



ELECTRIC VEHICLE ADOPTION IN THE CITIES AND COUNTY OF SAN MATEO

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ISSUE

What steps have San Mateo County and its cities taken to reduce their greenhouse gas emissions by replacing 100 percent fossil-fueled government fleet vehicles with electric vehicles? What resources are available to the County and the cities to assist in converting their fleets to zero emission vehicles (ZEVs)?

SUMMARY

Global warming and climate change are an everyday reality. California is a leader in trying to reduce greenhouse gas emissions. Sixty percent of greenhouse gas emissions in San Mateo County come from the transportation sector. Local government vehicle fleets are a relatively small part of that sector; however, the Grand Jury believes they are important in terms of setting an example for private industry and individuals to follow.

The Grand Jury surveyed the County and each of the 20 cities within the county to determine the extent to which they are converting their fleets to electric vehicles. The results of this survey show that approximately 31 percent of the County of San Mateo government fleet vehicles are electric vehicles. By comparison, the average of 20 cities in the County is about three percent. Eleven of the 20 cities have no electric vehicles in their fleets.

Purchase of electric vehicles has been cost prohibitive in the past, making it difficult for governments to justify the expense. Since 2009 when San Mateo County first discussed converting its fleet to electric vehicles, zero emissions vehicle technology has advanced, and costs of electric vehicles have dropped. As of 2019, the total life cycle cost, based on five years ownership, of a zero emissions vehicle is less than that for a comparable 100 percent fossil-fueled car. The cost savings may be as great as \$5,000 if the electric vehicle is eligible for certain rebates.

The Grand Jury recommends that the County and each of the cities in San Mateo County conduct a review of their government fleet procurement policies relating to electric vehicles, including an analysis of the obstacles to fleet conversion. The Grand Jury also recommends that the city governments and the County Department of Public Works review existing programs that could facilitate this analysis and the procurement of electric vehicles, including the Office of Sustainability's Roadmap for Municipal Green Fleets, which is a toolkit to assist local governments in replacing traditional gas powered fleets with electric fleet vehicles, and the Climate Mayors EV Purchasing Collaborative, which allows the coordination of a highly competitive contract aimed at saving time and money by combining the buying power of more than 50,000 government, education, and non-profit organizations.

GLOSSARY¹

- Greenhouse Gases (GHG): Any of various gaseous compounds, such as carbon dioxide and methane, that absorb infrared radiation and trap heat in the atmosphere contributing to the greenhouse effect and global warming.
- Government fleet: All vehicles owned or leased by a government entity for use by government employees including administrative, maintenance, police and emergency personnel.
- Fossil –Fueled Vehicles
 - PZEVs: 100 percent fossil-fueled, internal combustion engine (ICE), Partial Zero Emission Vehicles which are Super Ultra Low Emissions Vehicles that also have additional technology, such that their emissions are similar to a non-plug-in hybrid, such as the Honda Civic, the Ford Fiesta, and the Subaru Crosstrek.
 - AT PZEVs: Advanced Technology Partial Zero Emission Vehicles, which include non-plug-in hybrids, such as the Honda Accord Hybrid, the Toyota Camry Hybrid, and the Ford Fusion.
- Electric Vehicles
 - Enhanced AT PZEVs: Enhanced Advanced Technology Partial Zero Emissions Vehicles which include plug-in hybrid electric vehicles such as the Toyota Prius Prime, the Chevrolet Volt, and the Ford Fusion Energi.
 - ZEVs: Zero Emission Vehicles which include plug-in electric vehicles such as the Tesla Model 3, the Chevrolet Bolt, the Hyundai Ioniq, and electric carts.

BACKGROUND

California is a leader in trying to reduce greenhouse gas emissions (GHG) associated with global heating. Forty percent of California’s greenhouse gas emissions come from the transportation sector. In San Mateo County, the contribution from transportation is even higher at 60 percent, the largest contributor being solo driving.² Local government vehicle fleets are a relatively small part of that sector; however, the Grand Jury believes they are important in terms of setting an example for private industry and individuals to follow.

¹ Definitions based on California Environmental Protection Agency, Air Resources Board, Frequently Asked Questions: The California Zero Emission Vehicle Regulation, July 2011.

https://www.arb.ca.gov/msprog/zevprog/factsheets/zev_fs.pdf

² Time to Act on Climate Change, Twenty-second Annual Report. www.SustainableSanMateo.org

State Actions

With nearly half of the state’s greenhouse gas emissions coming from the transportation sector, California has made significant investments to encourage adoption of zero emission vehicles, including expanding the network of charging stations and providing rebates that lower the price of new cars by thousands of dollars.³

In 2018, the Governor set a goal of reaching five million ZEVs on California’s roadways by 2030, and 250,000 public chargers by 2025.⁴ As of mid-2018, Californians were driving over 400,000 ZEVs out of 25 million registered passenger vehicles in California (1.6 percent). San Mateo County has 26,894 electric vehicles (Enhanced AT PZEVs and ZEVs) registered⁵, which is 4.2 percent of all registered vehicles; 8,229 were ZEVs.⁶

The state has passed the California Renewables Portfolio Standards Program SB 100 (2018) that mandates that all electricity be 100 percent renewable by 2045, ensuring that electric vehicles will be powered by clean energy sources.

In October 2016, the Governor of California released the 2016 ZEV Action Plan, which in part established new goals for state government fleet ZEV purchases, so that 50 percent of annual light-duty fleet purchases will be ZEV by 2025.⁷ While the state is addressing greenhouse gases and electrification of state vehicle fleets, there have been few measures directed to electrification of county or municipal fleets.

County Actions

In 2011, the Grand Jury investigated the County’s 2008 Vehicle Purchase Program in which the San Mateo County Board of Supervisors resolved that “...all future [compact and midsize county] vehicle purchases will be hybrid models or other fuel-efficient models that are estimated by the manufacturer to achieve a minimum of thirty miles to the gallon.”^{8,9} This program includes a policy of replacing fleet vehicles after seven years or 100,000 miles.¹⁰ According to the San Mateo County Department of Public Works, which oversees the County’s fleet, the Board of Supervisors’ resolution calls for an annual review of the 30 mpg standard. The policy

³ Koseff, Alexei, “Brown deems Trump ‘liar, criminal, fool’ on environment, signs electric vehicle bills”, The Sacramento Bee, September 13, 2018. <https://www.sacbee.com/news/politics-government/capitol-alert/article218362510.html>

⁴ Lazo, Alejandro, “California Gov. Jerry Brown Calls for Five Million Zero-Emission Cars by 2030”, Wall Street Journal, January 26, 2018. <https://www.wsj.com/articles/california-gov-jerry-brown-to-call-for-five-million-zero-emission-cars-by-2030-1516996404>

⁵ <https://smcenergywatch.org/electric-vehicle-adoption-in-san-mateo-county/>

⁶ Sustainable San Mateo County “Time to Act on Climate Change”, Indicators Report 2018. www.sustainablesammateo.org May 4, 2018

⁷ State Administrative Manual Memorandum MM 16-07. https://www.documents.dgs.ca.gov/osp/sam/mmemos/MM16_07.pdf

⁸ San Mateo County Board of Supervisors, “Resolution No. 069650”, September 9, 2008.

⁹ San Mateo County Civil Grand Jury 2010-2011, “San Mateo County’s Vehicle Purchase Program”, 2011. https://www.sanmateocourt.org/documents/grand_jury/2010/hybrid_vehicles.pdf

¹⁰ Ibid.

itself has not been updated and the fuel efficiency requirement has not been increased above 30 mpg.¹¹

Climate Action Plans

Since enactment of the California Global Warming Solutions Act of 2006 (AB 32), many local jurisdictions in California have adopted “Climate Action Plans” (CAPs). CAPs are documents that identify methods that local jurisdictions such as the cities and County can implement to significantly reduce GHG emissions as a first step toward meeting the requirements mandated by AB 32, which required a GHG reduction of 15 percent below 2005 levels by 2020. While such plans are not mandated, the County of San Mateo and 16 cities in the county have adopted them. Due to greenhouse gas emissions from transportation, CAPs include a section that discusses the status of greenhouse gas contribution from this sector and policies meant to reduce them. For purposes of this report, the Grand Jury reviewed the CAPs for the County and the cities that have them to determine whether the electrification of government fleets was addressed.¹²

DISCUSSION

The Grand Jury investigated what San Mateo County and the 20 cities within the county are doing to reduce their GHG emissions by converting their fleets to electric vehicles.

Grand Jury Survey

In December 2018, the Grand Jury surveyed each of the cities and the County (see Appendix A for form of the survey). The responses are summarized in Table 1. The survey results show that, as of the date of the survey, 11 of the 20 cities have no electric vehicles (as defined in the glossary) in their fleets. These are: Atherton, Belmont, Colma, Daly City, East Palo Alto, Half Moon Bay, Hillsborough, San Bruno, San Carlos, South San Francisco, and Woodside. In contrast, two of the cities (Burlingame and Foster City) have converted one percent of their fleet to electric vehicles, three of the cities (Pacifica, Redwood City, and San Mateo) have reached three percent, the City of Millbrae has reached seven percent, and two cities (Brisbane and Menlo Park) have reached ten percent. Of interest is that although not having a Climate Action Plan, the Town of Portola Valley has moved forward with converting a third (two out of six) of its fleet to electric vehicles.

¹¹ Email from SMC Department of Public Works

¹² Links to each of the CAPs are given in the bibliography.

Table 1: Cities and County of San Mateo Electric Fleet Vehicles (December 2018)

Cites/ County of San Mateo	# of Fleet Vehicles			Have Climate Action Plan? (Year*)	Climate Action Plan Discusses Government Fleet Electric Vehicles
	Total	Electric	% Elec		
Atherton	20	0	0%	Yes (2016)	Yes
Belmont	106	0	0%	Yes (2017)	Yes
Brisbane	23	2	9%	Yes (2015)	Yes
Burlingame	115	1	1%	Yes (2009)	Yes
Colma	27	0	0%	Yes (2013)	No
Daly City	26	0	0%	Yes (2010)	No
East Palo Alto	73	0	0%	Yes (2011)	Yes
Foster City	86	1	1%	Yes (2015)	Yes
Half Moon Bay	8	0	0%	No	No
Hillsborough	67	0	0%	Yes (2010)	No
Menlo Park	110	11	10%	Yes (2009)	Yes
Millbrae	58	4	7%	No	No
Pacifica	96	2	2%	Yes (2014)	Yes
Portola Valley	6	2	33%	No	No
Redwood City	240	6	3%	Yes (2013)	Yes
San Bruno	129	0	0%	No	No
San Carlos	49	0	0%	Yes (2009)	Yes
San Mateo	243	8	3%	Yes (2015)	Yes
South San Francisco	200	0	0%	Yes (2014)	No
Woodside	3	0	0%	Yes (2015)	No
Cities Total	1,685	37	2%	16 Yes	11 Yes
County of San Mateo	709	220	31%	Yes (2012)	Yes

* Year shown is date of document that references electric vehicles, if any

Combined, about two percent of the 20 municipalities' fleet vehicles are electric vehicles. By contrast, electric vehicles comprise approximately 31 percent of the total County of San Mateo government fleet.

As noted in Table 1, eleven of the cities and the County have as part of their CAP a section pertaining to converting their government fleets to fuel efficient vehicles (hybrid, electric, alternative fuel). These cities are: Atherton, Belmont, Brisbane, Burlingame, East Palo Alto, Foster City, Menlo Park, Pacifica, Redwood City, San Carlos, and San Mateo. Five cities

(Colma, Daly City, Hillsborough, South San Francisco, and Woodside) have CAPs that do not discuss conversion of fleet vehicles, to fuel-efficient vehicles and four cities (Half Moon Bay, Millbrae, Portola Valley, and San Bruno) have no Climate Action Plan.

In reviewing the cities' and County's CAPs as related to the conversion of fleet vehicles to electric vehicles, the Grand Jury finds that those cities, and the County, that include this discussion in their CAP vary in the strength of their approach. As noted above, the County already had a Fuel Efficient County Vehicle Purchasing Policy prior to developing their CAP, and this is emphasized in their document. Four of the cities (Atherton, Belmont, Burlingame, and Pacifica) describe policies to prioritize purchase of electric and alternative fuel vehicles, sometimes referred as a Sustainable Purchasing Policy, which are proposed for adoption by the city governments.

