolution authorizing the City Manager to grant an easement to Pacific Gas & Electric Company at 555 N. McDowell Blvd. Allowing Construction, Maintenance, and Access to “to the meter” infrastructure needed to support battery-electric bus charging infrastructure (APN 007-391-039).

BACKGROUND

On September 11, 2023, the City Council approved Resolution No. 2023-136 N.C.S. adopting the Petaluma Transit Zero-Emission Fleet Transition Plan, which formalizes Petaluma Transit’s framework for the transition from its existing internal combustion fleet to battery-electric, zero-emission buses, and paratransit vans. The Zero-Emission Transition Fleet Plan meets Federal Transit Administration and California Air Resource Board requirements, the latter of which requires agencies to transition fixed-route buses fully to zero-emission fleets by 2035. In alignment with the City’s Climate Emergency Framework, the Zero-Emission Transition Fleet Plan envisions transitioning the entire transit fleet to zero-emission by 2030.

In order to start this transition, the City of Petaluma first needs to install charging infrastructure at its transit facility (555 N. McDowell Blvd.), which is a significant undertaking requiring upgrades on Pacific Gas & Electric’s (PG&E) “to-the-meter” (TTM) infrastructure, as well as the City’s “behind-the-meter” (BTM) and charging infrastructure (**Figure 1**). The City successfully applied to PG&E’s Electric Vehicle Fleet Program, through which PG&E will construct, own, and maintain all TTM infrastructure at no cost to the City. The City will design, build, own, operate, and maintain all BTM and charging infrastructure. Additionally, PG&E provides up to \$600,000

in incentives and rebates to support the City’s design, purchase, and installation of BTM and charging infrastructure. The City’s contract with PG&E commits to purchasing and deploying 20 buses and paratransit vans and installing ten dual-port chargers (with the capability to charge up to 20 vehicles) by 2027 in order to receive TTM upgrades and BTM and charging infrastructure incentives and rebates. The charging loads are restricted to off-peak hours only (9 PM-6 AM) and capped at 1800 kW.

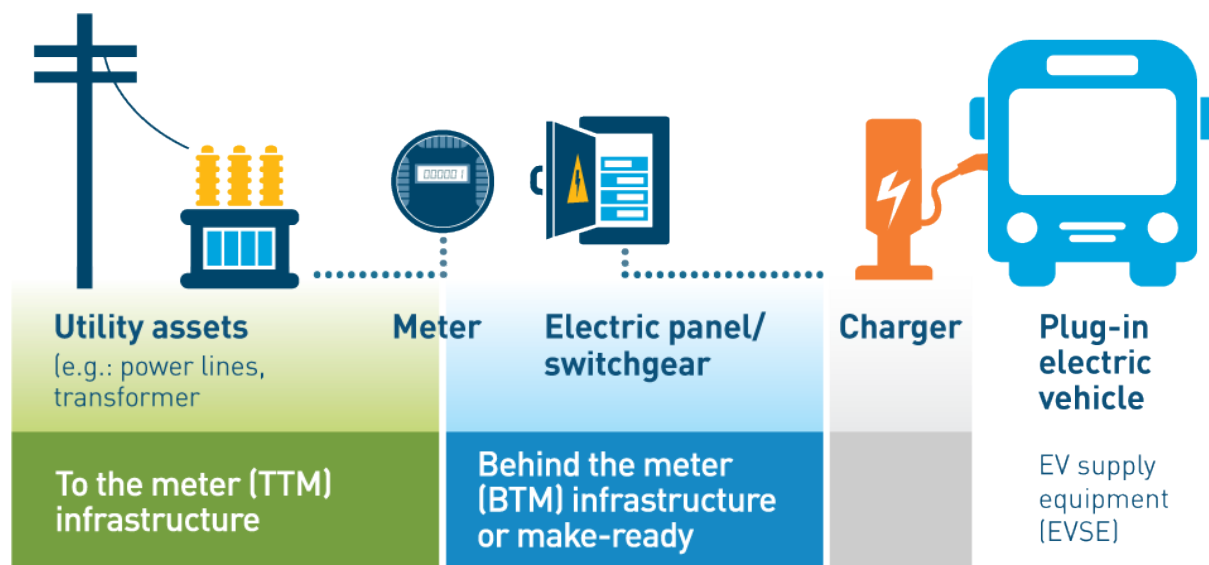


Figure 1: Overview of to-the-meter (TTM, shown in green) and behind-the-meter (BTM) infrastructure (BTM, shown in blue). Source: PG&E

DISCUSSION

As part of the City’s EV Fleet Program agreement with PG&E, PG&E determined that it would need a standard utility easement allowing it to construct, access, and maintain PG&E-owned TTM infrastructure (including a transformer, meter box, and the associated conduit and wiring) that would be located near the northeastern corner of the City’s property at 555 N. McDowell Blvd (**Figure 2**). The attached resolution would provide PG&E their standard utility easement.

