# CITY COUNCIL MEETING

**February 04, 2025 at 6:00 PM**

**Angels Fire House – 1404 Vallecito Road**

## AGENDA

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**To view or participate in the meeting online, please use the following link:**

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Meeting ID: 259 054 873 390

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**In person public attendance will be available with limited seating. Seats are available on a first come, first served basis. Members of the public shall have the right to observe and offer public comment at the appropriate time.**

**CITY COUNCIL** appreciates your interest and encourages your participation. Regularly scheduled meetings are held the 1st and 3rd Tuesday of each month. The Agenda is divided into two sections:

**CONSENT AGENDA:** These matters include routine financial and administration actions and are usually approved by a single majority vote.

**REGULAR AGENDA:** These items include significant financial and administration actions of special interest, hearings and work sessions. The numerical order of the items on this agenda is for convenience of reference. Items may be taken out of order upon request of the Mayor or Council Members. All questions shall be directed to the Mayor who, at his/her discretion, will refer to Staff.

**Mayor** Michael Chimente | **Vice Mayor** Caroline Schirato

**Council Members** Isabel Moncada, Alvin Broglio, Scott Behiel

**Interim City Administrator** Steve Williams | **City Attorney** Doug White

**5:00PM CLOSED SESSION**

1. **ROLL CALL**
2. **ADJOURN TO CLOSED SESSION**
   - **A.** Conference with Real Property Negotiators

     Property Location: 062-004-082, 062-004-075, 062-003-069, 062-003-057, 062-004-074, 062-004-076, 062-004-069, 062-004-087

     Agency Negotiator: Steve Williams, Interim City Administrator

**B.** Public Employee Employment (Gov. Code Section 54957) Title: City Administrator,

Steve Williams, Interim City Administrator,

**C.** Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to Gov. Code, § 54956.9(d)(2), One Case, Steve Williams, Interim City Administrator

**6:00 PM REGULAR MEETING**

**3. ROLL CALL**

**4. PLEDGE OF ALLEGIANCE**

**5. RECOGNITION AND ACKNOWLEDGEMENTS**

**A.** Proclaim the Week of February 14th through February 20, 2025 as Kindness Week in Calaveras County and Further Deem the City as Random Acts of Kindness Zone

**6. REPORT OUT OF CLOSED SESSION**

**A.** Conference with Real Property Negotiators

Property Location: 062-004-082, 062-004-075, 062-003-069, 062-003-057, 062-004-074, 062-004-076, 062-004-069, 062-004-087

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**7. APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)**

**8. PUBLIC COMMENT**

The public may address the Council on any item of public interest not otherwise on the agenda that is within the jurisdiction of the city. No action may be taken. Matters to be addressed may be referred to City Staff or placed on a subsequent meeting Agenda. Speakers are limited to five minutes per person.

**9. CONSENT AGENDA**

**10. REGULAR AGENDA**

**A.** Approve Resolution No. 25-07, A Resolution of the City of Angels, City Council, Regarding the Public Hearing for Water and Wastewater Service Fees, Steve Williams, Interim City Administrator

**B. PUBLIC HEARING:**

Conduct a Public Hearing Pursuant to Proposition 218, and Approve Resolution No. 25-06, A Resolution of the City of Angels, City Council, Concluding the Proposition 218 Process and Authorizing the Water and Wastewater Rate Increase for Fiscal Year 2025/26 through Fiscal Year 2029/30, Steve Williams, Interim City Administrator

I. Receive Staff Report

II. Open Public Hearing

III. Receive Public Comment

IV. Close Public Comment

**C.** Rural Recreation and Tourism Program - Utica Park Lightner Mine Expansion Project Update, Amy Augustine, City Planner

**D.** **PUBLIC HEARING:**

Approving Resolution 25-02, A General Plan Amendment from Business Attraction and Expansion (BAE) to Singel Family Residential (SFR) on Assessor's Parcels 057-023-023 and 057- 023-024 Totaling 4.88± and First Reading on Ordinance 542 Rezoning from Business Attraction and Expansion (BAE) to Single-Family Residential (R-1), and Schedule the Seconded Reading for February 18, 2025, Amy Augustine, City Planner

I. Receive Staff Report

II. Open Public Hearing

III. Receive Public Comment

IV. Close Public Hearing

**E.** Approve Resolution No. 25-04 Modifying Chapter 9, Section B2 – Serial Meetings, and Resolution No. 25-05 Adding Chapter 5, Section C2e – Mayor Letter of Support and Authorizing Updates to the City Official Handbook, Steve Williams, Interim City Administrator

**F.** Approve Resolution No. 25-06, Accepting the Calaveras Council of Governments Electric Vehicle Charging Infrastructure Implementation Plan, Steve Williams, Interim City Administrator

**G.** Approving an Employment Between the City of Angels and Pamela Caronongan for the Position of City Administrator, Steve Williams, Interim City Administrator