For the remaining seven cities, the wording in the CAPs propose specific actions rather than an overall policy. The CAPs of the cities of Brisbane and East Palo Alto suggest that their cities participate in a car-sharing program that has electric vehicles. The CAP from Menlo Park says that “one or several neighborhood electric vehicles could be purchased or leased.”¹³ The CAPs from Foster City and San Mateo call for the cities to replace gasoline powered vehicles or conventional hybrids with low emissions vehicles, “as available and cost effective”.¹⁴ The 2009 CAP from San Carlos is specific about the number of vehicles to be replaced by 2020 stating that, “The City has approximately 18 vehicles between the Public Works, Parks and Recreation, and Building Departments that have the possibility of being replaced in the future with alternative fuel or hybrid technology.”¹⁵ And the CAP from Redwood City mentions that by 2013, 83 percent of all City sedans in Redwood City were hybrids and the Parks and Police Departments had three fully electric vehicles. Of particular note, the action recommended in Redwood City is headed, “Lead by Example – promote fuel-efficient and alternative fuel vehicles in the community by using the City’s fleet as an example.”¹⁶

As described above, there is a wide variation among local jurisdictions in San Mateo County in terms of their government fleet electric vehicle procurement policies. In this report, the Grand Jury has not investigated the reasons why local jurisdictions have adopted their specific policies, or no policy.

It should be noted that some CAPs were drafted and adopted prior to 2010, when electric vehicles were not widely available, some have been reviewed and revised since 2015, one city is currently working on an updated CAP, and one city has a draft 2030 plan.

¹³ City of Menlo Park, Climate Action Plan Update and Status Report, 2009

<http://worldcat.org/arcviewer/7/CBG/2013/04/17/H1366238244214/viewer/file1.pdf>

¹⁴ City of San Mateo, Climate Action Plan, April 2015.

<https://www.cityofsanmateo.org/DocumentCenter/View/65426/San-Mateo-CAP---Adopted?bidId>

¹⁵ City of San Carlos, Climate Action Plan, October 12, 2009

<https://www.cityofsancarlos.org/government/departments/city-manager-s-office-communications/responsible-environment/climate-action-plan>

¹⁶ City of Redwood City Community Climate Action Plan https://www.ca-ilg.org/sites/main/files/file-attachments/redwood_city_community_climate_action_plan.pdf

Sources of Financial and Technical Assistance

In October 2018, the San Mateo County Office of Sustainability received a grant for one year from Peninsula Clean Energy to develop a *Roadmap for Municipal Green Fleets*.¹⁷ This is a clean fuel toolkit to assist local governments in replacing traditional gas powered fleets with electric fleet vehicles. This toolkit includes sources of technical assistance for local governments interested in strategic planning of their fleet electrification efforts.¹⁸ The grant includes funding to support up to four cities initially in utilizing the toolkit through December 2019.

The Office of Sustainability is currently soliciting feedback from cities on whether there is interest to adopt an EV First Policy.¹⁹ If there is interest from the city and County leadership, the Office of Sustainability will draft a policy based on the one adopted by the City and County of San Francisco in 2017. San Francisco's EV First policy "requires that any new passenger vehicle procured for the City fleet be a Zero Emission Vehicle, absent a waiver, and that all passenger vehicles in the City fleet be Zero Emission Vehicles by December 31, 2022; and to encourage selection of Zero Emission Vehicles in other vehicle classes as technology improves."²⁰

On September 11, 2018, the *Climate Mayors EV Purchasing Collaborative* was launched. Cities from around the U.S. announced a large-scale commitment to electrify their municipal fleets. One founder stated, "This process allows the coordination of a highly competitive contract aimed at saving your fleet time and money by combining the buying power of more than 50,000 government, education, and non-profit organizations. The vehicles in your fleet need to meet the use needs of your company and staff, and the Cooperative EV Purchasing Collaborative is designed with products and services to fit your needs."²¹

"The Collaborative represents unprecedented cooperation among Climate Mayors cities across the country to leverage their collective buying power and accelerate the conversion of public fleets to [electric vehicles]...It is a turnkey, one-stop, online procurement portal providing U.S. cities, counties, [and] state governments...equal access to competitively bid [electric vehicles] and charging infrastructure, innovative financing options, and best practices and other forms of expertise."²²

The California Air Resources Board (CARB) has the Clean Vehicle Rebate Project (CVRP) which is designed to promote the purchase of battery electric, plug-in hybrid electric, and other electric vehicles. Rebates of up to \$7,000 per light-duty vehicle are available for individuals, nonprofits, government entities, and business owners who purchase or lease an eligible vehicle. Public agencies are eligible for up to 30 vehicle rebates annually. Some fleets may qualify for

¹⁷ Peninsula Clean Energy Pilot Program, <https://www.peninsulacleanenergy.com/community-pilots/> Peninsula Clean Energy (PCE) is San Mateo County's official electricity provider. It awarded grants through its Community Pilot Program of up to \$75,000 each for six innovative local pilot projects to reduce greenhouse gas emissions.

¹⁸ Office of Sustainability, *Roadmap for Municipal Green Fleets*". <https://www.smcsustainability.org>

¹⁹ Grand Jury Correspondence with San Mateo County Office of Sustainability.

²⁰ City and County of San Francisco Ordinance #115-17.

(<https://sfgov.legistar.com/View.ashx?M=F&ID=5205705&GUID=5B001FFA-9629-43BC-B1EC-B348B76F8B29>)

²¹ "Commitment to Electrification", <https://driveevfleets.org/#>

²² Ibid.

increased incentives if located within a California disadvantaged community census tract.²³ Current rebate statistics are available on the website of the Center for Sustainable Energy (CSE).²⁴

Why Now is the Time to Convert Government Fleets to ZEVs

Even those cities whose Climate Action Plans include proposed electric vehicle fleet procurement policies have not fully implemented them (see Table 1, last column vs. # of Fleet Vehicles). San Carlos, for example, has a strong and specific policy but has purchased no electric vehicles. In this report, the Grand Jury has not investigated the specific reasons each city may have for not implementing electric vehicle procurement policies. The following section reviews the general obstacles that local governments have encountered in the past and their current status in 2019.

“The California Air Resources Board first adopted the ZEV mandate in 1990 as part of the Low-Emission Vehicle regulation... whose goals were to accelerate industry investment in ZEV technology, discourage industry procrastination, establish initial supply chains, and signal to the many related companies and governments that they should be engaging sooner and more deeply with the transition to ZEVs.”²⁵ This was 18 years before the first commercially successful ZEV was sold to the public.^{26,27}

In 2013, the National Research Council identified the main obstacles to public adoption of ZEVs as:

- Lack of Customer Knowledge about ZEVs,
- High Purchase Price,
- Limited Driving Range,
- Limited Model Choice,
- Lack of Dealer/Mechanic Knowledge about ZEVs,
- Lack of Charging Infrastructure,
- Lack of Standardization of Charging Infrastructure, and
- Lack of Access to 100 percent Renewable Electricity.²⁸

Since 2013, many of these obstacles have been greatly reduced. Several more ZEV models have been introduced to the market and costs have come down to a large extent due to a significant

²³ According to Get Healthy San Mateo County, November 2017 Newsletter, “Implications of the Planning for Healthy Communities Act for San Mateo County”, portions of East Palo Alto, Redwood City, South San Francisco, Millbrae, San Bruno and unincorporated North Fair Oaks are “disadvantaged community census tracts.”
<https://www.gethealthysmc.org/newsletter/november-2017-newsletter>

²⁴ [CVRP Rebate Statistics Webpage](#)

²⁵ Scott Hardman, et al., “Driving the Market for Plug-in Vehicles: Understanding ZEV Mandates”.

<https://phev.ucdavis.edu/wp-content/uploads/zev-mandates-policy-guide.pdf>

²⁶ U.S. Department of Energy, “The History of the Electric Car”, September 2014.

<https://www.energy.gov/articles/history-electric-car>

²⁷ Tesla website, “About Tesla”, <https://www.tesla.com/about>

²⁸ National Research Council, “Overcoming Barriers to Electric-Vehicle Deployment”, 2013.

<http://gabrielse.physics.harvard.edu/gabrielse/papers/2013/OvercomingBarriersToElectricVehicleDeployment.pdf>

drop in battery prices.²⁹ In San Mateo County, both Pacific Gas & Electric and Peninsula Clean Energy both offer 100 percent renewable electricity plans.^{30,31}

“Most modern chargers and vehicles have a standard connector and receptacle, called the SAE J1772. Any vehicle with this plug receptacle can use any Level 1 [120 volt AC] or Level 2 [240 volt AC] EVSE. All major vehicle and charging system manufacturers support this standard.”³² And recently, “SAE International, an engineering standards-setting organization, has passed a standard for fast charging that adds high-voltage DC power contact pins to the SAE J1772 connector,”³³ so standardization of charging infrastructure should soon no longer be a concern.

As with individuals who purchase ZEVs, city and county governments will need to install charging infrastructure for their fleets. The cost of installing a charging facility ranges widely depending on the number of charging ports, the level of the charger, whether the units are networked for monitoring and/or billing purposes, and the proximity to existing electrical infrastructure.³⁴ However, in considering the useful range of their ZEVs, cities in San Mateo County should also take into account that there are currently 1,645 public charging stations in San Mateo County that could be used by government vehicles if they are in danger of running out of power before being able to return to their base charging location.³⁵

Even with all of these advances, in January 2019 Forbes Magazine listed the four lingering obstacles that purchasers of ZEVs, both public and private, contend with as perceived cost, range anxiety, driver understanding, and dealer understanding.³⁶ Driver and dealer understanding of ZEVs will come with greater education of the public, and the Grand Jury hopes that this report will contribute to that education. Retraining of mechanics to work on ZEVs is also a consideration, especially for government employees. However, according to the San Mateo County Department of Public Works, “This doesn’t present a problem and...mechanics are being trained on servicing of the EVs.”³⁷

“By a margin, the largest reason that consumers have avoided purchasing an electric car is range anxiety. That is, 58 percent of drivers are afraid that they will run out of power before being able

²⁹ Supra, Note 26

³⁰ Pacific Gas & Electric website, “Solar Choice program costs”. https://www.pge.com/en_US/residential/solar-and-vehicles/options/solar/solar-choice/rate-calculator.page

³¹ Peninsula Clean Energy website, “Where PCE’s Power Comes From”. <https://www.peninsulacleanenergy.com/energy-sources/>

³² U.S. Department of Energy, Office of Energy Efficiency and Renewable Energy, “Vehicle Charging”. <https://www.energy.gov/eere/electricvehicles/vehicle-charging>

³³ Ibid.

³⁴ New York State Energy Research and Development Authority, “Charging Station Installation Analysis: Tompkins County Plug-in Electric Vehicle Infrastructure Plan”, February 2017. <http://tompkinscountyny.gov/files2/itctc/projects/EV/Tompkins%20EVSE%20Installation%20Analysis%20FINAL.pdf>

³⁵ San Mateo County Datahub, “Electrical Vehicle Charging Stations”.

<https://datahub.smcgov.org/Transportation/Electric-Vehicle-Charging-Stations/k4h3-yhwc>

³⁶ Jeff McMahan, “The 4 Lingerin Obstacles To Electric Vehicle Adoption (And What Might Overcome Them)”, Forbes, January 27, 2019. <https://www.forbes.com/sites/jeffmcmahan/2019/01/27/the-4-lingerin-obstacles-to-electric-vehicle-adoption-and-what-might-overcome-them/#2224ba695c54>

³⁷ Grand Jury communication.

to charge their vehicle, while another 49 percent fear the low availability of charging stations.”³⁸ In considering whether and when to convert government fleets in San Mateo County, the Grand Jury directs attention to the large number of public charging stations in the County mentioned above.