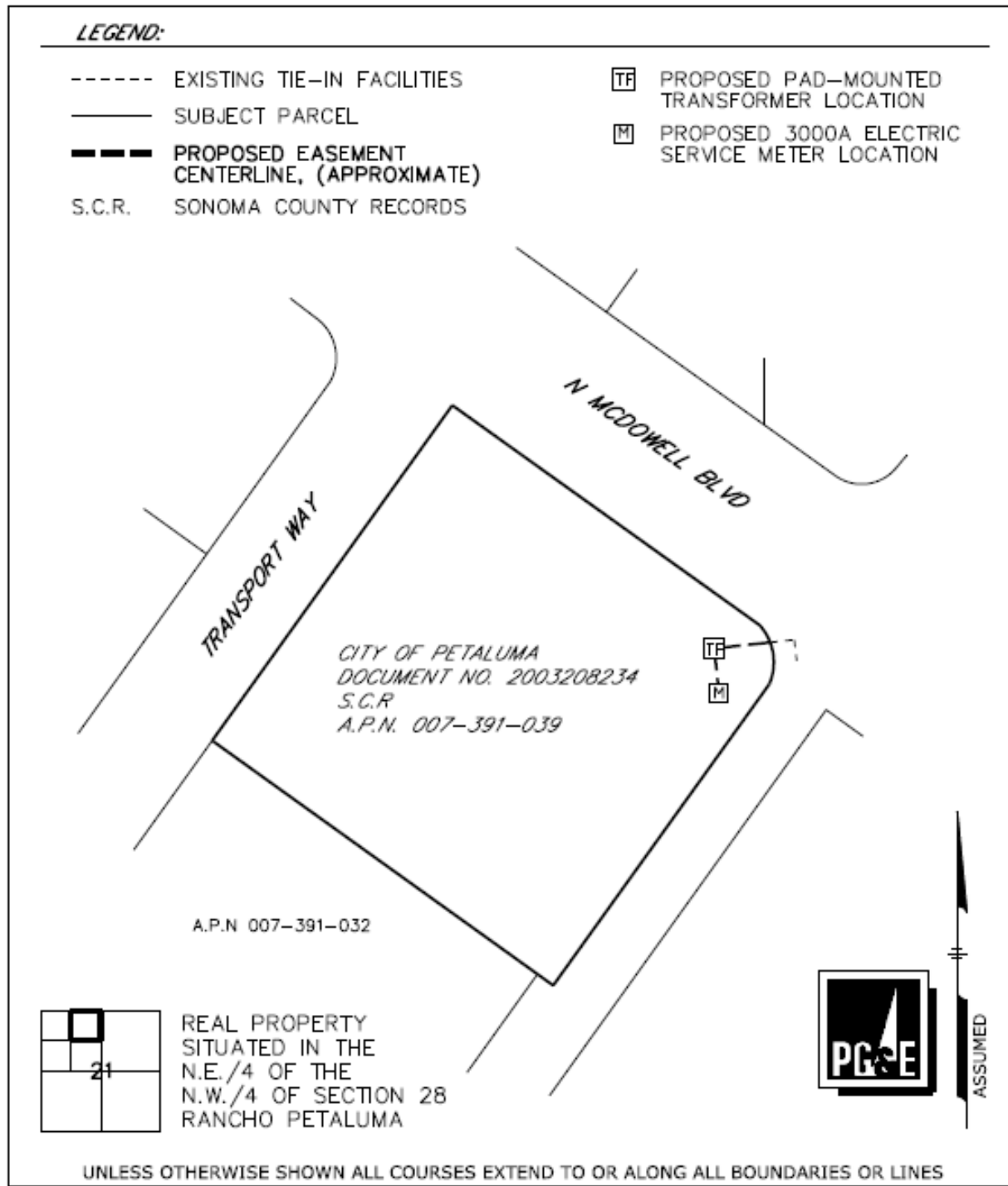


Figure 2: The proposed easement location at the City's 555 N. McDowell Blvd transit facility.

Section 46 of the Charter of the City of Petaluma requires that actions for the acquisition, sale, or lease of real property be taken by ordinance except for such actions involving sums less than \$3,000 or actions pursuant to general state law. Here the easement is valued at less than \$3,000 and therefore an ordinance is not necessary for the execution of the easement and can be accomplished by resolution.

PUBLIC OUTREACH

The Petaluma Transit Zero-Emission Transition Fleet Plan was discussed at the July 13, 2023, Transit Advisory Committee meeting and the September 11, 2023, City Council meeting. The purchase of switchgear and busway was discussed at the September 14, 2023, Transit Advisory Committee meeting, wherein a unanimous action was approved recommending City Council approval of a resolution authorizing the purchase of the switchgear. The Transit Advisory Committee meetings are publicly-noticed. This agenda item appeared on the City's tentative agenda document on October 2, 2023, which was a publicly-noticed meeting.

COUNCIL GOAL ALIGNMENT

This action supports the following City Council Goals:

- Workplan item #52 - Develop a framework to move the City and Transit vehicle fleet from fossil-fuel-based to hybrid, renewable compressed natural gas, and/or electric vehicles; continue pursuing grant funding opportunities for electric vehicles.

CLIMATE ACTION/SUSTAINABILITY EFFORTS

Petaluma Transit will eliminate tailpipe emissions and significantly reduce greenhouse gas emissions by transitioning from internal combustion vehicles to a zero-emission fleet. This will help to achieve many of the goals outlined in the Petaluma Climate Action Framework, including assisting the City to achieve carbon neutrality by 2030.

ENVIRONMENTAL REVIEW

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15301 (existing facilities) and Section 15303 (new construction), as the eventual installation of TTM and BTM infrastructure will be made to an existing facility. Class 1 changes are exempt and consist 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. Class 3 consists of the construction and location of limited numbers of new structures and installation of small equipment, Electrical infrastructure, and improvements that convey negligible or no development of service are covered under these exemptions.

FINANCIAL IMPACTS

There are no financial impacts associated with this action.

ALTERNATIVES

If the City Council does not authorize the City Manager to grant the easement to PG&E, the City will no longer qualify for the EV Fleet Program. It would need to pay PG&E to upgrade TTM

infrastructure and forego up to \$600,000 in incentives and rebates for BTM and charging infrastructure. Doing so would delay the project and result in significant costs that exceed the project's adopted FY 23/24 budget.

ATTACHMENTS

1. Resolution
2. Easement Deed