For all of the advances in technology, education, and infrastructure availability, a consistent theme in the CAPs and literature reviewed by the Grand Jury is the perceived cost of ZEVs versus 100 percent fossil-fueled cars and the importance of feasibility and cost effectiveness.

Choosing a ZEV over a conventional, internal combustion engine (ICE) vehicle can result in significant long term savings. ZEVs “cost less than half as much to operate as gas powered cars.”³⁹ “The average cost to operate a ZEV in the US is \$485 a year while the average for a gasoline powered vehicle is \$1,117.”⁴⁰

The average price for a gallon of gasoline in California is \$3.95 (May 2019). The average cost for electricity per gallon equivalent during the daytime is \$1.80.⁴¹ Fueling electric vehicles at night (off peak) would cost even less.^{42,43}

Maintenance cost for ZEVs is also lower because they have “fewer moving parts, no exhaust system, less need for cooling, less abrasive braking options and no need to change engine oil, coolant, transmission fluids, air filters, timing belts, head gaskets, cylinder heads and spark plugs.”⁴⁴ The largest maintenance expense of a ZEV is the battery pack.⁴⁵ ZEV batteries are drained and recharged constantly but some manufacturers will cover replacement with a battery warranty (such as for the Nissan Leaf, Chevrolet Bolt, and Tesla Model S).⁴⁶

In order to show how all of these factors result in a one-to-one cost comparison, an example lifecycle cost analysis of a ZEV as compared to a comparable internal combustion engine vehicle of the size used by the County of San Mateo is provided in Table 2. This analysis is based on a calculation available on the website of PG&E, but the values have been modified to reflect the rates and conditions that would be experienced by governments in San Mateo County.⁴⁷ For

³⁸ Rob Stumpf, “Americans Cite Range Anxiety, Cost as Largest Barriers for New EV Purchases: Study”, The Drive, February 26, 2019. <https://www.thedrive.com/news/26637/americans-cite-range-anxiety-cost-as-largest-barriers-for-new-ev-purchases-study>

³⁹ University of Michigan’s Transportation Research Institute 2018 Study Report No. SWT-2018-1.

⁴⁰ Ibid.

⁴¹ “egallon: What it is and Why it is Important” Department of Energy’s egallon. www.energy.gov

⁴² Ibid.

⁴³ Note egallon and miles per gallon (MPGe) is a measurement of the cost to drive a comparable vehicle the same distance you could go on a gallon of gasoline. MPGe is a measurement of how efficiently a vehicle uses energy based on the number of British Thermal Units (BTUs) in the fuel.

⁴⁴ Jeff McMahon, “Electric Vehicle Cost Less Than Half as Much to Drive”, Forbes, January 14, 2018. <https://www.forbes.com/sites/jeffmcmahon/2018/01/14/electric-vehicles-cost-less-than-half-as-much-to-drive/#45d1708e3f97>

⁴⁵ Ibid.

⁴⁶ “Costs and Benefits of Electric Cars vs. Conventional Vehicles”, November 15, 2018 <https://www.energysage.com/electric-vehicles/buyers-guide/battery-life-for-top-evs/>

⁴⁷ Pacific Gas & Electric Company, “Welcome to the EV Savings Calculator”. <https://ev.pge.com/>

purposes of this calculation, it is assumed that the vehicles would be driven 20,000 miles per year and resold after 100,000 miles (five years).

This analysis shows that with rebates currently in place, the total life cycle cost over five years for a ZEV is up to \$5,000 less than that of a comparable ICE driven car, and that even if the electricity cost were to double or the rebate was not available the total cost would still be less than that of the ICE car. Cities are encouraged to perform their own analyses. Therefore, the Grand Jury believes that now is the time to convert government fleets to ZEVs.

Table 2
5-Year (100,000 Mile) Life Cycle Cost Comparison of
Chevrolet Bolt ZEV to Toyota Camry ICE XLE/XSE

Description	2019		Comments
	Chevrolet Bolt EV	2019 Toyota Camry XLE	
Summary of Results			
Vehicle Purchase/Resale	\$22,676	\$20,058	Vehicle MSRP * (1 + Sales Tax) - Rebate - (Resale Value Percent * MSRP)
Total Electricity Cost	\$5,040	NA	Electricity Cost * Electricity Use * Mi/Yr * Number of Years
Total Gasoline Cost	NA	\$11,618	<u>Gasoline Cost * Mi/Yr * Number of Years</u> MPG
Total Maintenance Cost	\$3,174	\$5,749	Maint. Cost per Mile * (1 - EV Cost Reduction) * Mi/Yr * Number of Years
Total Insurance Cost	\$8,639	\$8,288	Insurance Cost per Year * Number of Years
TOTAL 5-Yr Cost	\$39,529	\$45,712	

Description	2019		Comments
	Chevrolet Bolt EV	2019 Toyota Camry XLE	
Input Parameters			
Seats	5	5	Manufacturer Specification
Passenger Volume (cu.ft.)	94	100	Manufacturer Specification
Interior Cargo Volume (cu.ft.)	16.9	14.1	Manufacturer Specification
Type	Mid-Size	Mid-Size	Passenger+Cargo Volume 110 to 119 cu.ft. ⁴⁸
MSRP	\$36,620	\$29,175	Manufacturer's Suggested Retail Price
CARB EV Rebate	\$2,500	NA	California Air Resource Board ⁴⁹

⁴⁸ U.S. Department of Energy, Office of Energy Efficiency and Renewable Energy , “How are Vehicle Size Classes Defined”. <https://www.fueleconomy.gov/feg/info.shtml#size-class>

⁴⁹ California Environmental Protection Agency, Air Resources Board, Clean Vehicle Rebate Project, “For Public Fleets”. <https://cleanvehiclerebate.org/eng/fleet>

Table 2 (continued)

2019

Chevrolet Bolt EV 2019 Toyota Camry XLE

Description	Chevrolet Bolt EV	2019 Toyota Camry XLE	Comments
Input Parameters (cont.)			
Electricity Cost (\$/kWh)	\$0.18	NA	E-19 SV Rate from PCE, 100% ECO ⁵⁰
Electricity Use (kWh/mile)	0.28	NA	EPA Efficiency Rating ⁵¹
Gasoline Cost (\$/gal)	NA	\$3.95	AAA, CA avg. for May 2019 ⁵²
Miles per Gallon (MPG)	NA	34	EPA Rating ⁵³
Maint. Cost per Mile	\$0.0599	\$0.0575	Exponential cost curve based on MSRP of \$37,000 and a base rate of \$0.06/mi ⁵⁴
Insurance Cost per Year	\$1,728	\$1,658	Exponential cost curve based on MSRP of \$37,000 and a base rate of \$1,731/yr ⁵⁵
EV Maint. Cost Reduction	47%	NA	2 ^o Institute Report ⁵⁶
Number of Years	5	5	Assumed for analysis
Miles Driven per Year	20,000	20,000	Assumed for analysis
Sales Tax (%)	8.75%	8.75%	San Mateo County ⁵⁷
Resale Value @ 100,000 mi	40%	40%	CarFax ^{58,59}

⁵⁰ Pacific Gas & Electric Company, “PG&E – Peninsula Clean Energy Joint Rate Comparisons”.
https://www.pge.com/pge_global/common/pdfs/customer-service/other-services/alternative-energy-providers/community-choice-aggregation/pce_rateclasscomparison.pdf

⁵¹ U.S. Department of Energy, Office of Energy Efficiency and Renewable Energy , “Find and Compare Cars”.
<https://www.fueleconomy.gov/feg/noframes/40520.shtml>

⁵² AAA, “Gas Prices”. <https://gasprices.aaa.com/state-gas-price-averages/>

⁵³ U.S. Department of Energy, Office of Energy Efficiency and Renewable Energy , “Compare Side-by-Side”.
<https://www.fueleconomy.gov/feg/Find.do?action=sbs&id=40609>

⁵⁴ Supra, Note 46 – Equation is Cost per mile = 0.06 * (MSRP/37000)^{0.1799}.

⁵⁵ Supra, Note 46 – Equation is Cost per year = 1731 * (MSRP/37000)^{0.1825}.

⁵⁶ Ryan Logtenberg, et al., 2^o Institute, “Comparing Fuel and Maintenance Costs of Electric and Gas Powered Vehicles in Canada”, September 2018.
https://www.2degreesinstitute.org/reports/comparing_fuel_and_maintenance_costs_of_electric_and_gas_powered_vehicles_in_canada.pdf

⁵⁷ California Department of Tax and Fee Administration, “California Sales and Use Tax Rates by County and City”, April 1, 2019. <https://www.cdtfa.ca.gov/formspubs/cdtfa95.pdf>

⁵⁸ Charles Krome, “Car Depreciation: How Much Value Will a New Car Lose?”, Carfax, November 9, 2018.
<https://www.carfax.com/blog/car-depreciation>

⁵⁹ Depreciation is an important factor in this analysis as is it difficult to predict the demand for used cars in the future. See Edmunds, “Edmunds Report Reveals a Car With 100,000 Miles Is More Valuable Than Shoppers Think”, November 13, 2017. <https://www.edmunds.com/about/press/edmunds-report-reveals-a-car-with-100000-miles-is-more-valuable-than-shoppers-think.html>

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
- 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
- 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
- F4. As of December 2018, in the City of Millbrae approximately seven percent of the city fleet is electric vehicles.
- 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
- 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.
- F7. San Mateo County has 709 fleet vehicles. Of those, 218 are Enhanced AT PZEVs and two are ZEVs (approximately 31 percent).

- 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
- 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.
- 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.
- 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.

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.
- 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.

- 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.
- 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.

REQUEST FOR RESPONSES

Pursuant to penal Code section 933.05, the Grand Jury requests responses from the City Councils of the following cities in San Mateo County:

- Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, Woodside.
- The San Mateo County Board of Supervisors

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted subject to the notice, agenda, and open meeting requirements of the Brown Act.

METHODOLOGY

- The Grand Jury sent a survey/questionnaire to all the cities in San Mateo County. The same survey was sent to the County.
- The Grand Jury interviewed representatives from The Office of Sustainability, C/CAG, The County Department of Public Works and non- profit electric vehicles organizations.
- The Grand Jury attended city sponsored Electric Vehicle Workshops, the Sustainable San Mateo County Indicators forum, a seminar on The Future of Transportation: Clean Energy & Transformation presented by Peninsula Family Service Thought Leader Series, and the San Francisco Global Climate Change Summit.
- The Grand Jury conducted research using over forty-five internet sites and newspaper articles pertaining to electric vehicles, government agencies dealing with electric vehicles and greenhouse gas reduction in the transportation sector.

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APPENDIX A

Civil Grand Jury Survey

The following is the text of the survey that was sent to the County and each of the cities.

[Name of addressee]

[Address]

Re: Request for documents from San Mateo County 2018-19 Civil Grand Jury

Dear _____:

In connection with an investigation being conducted by the San Mateo County 2018-19 Civil Grand Jury, we are interested in responses to the following questions:

The number of Electric Vehicle charging stations your municipality has installed for government use

The number of EV charging stations your city has installed for public use

The number of vehicles in your cities fleet

How many of those vehicles are electric?

Does your city have a Climate Action Plan?

If so does that plan include the reduction of Green House Gas emissions through eliminating fossil fuel driven vehicles and adopting the use of Electric vehicles for government employees?

We would appreciate it if you could provide your answers to us within the next seven days. If any of the requests are unclear, or unduly burdensome to respond to, or if you need additional time to gather responsive documents, please let me know and we will be happy to clarify and/or work with you to make the request more manageable.

As you may be aware, under California law, all matters relating to the Grand Jury's work including the nature or subject of any inquiries it makes and its requests for documents, are to be treated as confidential by you and not disclosed except as directed by a court of law. You are, of course, free to engage the assistance of other personnel in your office to gather information responsive to our requests, but we ask that, except to the extent absolutely necessary, you not disclose this letter or the fact that the documents are being gathered in response to a Grand Jury request. Any violation of your statutory confidentiality obligation is punishable as contempt of court.

Thank you so much for your help.

Very Truly Yours,

Issued: August 12, 2019



County of San Mateo

Inter-Departmental Correspondence

APPROVED BY
BOARD OF SUPERVISORS

NOV 05 2019

CLERK OF BOARD
BY *Sukhmani P.* DEPUTY

Department: COUNTY MANAGER
File #: 19-1047

Board Meeting Date: 11/5/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Manager
Subject: Board of Supervisors' Response to the 2018-2019 Civil Grand Jury Report, "Electric Vehicle Adoption in the Cities and the County of San Mateo"

RECOMMENDATION:

Approve the Board of Supervisors' response to the 2018-2019 Civil Grand Jury Report, "Electric Vehicle Adoption in the Cities and the County of San Mateo."

BACKGROUND:

On August 12, 2019, the 2018-2019 San Mateo County Civil Grand Jury issued a report titled "Electric Vehicle Adoption in the Cities and the County of San Mateo." The Board of Supervisors is required to submit comments on the findings and recommendations pertaining to the matters over which it has some decision-making authority within 90 days. The Board's response to the report is due to the Honorable Donald J. Ayooob no later than November 12, 2019.

DISCUSSION:

The Grand Jury made eleven findings and four recommendations in its report. The Board responses follow each finding and the three recommendations that the Grand Jury requested that the Board respond to within 90 days.

FINDINGS

Finding 1:

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:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 2:

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:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 3:

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:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 4:

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

Response:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 5:

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:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 6:

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:

Neither agree or disagree. San Mateo County is an independent entity from the cities within the County and is unable to validate the fleet characteristics of the cities within the County.

Finding 7:

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

Response:

Partially agree. Of the 709 fleet vehicles 216 are AT PZEVs and two are ZEVs.

Finding 8:

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:

Neither agree or disagree with regard to the cities. San Mateo County is an independent entity from the cities within the County and is unable to validate the contents of cities' Climate Action Plans. Agree with regard to the County. The County's Government Operations Climate Action Plan adopted in September of 2012 contains guidelines for the purchase of fuel efficient, low emission vehicles.

Finding 9:

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: Agree

Finding 10:

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: Agree

Finding 11:

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: Agree

RECOMMENDATIONS

Recommendation 1:

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:

See Response to Finding 1 regarding cities within the County of San Mateo. The County itself is in the process of reviewing its capacity to perform the requested analysis. We expect to be able to initiate a study this fall with results of the analysis anticipated by March 31, 2020.

Recommendation 2:

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:

See Response to Finding 1 regarding cities within the County of San Mateo. The recommendation has not yet been implemented at the County but is anticipated to be implemented by March 31, 2020.

Recommendation 3:

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:

See Response to Finding 1 regarding cities within the County of San Mateo. The recommendation has been implemented for County fleet operations. The Office of Sustainability and Department of Public Works coordinate on a regular basis on available funding opportunities for vehicles and chargers. The Department of Public Works received funding through this grant to purchase a plug-in hybrid electric vehicle for Sheriff's activities.

Recommendation 4:

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:

See Response to Finding 1 regarding cities within the County of San Mateo. The recommendation will be implemented. Furthermore, the County will continue to explore all opportunities available regarding all future EV purchases at the lowest price, including the Mayors EV Purchasing Collaborative.



**Town of Atherton
Office of the Mayor
150 Watkins Avenue
Atherton, California 94027
Phone: (650) 752-0500
Fax: (650) 614-1212**

September 19, 2019

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

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

Honorable Judge Ayob –

Thank you for the opportunity to review and comment on the above referenced Grand Jury Report filed on August 12, 2019. The Town of Atherton’s response to both the findings and recommendations are listed below.

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
- Hillborough
- San Bruno
- San Carlos
- South San Francisco
- Woodside

Response to F1: The respondent disagrees partially with this finding. While the Town does not have electric vehicles as defined by the Grand Jury Report (plug-in electric vehicles), the Town does have two Toyota Camry hybrid vehicles, one of which is an unmarked police vehicle, and the other a non-police vehicle. These are considered AT PZEVs but not *Enhanced* AT PZEVs.

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 to F2: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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 to F3: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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

Response to F4: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

F5. As of December of 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 to F5: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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 to F6: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the can agree with the finding.

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

Response to F7: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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 to F8: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding. The Town has an adopted Climate Action Plan and includes the following Greenhouse gas (GHG) reduction measure in support of this finding:

TRM1. Efficient fleet policy Prioritize purchase of electric vehicles and other alternative fuel vehicles where it meets operational requirement of the Police Department. Encourage staff to drive minimally and efficiently, where feasible and need dependent.

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 to F9: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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 to F10: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the can agree with the 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 to F11: Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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 included 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 public meeting on or before December 31, 2019.

Response to R1: The Town will conduct a review of its government fleet procurement policy relating to electric vehicles and present a report to the City Council at a public meeting by 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 implantation 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 to R2: The Town will conduct an analysis of the obstacles to the implementation of an EV government fleet procurement policy and present a report to the City Council at a public meeting by 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 to R3: The Town of Atherton has reviewed the, “Roadmap for Municipal Green Fleets” toolkit” from the San Mateo County Office of Sustainability. We understand that the Green Municipal Fleet Toolkit is flexible and can be catered to the needs of our municipality. The Town will take the roadmap under advisement and review EV opportunities, while ensuring our fleet’s needs are met. The Town will review its own Town Purchasing Policy for compliance with its purchasing needs.

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 to R4: The Town has investigated but has not taken part in efforts in the “Climate Mayors EV Purchasing Collaborative.”

This response to the Grand Jury was considered by the City Council at a public meeting on September 18, 2019. Should you have any questions concerning this response, please contact City Manager George Rodericks at (650) 752-0504.

Respectfully,



William R. Widmer
Mayor, Town of Atherton



City of Belmont

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(650) 595-7408 • Fax (650) 637-2982
www.belmont.gov

City Manager
Afshin Oskoui

October 30, 2019

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

RE: Response to Grand Jury Report "Electric Vehicle Adoption in the Cities and County of San Mateo"

Dear Judge Ayoob:

Thank you for the opportunity to respond to the Grand Jury report "Electric Vehicle Adoption in the Cities and County of San Mateo". The City of Belmont's required responses which were approved by the City Council on October 22, 2019 are listed below.

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
- 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

- F3. As of December 2018, in three of the twenty cities in the San Mateo County approximately three percent of the city fleet are electric vehicles. These are:
- Pacifica
 - Redwood City
 - San Mateo
- F4. As of December 2018, in the City of Millbrae approximately seven percent of the city fleet is electric vehicles.
- F5. As of December 2018, in two of twenty cities in San Mateo County approximately ten percent of the city fleet are electric vehicles. These are:
- Brisbane
 - Menlo Park
- 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.
- F7. San Mateo County has 709 fleet vehicles. Of those, 218 are Enhanced AT PZEVs and two are ZEVs (approximately 31 percent).
- 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
- 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.
- 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.

- 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.

City of Belmont Responses to Findings F1-F11:

The City of Belmont agrees with the Grand Jury Findings, although in some cases it lacks the data to confirm the findings.

Grand Jury Recommendations requiring City of Belmont response (City to take action by March 31, 2020):

- 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.
- 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.

City of Belmont Response to Recommendations R1 and R2:

The City of Belmont's Climate Action Plan adopted in 2017 calls for the City to prioritize the purchase of efficient vehicles and alternative fuel vehicles. The City implemented a practice to review the fleet replacement schedule on a yearly basis and evaluate whether a commercially available electric vehicle is available to meet the needs for the replacement vehicle. The City's latest review calls for the purchase of 2 hybrid vehicle replacements in the current fiscal year and the purchase of six electrical vehicle replacements in fiscal year 2021.

City staff will present their review to the City Council along with a discussion of any obstacles to implementing an electric vehicle and hybrid vehicle fleet by December 31, 2019.

Grand Jury Recommendations requiring City of Belmont response (City to take action by September 30, 2019):

- R3. By September 30, 2019, the County of San Mateo Department of Public Works and each city within the county should review the "Roadmap of Municipal Green Fleets" toolkit from the County of San Mateo Office of Sustainability, including the information on the possibility of adopting an EV First Policy.
- R4. By September 30, 2019, the County of San Mateo and each city within the county, if they have already initiated such a process, should investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

City of Belmont Response to Recommendations R1 and R2:

The City has reviewed the "Roadmap of Municipal Green Fleets" toolkit from the County of San Mateo Office of Sustainability and the information from the Climate Mayors EV Purchasing Collaborative. The City will continue to explore opportunities to implement electric vehicles in a cost-effective manner.

Sincerely,



Afshin Oskoui
City Manager

Cc: City Council, Belmont Public Works



November 8, 2019

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

Subject: Response to 2018-2019 Grand Jury 8/12/19 report, "Electric Vehicle Adoption in the Cities and County of San Mateo"

Dear Judge Ayooob,

Thank you for the opportunity to review and comment on the findings of the Grand Jury. This letter serves as the City of Brisbane's response to the findings and recommendations found therein. Please note the Brisbane City Council approved this report at its November 7, 2019 meeting.

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

CITY RESPONSE TO FINDING 1

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

- 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

CITY RESPONSE TO FINDING 2

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

- 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

CITY RESPONSE TO FINDING 3

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

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

CITY RESPONSE TO FINDING 4

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

- 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

CITY RESPONSE TO FINDING 5

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury and knowledge of our own fleet, we concur with this finding.

- 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.

CITY RESPONSE TO FINDING 6

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

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

CITY RESPONSE TO FINDING 7

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

- 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

CITY RESPONSE TO FINDING 8

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury and knowledge of our own Climate Action Plan, we concur 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.

CITY RESPONSE TO FINDING 9

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur 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.

CITY RESPONSE TO FINDING 10

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur 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.

CITY RESPONSE TO FINDING 11

The city has not conducted its own independent research on this matter, but based on the research completed by the Grand Jury, we concur with this finding.

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.

CITY RESPONSE TO RECOMMENDATION 1

No such review has been conducted to date. However, the City [adopted an updated Procurement Policy](#) on March 7, 2019 which has a preference for sustainable purchases, encourages decision-making based on a life cycle analysis, and includes a Sustainable Purchasing Guide Appendix. In addition, a city staff Green Team launched in late September 2019 and identified electric vehicles for the city fleet as a high priority project. An EV subcommittee is forming and will undertake the recommended review, which will be presented at a public meeting in Q1 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.

CITY RESPONSE TO RECOMMENDATION 2

No such review has been conducted to date. The Green Team EV Subcommittee identified above will include an analysis of obstacles in their review and report noted in R1.

- 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.

CITY RESPONSE TO RECOMMENDATION 3

City sustainability staff has performed a preliminary review of the toolkit, submitted an Interest Form for technical support from the County Office of Sustainability, and will share the toolkit resources with the Green Team EV

Subcommittee. The subcommittee will consider the possibility of adopting an EV First Policy alongside the review in R1.

- 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.

CITY RESPONSE TO RECOMMENDATION 4

City sustainability staff is aware of the Climate Mayors EV Purchasing Collaborative and has regularly participated in monthly Climate Mayors conference calls. Staff's understanding is that, at this time, the available vehicles are passenger vehicles which are limited in number in the city's fleet and not due for replacement. The City will continue to track the availability of appropriate vehicles in the program and consider joining as deemed warranted.

Please call me at (415) 508-2131 if there are any questions regarding this matter.

Very truly yours,



Randy L. Breault, P.E.
Director of Public Works/City Engineer

Cc: Brisbane City Clerk
Grand Jury website (sent via email to grandjury@sanmateocourt.org)



DONNA COLSON, MAYOR
EMILY BEACH, VICE MAYOR
ANN KEIGHRAN
RICARDO ORTIZ
MICHAEL BROWNRIGG

The City of Burlingame

CITY HALL -- 501 PRIMROSE ROAD
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October 21, 2019

Honorable Donald J Ayoob
Judge of the Superior Court
C/o Charlene Kresevich
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

Subject: City of Burlingame Response to San Mateo County Grand Jury Report "Electrical Vehicle Adoption in the Cities and County of San Mateo"

Dear Judge Ayoob:

Thank you for the opportunity to review and comment on the above referenced Grand Jury report filed on August 12, 2019. After reviewing the Grand Jury Report and all available data pertaining to our community, the following are the City of Burlingame's responses to the Grand Jury's 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: The City has no basis on which to agree or disagree with this finding as it has no knowledge about other cities' fleets.

- 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: The City of Burlingame agrees with this finding with respect to the City of Burlingame.

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 has no basis on which to agree or disagree with this finding as it has no knowledge about other cities' fleets.

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

Response: The City has no basis on which to agree or disagree with this finding as it has no knowledge about other cities' fleets.

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: The City has no basis on which to agree or disagree with this finding as it has no knowledge about other cities' fleets.

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: The City has no basis on which to agree or disagree with this finding as it has no knowledge about other cities' fleets.

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

Response: The City has no basis on which to agree or disagree with this finding as it has no knowledge about the County's fleet.

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 Burlingame agrees with this finding with respect to the City of Burlingame.

- F9. The 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 Burlingame agrees with this finding with respect to the City of Burlingame.

- 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 Burlingame agrees with this finding with respect to the City of Burlingame.

- 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 Burlingame agrees with this finding with respect to the City of Burlingame.

The following are the City of Burlingame's responses to the Grand Jury's 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: The Burlingame City Council adopted a 2030 Climate Action Plan Update (CAP) on September 3, 2019. The CAP outlines the City's strategy to cut greenhouse gas emissions and includes a measure for electrifying the City's vehicle fleet. Measure 6, Electric Vehicle Infrastructure and Initiatives, commits the City to preparing an Electric Vehicle Strategy Plan that shall identify a strategy for electrifying the City's existing municipal vehicle fleet. The strategy will include an analysis of available electric vehicles in relation to the City's service and performance needs. The analysis will be completed by March 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: The City of Burlingame is committed to preparing an Electric Vehicle Strategy Plan to cut greenhouse gas

emissions and will work towards identifying a strategy for electrifying the City's existing municipal vehicle fleet. The strategy will explore an EV First Policy and/or other fleet procurement policy for electric vehicles. The analysis will be completed by March 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: The recommendation was implemented by the City of Burlingame. The Office of Sustainability received the City of Burlingame's Green Municipal Tool Kit on September 3, 2019. The City of Burlingame will coordinate with the County on the activities outlined in the "Roadmap for Green Municipal Fleets" as the City moves forward in preparing the EV Strategy Plan and an EV First Policy for the City's vehicle fleet.

- 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: The City joined the Climate Mayors EV Purchasing Collaborative in 2019. The Fleet Division took advantage of the purchasing collaborative to acquire the City's first PHEV. This vehicle is utilized by the Building Division in the City's Community Development Department.

The Burlingame City Council approved this response letter at its public meeting on October 21, 2019.

Sincerely,



Donna Colson
Mayor



TOWN OF COLMA

1198 El Camino Real • Colma, California • 94014-3212
Tel 650.997.8300 • Fax 650.997.8308

October 10, 2019

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

Re: Grand Jury Report: "Electric Vehicle Adoption in the Cities of San Mateo County"

Dear Judge Ayoob;

The City Council received the August 12, 2019 San Mateo Civil Grand Jury report titled, "Electric Vehicle Adoption in the Cities of San Mateo County."

The Town was requested to submit comments within 90 days and no later than November 12, 2019. The Town of Colma's response to the findings and recommendation are listed below.

The City Council of the Town of Colma has reviewed the findings and recommendations in the 2018-2019 Grand Jury Report and approved the following responses at the public meeting on October 23, 2019.

The Town agrees with findings F2, F3, F4, F5, F6, F7, F9, F10 and F11. The Town disagrees with findings F1 and F8 as discussed below:

F1: As of December 2018, eleven of the twenty cities in San Mateo County have no electric vehicles in their government fleets (including Colma).

Town Response: The Town disagrees wholly with this finding as the Town has one ZEV – A 2016 police motorcycle made by Zero Motorcycles Inc. and therefore has one electric vehicle in its fleet.

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). (List of Cities – not including Colma).

Town Response: The Town disagrees wholly with this finding as the Town of Colma 2013 Climate Action Plan includes the following policy:

Joanne F. del Rosario, Mayor
John Irish Goodwin, Vice Mayor
Raquel P. Gonzalez, Council Member • Diana Colvin, Council Member • Helen Fisicaro, Council Member
Brian Dossey, City Manager

“Develop and implement a Town Sustainability Policy that emphasizes purchase of recycled materials, energy efficient equipment (e.g. energy star certified), a fuel-efficient fleet. Include recycling at all Town events and use compostable materials or hardware/silverware, where feasible. Whenever possible, purchase fuel-efficient and low carbon vehicles. Maintain optimum fuel efficiency in existing fleet. Encourage businesses to follow the Town’s example.”

Immediately after adoption of the Climate Action Plan, the Town adopted a Sustainability Policy. This policy is codified in the Town’s Administrative Code. Section 1.15.080 states:

1.15.080 Converting to a Fuel Efficient Vehicle Fleet

When replacing Town fleet vehicles, the City Manager, Public Works Director or Police Chief will consider the purchase of fuel-efficient vehicles, provided the vehicle meets the performance standard needed for its purpose. When replacing vehicles, less-polluting alternatives such as compressed natural gas, bio-based fuels, hybrids, electric batteries or fuel cells types are considered (Further information is available at <http://www.Fueleconomy.gov/>)

The Town follows this policy for every vehicle purchase. The primary car used by administrative staff to attend meetings is a Ford Fusion Hybrid. The Town of Colma requests its addition to the list of cities that have policies for converting their fleets to fuel efficient vehicles.

Recommendation 1: By March 31, 2020 the County of San Mateo and each city within the county should conduct a review of its governments 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 a review within the last three years, then such review should be presented to a governing body at a public meeting on or before December 31, 2019.

Town Response:

The recommendation has not yet been implemented, but the Town will implement the recommendation and present a report at a public meeting before March 31, 2020.

Recommendation 2: 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 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.

Town Response:

The recommendation has not yet been implemented, but the Town will implement the recommendation and present a report at a public meeting before March 31, 2020.

Recommendation 3: 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.

Town Response:

The recommendation has been implemented. The Town reviewed the "Roadmap for Municipal Green Fleets" toolkit for the San Mateo County Office of Sustainability prior to September 30, 2019.

Recommendation 4: 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.

Town Response:

The recommendation has been implemented. The Town investigated joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing prior to September 30, 2019.

The Town appreciates the efforts of the Grand Jury. Please contact City Manager Brian Dossey should you require any additional information. He can be reached at (650) 997-8318 or brian.dossey@colma.ca.gov.

Sincerely,



Joanne F. del Rosario
Mayor



CITY OF DALY CITY

333 – 90TH STREET

DALY CITY, CA 94015-1895

PHONE: (650) 991-8000

November 12, 2019

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

Re: Electric Vehicle Adoption in the Cities and County of San Mateo

Dear Hon. Donald J. Ayoub:

We are in receipt of the Grand Jury's final report, "Electric Vehicle Adoption in the Cities and County of San Mateo." Please find the City of Daly City's responses to the findings and recommendations below. This response letter was approved by the City Council at a public meeting held on November 12, 2019.

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: The City agrees with the finding that Daly City has no EVs in the government fleet.

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 Daly City.

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: Not applicable to Daly City.

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

Response: Not applicable to Daly City.

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 Daly City.

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 Daly City.

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 Daly City.

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: Not applicable to Daly City.

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 agrees with the 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 agrees with the 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 agrees with the finding.

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, staff will conduct a review of the government fleet procurement policy relating to electric vehicles. The draft Climate Action Plan will most likely not be ready for presentation to the public by 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, staff will analyze and identify obstacles and challenges related to the implementation of an EV government fleet procurement policy. The findings will be included in the Climate Action Plan. The draft Climate Action Plan will most likely not be ready for presentation to the public by 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. City staff reviewed the "Roadmap for Municipal Green Fleets" toolkit.

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. City staff have already investigated the Climate Mayors EV Purchasing Collaborative and collaboration is ongoing with Climate Mayors. Daly City is a member of the Climate Mayors network.

The City of Daly City appreciates the opportunity to respond to the Grand Jury Report, "Electric Vehicle Adoption in the Cities and County of San Mateo."

Should the Grand Jury require additional information, please contact me directly at (650) 991-8127.

Sincerely,

A handwritten signature in cursive script that reads "Shawna Maltbie".

Shawna Maltbie
City Manager



Honorable Donald J. Ayoub
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

RE: Grand Jury Report: “Electric Vehicle Adoption in the Cities and County of San Mateo”

Dear Judge Ayoub:

The City Council of the City of East Palo Alto voted at its public meeting on October 1, 2019, to authorize this response to the San Mateo County Civil Grand Jury Report “Electric Vehicle Adoption in the Cities and County of San Mateo” released on August 12, 2019.

Response to Findings in the Grand Jury Report

Finding #1: As of December 2018, eleven of the twenty cities in San Mateo County have no electric vehicles in their government fleets.

Response to F1: The respondent agrees with the finding, with respect to the fact that the City of East Palo Alto does not have any electric vehicles in its fleet. The respondent cannot speak for the other agencies in the County.

Finding #2: As of December 2018, in two of the twenty cities in San Mateo County approximately one percent of the city fleet are electric vehicles.

Response to F2: The respondent agrees with the finding, with respect to the fact that the City of East Palo Alto does not have any electric vehicles in its fleet. The respondent cannot speak for the other agencies in the County.

Finding #3: As of December 2018, in three of the twenty cities in San Mateo County approximately three percent of the city fleet are electric vehicles.

Response to F3: The respondent agrees with the finding, with respect to the fact that the City of East Palo Alto does not have any electric vehicles in its fleet. The respondent cannot speak for the other agencies in the County.

Finding #4: As of December 2018, in the City of Millbrae approximately seven percent of the city fleet is electric vehicles.

Response to F4: The respondent disagrees wholly or partially with the finding. The respondent cannot speak for the other agencies in the County.

Finding #5: As of December 2018, in two of the twenty cities in San Mateo County approximately ten percent of the city fleet are electric vehicles.

Response to F5: The respondent agrees with the finding, with respect to the fact that the City of East Palo Alto does not have any electric vehicles in its fleet. The respondent cannot speak for the other agencies in the County.

Finding #6: As of December 2018, the Town of Portola Valley has covered two of its six city vehicles to electric vehicles, or approximately 33 percent.

Response to F6: The respondent disagrees wholly or partially with the finding. The respondent cannot speak for the other agencies in the County.

Finding #7: San Mateo County has 709 vehicles. Of those, 218 are Enhanced at PZEVs and two are ZEVs (approximately 31 percent).

Response to F7: The respondent disagrees wholly or partially with the finding. The respondent cannot speak for the other agencies in the County.

Finding #8: 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).

Response to F8: The respondent agrees with the finding, with respect to the City of East Palo Alto. The respondent cannot speak for the other agencies in the County.

Finding #9: 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 to F9: The respondent agrees with the finding.

Finding #10: 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 to F10: The respondent agrees with the finding.

Finding #11: 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 to F11: The respondent agrees with the finding.

Response to the Recommendations in the Grand Jury Report

Recommendation #1: 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 2019.

Response to R1: The recommendation has not yet been implemented, but will be implemented by the deadline of March 31, 2020.

Recommendation #2: 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 to R2: The recommendation has not yet been implemented, but will be implemented by the deadline of March 31, 2020.

Recommendation #3: 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 to R3: The recommendation has not yet been implemented, but will be implemented by November 1, 2019.

Recommendation #4: 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: The recommendation requires further analysis, including additional time to analyze the impact of joining the Climate Mayors EV Purchasing Collaborative. The recommendation will be implemented by March 31, 2020.

The City of East Palo Alto is committed to contributing to the County’s goals of combatting global warming and climate change by reducing the greenhouse gas emissions generated by our fleet vehicles.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Gauthier". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Lisa Gauthier
Mayor
City of East Palo Alto



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

October 22, 2019

Honorable Donald J. Ayoob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: Response from the City of Foster City to the San Mateo County Civil Grand Jury Report "Electric Vehicle Adoption in the Cities and County of San Mateo"

Honorable Donald J. Ayoob:

Thank you for the opportunity to review and comment on the above referenced Grand Jury Report issued on August 12, 2019. The City of Foster City's responses to both the findings and recommendations are listed below.

Responses 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 to F1:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

- 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 to F2:

The City of Foster City has no independent knowledge or information related to the finding associated with the City of Burlingame's fleet and agrees with it based on the representations in the Grand Jury's report. The finding related to the City of Foster City's fleet is accurate.

- 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 to F3:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

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

Response to F4:

The City of Foster has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

- 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 to F5:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

- 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 to F6:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

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

Response to F7:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

- 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 to F8:

The City of Foster City has no independent knowledge or information related to the finding associated with Atherton, Belmont, Brisbane, Burlingame, East Palo Alto, Menlo Park, Pacifica, Redwood City, San Carlos and San Mateo's Climate Action Plans and agrees with it based on the representations in the Grand Jury's report.

The City of Foster City agrees that the City of Foster City has an adopted Climate Action Plan that includes the following Greenhouse gas (GHG) reduction measures in support of this finding:

TM1. Implement a Fuel-efficient Fleet Policy - Prioritize the purchase of fuel-efficient vehicles and alternative fuel vehicles. Maintain existing vehicles for optimum mileage. Encourage staff to drive minimally and efficiently. Establish government operations idling policy.

TM2. Implement a Low-emissions Fleet Policy - Purchase new or convert existing government vehicles to low emissions vehicles.

- 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 to F9:

The City of Foster City agrees with this finding, relying on the Grand Jury's representation in their report.

- 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 to F10:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

- 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 to F11:

The City of Foster City has no independent knowledge or information related to the finding and agrees with it based on the representations in the Grand Jury's report.

Responses 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 to R1:

The City of Foster City will conduct a review of its government fleet procurement policy relating to electric vehicles and present a report 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 to R2:

The City of Foster City will 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 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 to R3:

The City of Foster City reviewed the "Roadmap for Municipal Green Fleets" toolkit from the San Mateo County Office of Sustainability prior to September 30, 2019. The City will take the roadmap under advisement and review EV opportunities, while ensuring its fleet's needs are met.

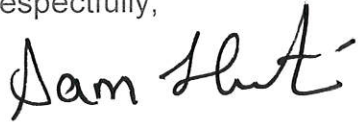
- R4. By September 30, 2019, the County of San Mateo and each city within the county, if they have not already initiated such a process, should investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Response to R4:

The City investigated the "Climate Mayors EV Purchasing Collaborative" prior to September 30, 2019.

Pursuant to Penal Code Section 933.05 and the Brown Act, this response was considered by the City Council at a public meeting on October 21, 2019. Should you have any questions concerning this response, please contact Parks and Recreation Director Jennifer Liu at (650) 286-3390.

Respectfully,

A handwritten signature in black ink that reads "Sam Hindi". The signature is written in a cursive style with a large, stylized "S" and "H".

Sam Hindi
Mayor, City of Foster City

MINUTE ORDER

No. 1620

OFFICE OF THE CITY CLERK
FOSTER CITY, CALIFORNIA

Date: October 22, 2019

Attention: City Council/EMID Board
Jeff Moneda, City Manager
Jenifer Liu, Parks and Recreation Director
Kurt Zander, Buildings and Vehicles Maintenance Manager

City Council/EMID Board of Directors Meeting Date: October 21, 2019

Subject: Response to the San Mateo County Civil Grand Jury Report, Dated August 12, 2019, Entitled "Electric Vehicle Adoption in the Cities and County of San Mateo"

Motion by Councilmember Gehani, seconded by Councilmember Mahanpour, and carried unanimously, 5-0-0, IT WAS ORDERED to approve a letter to the Honorable Donald J. Ayoob, Judge of the Superior Court, pertaining to the San Mateo County Civil Grand Jury Report, dated August 12, 2019.



CITY CLERK/DISTRICT SECRETARY



CITY OF HALF MOON BAY

City Hall • 501 Main Street • Half Moon Bay • CA • 94019

October 15, 2019

Honorable Donald J. Ayooob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

Subject: August 12, 2019 Grand Jury Report: "Electric Vehicle Adoption in the Cities and County of San Mateo"

Dear Honorable Judge Ayooob:

The City Council of the City of Half Moon Bay, at its October 15, 2019 meeting, reviewed and approved the following responses to the San Mateo County Civil Grand Jury 2018-2019 Report "Electric Vehicle Adoption in the Cities and County of San Mateo."

FINDINGS

The report includes eleven (11) findings covering a wide range of issues. The City of Half Moon Bay (City) does not have first-hand information to refute the findings, which were generated by the Grand Jury through questionnaires and interviews. As such, the City agrees with each of the eleven (11) Findings (F1 through F11).

RECOMMENDATIONS

- R1. By March 31, 2020, the County of San Mateo (County) and each city within the county (cities) should conduct a review of its government fleet procurement policy relating to electric vehicles and present a report at a public meeting.

Response: The recommendation has not yet been implemented, but will be implemented in the future. The City is in the process of developing its first Climate Action and Adaptation Plan (CAAP) and sustainable purchasing policies. While the

CAAP will not be complete prior to the deadline, the sustainable purchasing policies will address electric vehicle and will be presented to the City Council by March 2020.

- R2. By March 31, 2020, the County and cities should conduct an analysis of the obstacles, if any, to the implementation of an Electric Vehicle government fleet procurement policy and present a report at a public meeting.

Response: The recommendation has been implemented as the City continues to actively evaluate the vehicle market for viable electric vehicle options to electrify its car fleet. That said, the City's fleet is comprised of eleven (11) vehicles total – nine (9) maintenance trucks and two (2) pool vehicles. There are no viable Zero-Energy Vehicle (ZEV) options currently available to replace the City's current maintenance vehicles that comprise a large majority of the City's fleet. The pool vehicles are comprised of a 2004 Ford Ranger and a 2010 Ford Fusion that, upon reaching the end of their useful lifespan, will likely be replaced with an electric vehicle. This analysis was presented to the public at the October 15, 2019 City Council meeting.

- R3. By September 30, 2019, the County's Department of Public Works and cities should review the "Roadmap for Municipal Green Fleets" toolkit from the County's Office of Sustainability, including the information on the possibility of adopting an EV First Policy.

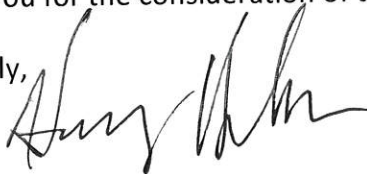
Response: This recommendation has been implemented. City of Half Moon Bay staff have reviewed the toolkit and submitted an "Interest Form" to the County's Office of Sustainability, expressing interest in further technical assistance.

- R4. By September 30, 2019, the County and cities, 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 of Half Moon Bay is already a partner in the Climate Mayors Electric Vehicle Purchasing Collaborative. Unfortunately, the program does not offer ZEV maintenance trucks.

Thank you for the consideration of the foregoing.

Sincerely,



Harvey Rarback
Mayor



TOWN OF HILLSBOROUGH
California

October 14, 2019

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

Re: Civil 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 Town of Hillsborough's response to both the findings and recommendations are listed below.

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

The respondent disagrees partially with this finding. While the Town does not have electric vehicles as defined by the Grand Jury Report (plug-in electric vehicles), the Town does have one Ford SUV hybrid for use as a shared employee pool car.

- 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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

- 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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

- F5. As of December of 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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

- 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.

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the finding.

- 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

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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.

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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.

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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.

Based solely on the information provided by the Grand Jury within the Grand Jury Report, the Town can agree with the 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 included 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.

The Town will conduct a review of its government fleet procurement policy relating to electric vehicles and present a report to the City Council at a public meeting by 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.

The Town will conduct an analysis of the obstacles to the implementation of an EV government fleet procurement policy and present a report to the City Council at a public meeting by 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.

The Town of Hillsborough has reviewed the "Roadmap for Municipal Green Fleets" toolkit from the San Mateo County Office of Sustainability. We understand that the Municipal Green Fleet toolkit is flexible and can be catered to the needs of our municipality. The Town will take the roadmap under advisement and review EV opportunities, while ensuring our fleet's needs are met. The Town will review its own Town Purchasing Policy for compliance with its purchasing needs.

- 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.

The Town has investigated but has not taken part in efforts in the "Climate Mayors EV Purchasing Collaborative." The Town will investigate joining the Climate Mayors EV Purchasing Collaborative and present a report to the City Council at a public meeting by March 31, 2020.

This response to the Grand Jury was approved by the City Council at a public meeting on October 14, 2019. Should you have any questions concerning this response, please contact City Manager Ann Ritzma at (650) 375-7407.

Respectfully,



Shawn M. Christianson
Mayor, Town of Hillsborough



November 5, 2019

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

Response to Grand Jury Report: Electric Vehicle Adoption in the Cities and County of San Mateo

Dear Honorable Judge Ayoob,

The City of Menlo Park City Council voted at its November 5, 2019 public meeting to authorize this response to the San Mateo County Civil Grand Jury Report titled “Electric Vehicle Adoption in the Cities and County of San Mateo” released on August 12, 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: *This finding is not applicable to the City of Menlo Park.*

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

- Burlingame

- Foster City

Response: This finding is not applicable to the City of Menlo Park.

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

- Pacifica
- Redwood City
- San Mateo

Response: *This finding is not applicable to the City of Menlo Park.*

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

Response: This finding is not applicable to the City of Menlo Park.

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

- Brisbane
- Menlo Park

Response: *The City of Menlo Park does not agree with this finding. The City of Menlo Park's total fleet is 105 vehicles and includes thirteen partial or zero emissions vehicles. Of these thirteen vehicles, only seven are considered electric vehicles as defined by the Grand Jury Report. The remaining six vehicles are Advanced Technology Partial Zero Emission Vehicles (AT PEV), non-plug-in hybrids. Therefore, only seven percent of the City of Menlo Park's fleet are electric vehicles as defined by the Grand Jury.*

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: *This finding is not applicable to the City of Menlo Park.*

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

Response: *This finding is not applicable to the City of Menlo Park.*

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 Menlo Park partially agrees with this finding. Menlo Park’s Climate Action Plan does include a strategy to adopt an Environmental Purchasing Policy, and the Environmentally Preferable Purchasing Procedures which includes procedures for vehicle purchasing, was signed by the City Manager in July 2014. However, this policy is currently being piloted and treated as guidance. The policy will need to be formally adopted by City Council for full implementation.*

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 Menlo Park partially agrees with this finding. The City understands the “Green Municipal Fleet Toolkit” is designed to assist jurisdictions in the reduction of greenhouse emissions from their municipal fleets and has submitted a letter of interest to the San Mateo Office of Sustainability, but is still awaiting a response. Furthermore, the City cannot verify the San Mateo Office of Sustainability released this tool in March of 2019.*

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: *This finding is not applicable to the City of Menlo Park.*

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 Menlo Park agrees with this finding.*

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: *This recommendation is currently in the process of being implemented. The City performs ad hoc life-cycle cost analysis when fleet vehicles have reached retirement and an electric or low emission (hybrid) vehicle is available on the market, can meet performance needs, and is cost effective. In response to community interest and guidance outlined in the Environmentally Preferable Purchasing Policy, the City is in the initial stages of developing a long-term electric vehicle (EV) fleet transition plan to replace the fleet with electric vehicles based on performance, market availability, and infrastructure needs. This will be presented to the City Council at public meeting on or 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: *This recommendation is currently in the process of being implemented. The results of this analysis will be presented to the City Council at public meeting on or before March 31, 2020.*

Some obstacles identified thus far are; lack of charging infrastructure, electrical load capacity at city facilities, and gaps in the heavy duty and emergency electric vehicle market.

The absence of an appropriate amount of EV chargers is the first obstacle for transitioning to an EV fleet. Within the City's fleet are four electric vehicles, two electric parking enforcement vehicles, and two electric motorcycles. The City currently has four electric vehicle chargers, however only two stations (four ports) are dedicated to charging fleet vehicles. Current best practices describe 2:1 as the ideal ratio for vehicle to charger. Thus, the City's charger to vehicle ratio is adequate to service current vehicle charging needs, but limits the procurement of additional electric vehicles.

When exploring the expansion of charging stations for the fleet, another obstacle

identified is the electrical capacity at city facilities. City facilities are currently operating at or near electrical capacity and cannot currently handle the increased load of additional charging infrastructure to meet the needs of an all-electric fleet. A load capacity study of City's main municipal campus and corporation yard (two main locations of fleet vehicles) is currently being scoped.

Lastly, gaps in the electric vehicle market for a pursuit rated police vehicle and trucks of all vehicle classes are a major obstacle as these vehicles represent approximately 60 percent of the city fleet.

Considering current market trends and consumer demand, availability of trucks in the medium to heavy class are predicted to be available in the next five years. However, this does not align with current vehicle replacement protocol and will result in the delay of replacement of aging vehicles which will increase maintenance costs. Currently, no known manufacturers have publicized the exploration or introduction of pursuit rated electric vehicles to market.

The City may consider piloting vehicles which require conversions (e.g. installation of aftermarket or non-manufacturer parts) to make these vehicle classes electric. It should be noted, no conversion or retrofit exists in the market to convert an internal combustion engine vehicle to a fully electric, pursuit rated vehicle. The only battery electric retrofit technology that currently exists is for medium to heavy class trucks (8,500 gross vehicle weight rating and larger). Additionally, this process often more than doubles vehicle costs and can delay scheduled maintenance and repairs, or increase maintenance costs.

It should also be noted this market is still expanding. Over the last year, the City has placed orders for 12 pursuit rated low emission (hybrid) pursuit rated vehicles for the Police. The City has been tracking the electric and low emission market closely and ordered these vehicles as soon as they were made available with the understanding that production would take at least six months. These orders have been further delayed due to a material hold and have yet to be fulfilled.

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 completed. The City of Menlo Park was not able to locate the "Roadmap for Municipal Green Fleets" toolkit but has reviewed the Green Municipal Fleet Toolkit. The City understands this is a flexible toolkit that can be customized to Menlo Park's specific needs. This program offers San Mateo Office of Sustainability staff time and expertise to develop a fleet transition plan. The City has submitted a letter of interest to received customized support and toolkit from*

the County.

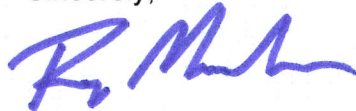
R4. By September 30, 2019, the County of San Mateo and each city within the county, if they have not already initiated such a process, should investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Response: *This recommendation has been completed. The City of Menlo Park has investigated joining the Climate Mayors EV Purchasing Collaborative and has decided not to do so at this time.*

The Climate Mayors EV Purchasing Collaborative is a one-stop shop to support electric vehicle transitions for public fleets. The primary resource of the Collaborative is access to competitively solicited cooperative contracts for electric vehicles and charging infrastructure. This resource is provided in partnership with Sourcewell. The City of Menlo Park currently has membership with Sourcewell and uses its contract with National Auto Fleet Group to competitively price electric vehicle options for fleet vehicle replacement. Since the City's Sourcewell membership provides the same access to the competitive contracts available to the Climate Mayor EV Purchasing Collaborative, the City does not intend to take part in the Collaborative at this time.

Thank you for the opportunity to respond to this report. The Civil Grand Jury should also note, the use of an overall percentage of electric vehicles in a jurisdiction's fleet is not representative of the various vehicle types Menlo Park uses to serve the community. While there have been great advances in the passenger vehicle market, the pursuit rated and truck markets (approximately 60 percent of Menlo Park's fleet) continue to lag. Using the overall percentage of electric vehicles does not fully represent Menlo Park's efforts to reduce greenhouse gas emissions from its fleet.

Sincerely,



Ray Mueller
Mayor, City of Menlo Park



City of Millbrae

621 Magnolia Avenue, Millbrae, CA 94030

WAYNE J. LEE
Mayor

REUBEN D. HOLOBER
Vice Mayor

ANN SCHNEIDER
Councilmember

ANNE OLIVA
Councilmember

GINA PAPAN
Councilmember

October 22, 2019

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

Subject: City of Millbrae’s Response to Grand Jury Report: “Electric Vehicle Adoption in the Cities and County of San Mateo”

Dear Honorable Judge Ayooob:

The City of Millbrae is in receipt of the San Mateo County Grand Jury Report: “Electric Vehicle Adoption in the Cities and County of San Mateo” (Grand Jury Report) dated August 12, 2019 on August 15, 2019.

The City has reviewed the Grand Jury Report and concurred with most of the finding except the following two findings:

1. Page 5, Table 1: The City does not have all electric vehicles. The City purchased four (4) electric hybrid vehicles.
2. Page 14, F8: The City has a Draft Climate Action Plan which includes building the infrastructure for electric vehicle charging stations and establishing a municipal electric fleet policy requiring the prioritization of electric vehicles.

Additionally, the Grand Jury Report recommended four (4) actions for the City to consider. We are providing our responses as follows:

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.

City Response to R1: When staff evaluated vehicles for replacement a few years ago, there were not adequate electric vehicles on the market that met the specifications for the types of heavy-duty vehicles the City needed for operations. Cost and battery range were also factors. The City settled on purchasing four non plug-in hybrid vehicles for day-to-day travel for non-operations activities.

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.

City Response to R2: The City will conduct such analysis in early 2020 when staff is updating the City fleet inventory and make a recommendation to the City Council on fleet renewal plan for Fiscal Year 2020-2021.

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.

City Response to R3: The City reviewed the "Roadmap for Municipal Green Fleets" toolkit in early September 2019 and completed and submitted the "Roadmap for Municipal Green Fleets" on-line form to obtain customized assistance and a roadmap on October 11, 2019. The City is awaiting the County's response. The City will include EV First Policy in its upcoming General Plan and Sustainable Program Policy in the near future.

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.

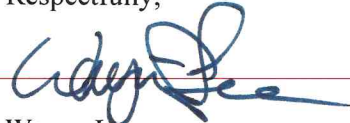
City Response to R4. The City will investigate joining the Climate Mayors EV Purchasing Collaborative.

The response letter was placed on the regular City of Millbrae City Council meeting on October 22, 2019 for action and the Millbrae City Council reviewed the response letter and authorized the City Manager to submit the response letter on behalf of the City of Millbrae.

Please contact Mr. Khee Lim at klim@ci.millbrae.ca.us if you have further questions.

Thank you.

Respectfully,



Wayne Lee
Mayor

CC: City Council
City Manager
City Attorney



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Sue Vaterlaus

MAYOR PRO TEM
Deirdre Martin

COUNCIL
Sue Beckmeyer
Mary Bier
Mike O'Neill

October 28, 2019

Honorable Donald J. Ayooob, Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Re: Grand Jury Report: "Electric Vehicle Adoption in the Cities and County of San Mateo "

Honorable Judge Ayooob:

Thank you for the opportunity to review and comment on the above referenced Grand Jury Report filed on August 12, 2019. Pursuant to Penal Code section 933 (c), the City of Pacifica's response to both the Findings and Recommendations are provided below. The Pacifica City Council, including the Mayor, reviewed and approved the responses at our public meeting on October 28, 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 to F1. As this Finding pertains to other Cities, the City of Pacifica has no comment on this Finding.

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 to F2. As this Finding pertains to other Cities, the City of Pacifica has no comment on this Finding.

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 to F3. The City 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 to F4. As this Finding pertains to other Cities, the City of Pacifica has no comment on this Finding.

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 to F5. As this Finding pertains to other Cities, the City of Pacifica has no comment on this Finding.

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 to F6. As this Finding pertains to other Cities, the City of Pacifica has no comment on this Finding.

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

Response to F7. As this Finding pertains to San Mateo County, the City of Pacifica has no comment on this Finding.

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 to F8. The City 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 to F9. The City 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 to F10. The City 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 ZEV s through aggregate purchasing.

Response to F11 The City 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.

The City will implement this recommendation and will conduct the review within the specified timeframe.

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.

The City will implement this recommendation and will conduct the review within the

specified timeframe.

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.

The City has implemented this recommendation and has reviewed the report 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.

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.

The City has implemented this recommendation and the City has initiated the process of joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Sincerely,



KEVIN WOODHOUSE
City Manager

cc: Pacifica City Council

TOWN of PORTOLA VALLEY

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

October 23, 2019

Hon. Donald J. Ayooob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center
Redwood City, CA 94063

Dear Judge Ayooob,

Thank you for the opportunity to respond to the Grand Jury report entitled "Electric Vehicle Adoption in the Cities and County of San Mateo".

Below are the Town's responses to the report's findings and recommendations.

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: The Town is unaware of the make-up of other San Mateo County municipality's fleets.

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: The Town is unaware of the make-up of other San Mateo County municipality's fleets.

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 Town is unaware of the make-up of other San Mateo County municipality's fleets.

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

Response: The Town is unaware of the make-up of other San Mateo County municipality's fleets.

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: The Town is unaware of the make-up of other San Mateo County municipality's fleets.

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: The Town agrees with this finding.

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

Response: The Town is unaware of the make-up of other San Mateo County municipality's fleets.

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 Town is unaware of the make-up of other San Mateo County municipality's fleets.

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 Town 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 Town 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 Town agrees with this finding.

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: The recommendation has not been implemented, but will be implemented as part of the Town's Capital Improvement program, annually reviewed and adopted in June.

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: The recommendation has been implemented. The Town's fleet consists of 3 vehicles, and any electric vehicles purchased in the future could be serviced by the current charging stations.

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: The Town agrees with this recommendation. The "Roadmap for Municipal Green Fleets" has been reviewed by staff.

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: The Town agrees with this recommendation, and we have begun to investigate joining the Collaborative.

Thank you,

A handwritten signature in cursive script, appearing to read "Ann Wengert".

Ann Wengert

Mayor, Town of Portola Valley

cc: Members of the Town Council

Mayor Ian Bain
Vice Mayor Diane Howard

Councilmembers:
Alicia C. Aguirre
Janet Borgens
Giselle Hale
Shelly Masur
Diana Reddy



1017 MIDDLEFIELD ROAD
Redwood City, California 94063
Telephone (650) 780-7220
www.redwoodcity.org

October 29, 2019

Honorable Donald J. Ayooob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center; 2nd Floor
Redwood City, CA 94063-1655

RE: Grand Jury Report: “Electric Vehicle Adoption in the Cities and County of San Mateo”

Dear Judge Ayooob:

On behalf of the City Council of the City of Redwood City, I would like to thank you for the opportunity to respond to the Grand Jury Report dated August 12, 2019, regarding the electric vehicle adoption in the cities and County of San Mateo. The following response to the Grand Jury Report was reviewed and approved by the City Council at its meeting on October 28, 2019.

Analysis of the Report’s Findings and Recommendations

Findings:

The City has reviewed the eleven (11) findings in the Report. Findings F1, F2, F4, F5, F6 and F7 do not apply to the City. The City agrees with finding F3 as to the data related to the City of Redwood City. The City also agrees with findings F8, F9, F10, and F11.

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

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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*

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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*

Agree as to the data related to the City of Redwood City: While the City agrees that approximately three percent of Redwood City's fleet is electric vehicles, the City does not have an opinion on the finding as the data quoted by the Grand Jury for the other jurisdictions has not been independently studied or verified by the City.

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

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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*

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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.

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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

This finding does not apply to the City of Redwood City: The City does not have an opinion as the data quoted by the Grand Jury has not been independently studied or verified by the City.

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

Agree

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.

Agree

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.

Agree

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.

Agree

Recommendations:

The City has reviewed the four (4) recommendations in the Report and plans the following actions:

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.

Will be Implemented: The City agrees to implement the recommendation to conduct a review of its government fleet procurement policy relating to electric vehicles and present a report at a public meeting by 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.

Will be Implemented: The City agrees to implement the recommendation to conduct an analysis of the obstacles to the implementation of an EV government fleet procurement policy and present a report a public meeting by 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.

Implemented: The City reviewed the "Roadmap for Municipal Green Fleets" toolkit from the County Office of Sustainability, including information on the possibility of adopting an EV First Policy, in June 2019 and completed the County Office of Sustainability's Green Fleet Toolkit interest form in August 2019.

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.

Implemented: The City is fully supportive of pursuing collaborative purchasing to facilitate EV procurement for City fleet vehicles. The City became a member of the Climate Mayors EV Purchasing Collaborative on March 7, 2019, prior to the release of the Grand Jury Report.

Respectfully,

A handwritten signature in black ink, appearing to read "Ian Bain". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ian Bain,
Mayor, City of Redwood City

cc: Redwood City Council
Melissa Stevenson Diaz, City Manager



Rico E. Medina
Mayor

CITY OF SAN BRUNO
OFFICE OF THE MAYOR

October 22, 2019

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

Re: Response of the City of San Bruno to the Grand Jury Report "Electric Vehicle Adoption in the Cities and County of San Mateo"

Dear Judge Ayoob:

Thank you for the opportunity to respond to the Grand Jury report titled "Electric Vehicle Adoption in the Cities and County of San Mateo."

The City of San Bruno's ("City") response to the eleven listed findings and the four recommendations applicable to the City are listed below. The City Council approved this response at its regular meeting on October 22, 2019.

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**

The City agrees that San Bruno does not have any electric vehicles in its fleet. The City does not have information to either agree or disagree with the finding as it relates to cities other than San Bruno.

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**

The City does not have information to either agree or disagree with the finding as it relates to cities other than San Bruno.

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**

The City does not have information to either agree or disagree with the finding as it relates to cities other than San Bruno.

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

The City does not have information to either agree or disagree with the finding as it relates to a city other than San Bruno.

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

- **Brisbane**
- **Menlo Park**

The City does not have information to either agree or disagree with the finding as it relates to cities other than San Bruno.

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.

The City does not have information to either agree or disagree with the finding as it relates to a city other than San Bruno.

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

The City does not have information to either agree or disagree with the finding as it relates to the County.

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

The City does not have information to either agree or disagree with the finding as it relates to cities other than San Bruno.

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.

The City agrees with the finding but is not aware of the date that the Green Municipal Fleet Toolkit was released.

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.

The City does not have information to either agree or disagree with the 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.

The City does not have information to either agree or disagree with the finding.

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.

The recommendation will require further extensive and detailed analysis of the City's fleet. The City will provide the results of the evaluation by the requested date.

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.

The recommendation will require further extensive and detailed analysis of the City's fleet. The City will provide the results of the evaluation by the requested date.

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 Office of Sustainability, including the information on the possibility of adopting an EV First Policy.

The City will comply with this recommendation.

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

The City will comply with this recommendation.

Sincerely,



Rico E. Medina
Mayor



September 23, 2019

Honorable Donald J. Ayob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: Request for Response to the Grand Jury Report "Electric Vehicle Adoption in the Cities and County of San Mateo"

Dear Judge Ayob:

The City of San Carlos is replying to a request by the court to respond to the Grand Jury Report "Electric Vehicle Adoption in the Cities and County of San Mateo". Below are our responses to the Findings and Recommendations that were approved by the San Carlos City Council on September 23, 2019.

FINDINGS:

We can confirm that Findings 1-11 are correct concerning the City of San Carlos. It should be noted that our City has hybrid vehicles in our fleet, but we do not have any fully electric vehicles. Also, while we cannot confirm findings concerning other cities that the Grand Jury's research found, **we agree with Findings 1-11.**

RECOMMENDATIONS:

Recommendation 1. The City of San Carlos will review its fleet procurement policy and present a report at a City Council meeting by March 31, 2020.

Recommendation 2. The City of San Carlos will analyze obstacles to implementing a fleet procurement policy and present a report at a City Council meeting by March 31, 2020.

Recommendation 3. The City of San Carlos will review the "Roadmap for Municipal Green Fleets" toolkit and the possibility of adopting an EV first policy by September 30, 2019.

Recommendation 4. The City of San Carlos will investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing by September 30, 2019.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Maltbie". The signature is stylized and fluid.

Jeff Maltbie, City Manager



October 21, 2019

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

RESPONSE TO THE GRAND JURY REPORT: “Electric Vehicle Adoption in the Cites 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.

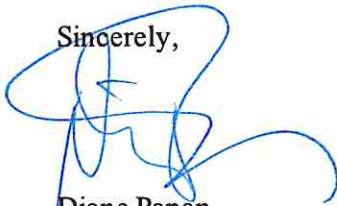
R3. By September 30, 2019, the County of San Mateo Department of Public Works and each city within the county should review the "Roadmap for Municipal Green Fleets" toolkit from the San Mateo County Office of Sustainability, including the information on the possibility of adopting an EV First Policy.

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



CITY COUNCIL 2019

KARYL MATSUMOTO, MAYOR
RICHARD A. GARBARINO, VICE MAYOR
MARK ADDIEGO, COUNCILMEMBER
MARK NAGALES, COUNCILMEMBER
BUENAFLORE NICOLAS, COUNCILMEMBER

MIKE FUTRELL, CITY MANAGER

OFFICE OF THE CITY MANAGER

October 10, 2019

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

Dear Hon Donald J. Ayoub,

On October 9, 2019, the City Council of the City of South San Francisco ("City") approved the response contained in this letter to the San Mateo County Grand Jury Report, "Electric Vehicle Adoption in the Cities and County of San Mateo," dated August 12, 2019.

Response to Findings

The City agrees with Findings F1 through F11. The findings are accurate, and reflect information that is included in publicly available documents, including the City's website at <http://www.ssf.net>.

Response to Recommendations

In response to R1, the City will conduct a review of its government fleet procurement policy relating to electric vehicles and present a report at a public meeting no later than March 31, 2020.

In response to R2, the City will conduct an analysis of the obstacles, if any, to the implementation of the fleet procurement policy and present a report at a public meeting no later than March 31, 2020.

In response to R3, the City has reviewed the "Roadmap for Municipal Green Fleets" toolkit from the San Mateo County Office of Sustainability, including information on the possibility of adopting an EV First Policy.

In response to R4, the City has investigated joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Sincerely,


Mike Futrell
City Manager

October 9, 2019
Response to San Mateo County Grand Jury Report
“Electric Vehicle Adoption in the Cities and County of San Mateo” dated August 12, 2019

Attachment: City of South San Francisco Resolution 133-2019

Cc: Civil Grand Jury
South San Francisco City Manager’s Office
South San Francisco City Clerk’s Office
Eunejune Kim: Director, South San Francisco Public Works Department
Dave Bockhaus: Deputy Directory, South San Francisco Public Works Department
Sarah Henricks: Management Analyst II, South San Francisco Public Works Department



City of South San Francisco

P.O. Box 711 (City Hall,
400 Grand Avenue)
South San Francisco, CA

City Council

Resolution: RES 133-2019

File Number: 19-801

Enactment Number: RES 133-2019

RESOLUTION APPROVING THE CITY OF SOUTH SAN FRANCISCO'S RESPONSE TO THE SAN MATEO COUNTY GRAND JURY REPORT, "ELECTRIC VEHICLE ADOPTION IN THE CITIES AND COUNTY OF SAN MATEO", AND AUTHORIZING THE CITY MANAGER TO SUBMIT THE RESPONSE.

WHEREAS, global warming and climate change are an everyday reality; and

WHEREAS, California is a leader in trying to reduce greenhouse gas emissions; and

WHEREAS, sixty percent of greenhouse gas emissions in San Mateo County come from the transportation sector and while local government vehicle fleets make up a relatively small part of the sector, the San Mateo County Grand Jury believes local governments are important in terms of setting an example for private industry and individuals to follow; and

WHEREAS, purchase of electric vehicles has been cost prohibitive in the past; however, zero emissions technology has advanced and costs have dropped; and

WHEREAS, there are now multiple programs in place to assist local jurisdictions in analyzing obstacles that prevent fleet conversion and facilitate the replacement of traditional gas powered fleets with electric fleet vehicles; and

WHEREAS, on August 12, 2019, the San Mateo County Grand Jury issued a report titled "Electric Vehicle Adoption in the Cities and County of San Mateo" ("Grand Jury Report"); and

WHEREAS, the Grand Jury Report contains findings and recommendations pertaining to the City of South San Francisco ("City"); and

WHEREAS, the City is required to provide a response to the findings and recommendations within 90 days of the Grand Jury report; and

WHEREAS, the City's response, attached hereto as Exhibit A, agrees with all the Grand Jury Report findings and provides individual replies to each of the recommendations made in the report.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of South San Francisco does hereby approve the City's response to the San Mateo County Grand Jury Report, "Electric Vehicle Adoption in the Cities and County of San Mateo", attached to this resolution as Exhibit A.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign and submit the City's response attached hereto as Exhibit A.

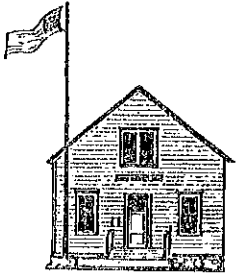
* * * * *

At a meeting of the City Council on 10/9/2019, a motion was made by Richard Garbarino, seconded by Mark Nagales, that this Resolution be approved. The motion passed.

Yes: 5 Mayor Matsumoto, Vice Mayor Garbarino, Councilmember Addiego,
Councilmember Nagales, and Councilmember Nicolas

Attest by 

Rosa Govea Acosta



The Town of
Woodside

October 23, 2019

The Honorable Donald J. Ayoob
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

RE: 2018-19 GRAND JURY REPORT - *Electric Vehicle Adoption in the Cities and County of San Mateo*

Dear Judge Ayoob:

The Town Council of the Town of Woodside wishes to thank the 2018-19 Grand Jury for its service. The Town Council has reviewed the report entitled *Electric Vehicle Adoption in the Cities and County of San Mateo* and reviewed the findings and recommendations of the Grand Jury at its public meeting of October 22, 2019, and approved the following response:

FINDINGS

1. 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, and Woodside.

Response: The Town agrees with this finding with respect to Woodside.

2. 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 and Foster City.

Response: Based on the information in this report, the Town agrees with this finding.

3. 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, and San Mateo.

Response: Based on the information in this report, the Town agrees with this finding.

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

Response: Based on the information in this report, the Town agrees with this finding.

P.O. Box 620005
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townhall@woodsidetown.org

5. 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 and Menlo Park.

Response. Based on the information in this report, the Town agrees with this finding.

6. 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: Based on the information in this report, the Town agrees with this finding.

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

Response: Based on the information in this report, the Town agrees with this finding.

8. 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. The cities are: Atherton, Belmont, Brisbane, Burlingame, East Palo Alto, Foster City, Menlo Park, Pacifica, Redwood City, San Carlos, and San Mateo.

Response: The Town disagrees with this finding. Measure 3.2.2 of the Town's Climate Action Plan is to "target purchase of new or conversion of existing government vehicles to more efficient vehicles."

9. 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: Based on the information in this report, the Town agrees with this finding.

10. 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: Based on the information in this report, the Town agrees with this finding.

11. 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: Based on the information in this report, the Town agrees with this finding.

RECOMMENDATIONS

1. 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, batter 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: The Town will implement this recommendation by March 31, 2020.

2. 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: The Town will implement this recommendation by March 31, 2020.

3. 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: The Town will implement this recommendation by March 31, 2020.

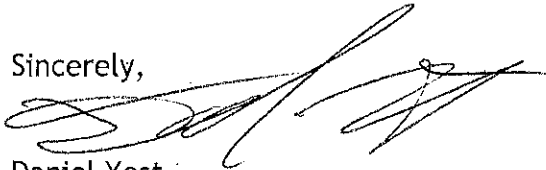
4. By September 30, 2019, the County of San Mateo and each city within the county, if they have not already initiated such a process, should investigate joining the Climate Mayors EV Purchasing Collaborative to take advantage of aggregate purchasing.

Response: The Town will implement this recommendation by March 31, 2020.

On behalf of the Town Council, I would like to extend our thanks for the opportunity to review and respond to the work of the 2018-19 Grand Jury.

Please do not hesitate to call Town Manager Kevin Bryant, at (650) 851-6790, should you require any further information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Daniel Yost', written over the word 'Sincerely,'.

Daniel Yost
Mayor