**11. ADMINISTRATION REPORT**

**A.** Monthly Update, Steve Williams, Interim City Administrator

**B.** ACBA Letter - Christmas Parade

**C.** Monument Sign Ribbon Cutting, Steve Williams, Interim City Administrator.

**12. COUNCIL REPORT**

**13. CORRESPONDENCE**

**A.** Habitat for Humanity Calaveras ReStore and Community Resilience Center

**14. CALENDAR**

**A.** 2025 Calendar

**15. FUTURE AGENDA ITEMS**

**16. ADJOURNMENT**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at City Hall 209-736-2181. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II) Materials related to an item on this Agenda submitted to the City Council after distribution of the Agenda packet are available for public inspection at City Hall at 200 Monte Verda Street Ste. B, Angels Camp, CA 95222 during normal business hours. The Agenda is also available on line at www.angelscamp.gov.*

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** February 4, 2025

**TO:** City Council

**FROM:** Steve Williams, Interim City Administrator

**RE:** **APPROVE THE PROCLAMATION SETTING FEBRUARY 14TH THROUGH FEBRUARY 20TH, 2025 AS KINDNESS WEEK IN THE CITY OF ANGELS**

**RECOMMENDATION**

Proclaim the week of February 14th through February 20th, 2025 as Kindness week in the City of Angels Camp and further deem the City as a Random Acts of Kindness Zone

**BACKGROUND**

This year, as in the past, the Seeds of Kindness project will encourage and work with several businesses and organizations to create an increased awareness for being kind.

We invite everyone to celebrate the 2025 Ripples of Kindness Project in the City February 14th through 20th, 2025. To learn more about random acts of kindness activities, visit the Random Acts of Kindness Foundation website at www.theseedsofkindness.com

**FINANCIAL IMPACT**

There is no financial impact

**ATTACHMENTS**

Proclamation

# *CITY OF ANGELS*
# *PROCLAMATION*

*WHEREAS, the City of Angels recognizes the value of acts of kindness that are performed without prompting or reason and how these acts can positively impact theperson offering kindness, the person receiving the act of kindness, and those witnessing; and,*

*WHEREAS, acts of kindness can be performed by any person in the City of Angels regardless of age, origin, education, gender, religious beliefs, lifestyle, or abilities for the good of those around them; and,*

*WHEREAS, kind individuals can create a more caring community and help to perpetuate genuine acts of kindness within their city, state and even throughout the world; and,*

*WHEREAS, we seek to cultivate thoughtful and compassionate residents by teaching our youth to make a difference through random acts of kindness; and,*

*WHEREAS, Random Acts of Kindness Week is recognized as an international celebration intended to encourage all of us to practice acts of kindness in our homes, schools, businesses, and communities.*

*WHEREAS, This year, as in the past, the Seeds of Kindness project will encourage and work with Calaveras County Schools, to create an increased awareness for being kind. The light blue wristbands will be distributed County wide. The idea is that the wristbands will encourage acts of kindness throughout the County.*

*NOW, THEREFORE, BE IT RESOLVED that I, Michael Chimente, Mayor of Angels Camp, California hereby proclaim February 14th - 20th, 2025 as*

## *City of Angels, Random Acts of Kindness Week*

*and encourage the people of Angels to practice random acts of kindness, in the spirit of compassion, kindness, and goodwill toward all persons.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Angels, California to be affixed this 4th day of February 2025.*

*CITY OF ANGELS, CALIFORNIA*
*A Municipal Corporation*

*Michael Chimente*
*Mayor*

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** February 4, 2025

**TO:** Angels City Council

**FROM:** Steve Williams, Interim City Administrator

**RE:** Options for Proceeding with the Proposition 218 Water Rate Process.

**RECOMMENDATION:**
Provide direction on one of three options:

1) Proceed with the February 4, 2025, Public Hearing as scheduled; or

2) Postpone the Public Hearing for a later date; or

3) Abandon the Public Hearing scheduled for February 4, 2025, and direct staff to initiate a new Proposition 218-compliant public notice process for a Public Hearing scheduled at least 45 days after the public notices are postmarked.

**BACKGROUND:**
The Public Hearing scheduled for February 4, 2025, is the result of public notices which were postmarked December 20, 2025.

**DISCUSSION:**
The City of Angels engaged in a process compliant with Proposition 218 to hold in a Public Hearing to consider maximum fees related to water the wastewater services in the City of Angles for the next five years.

The Public Hearing is scheduled for February 4, 2025.

Through engagement with the public in a transparent and comprehensive process, staff and City Council received and considered feedback regarding the proposed rate changes.

The City Council now has the opportunity to proceed with one of the following options:

1) Proceed with the February 4, 2025, Public Hearing as scheduled; or

2) Postpone the Public Hearing for a later date; or

3) Abandon the Public Hearing scheduled for February 4, 2025, and direct staff to initiate a new Proposition 218-compliant public notice process for a Public Hearing scheduled at least 45 days after the public notices are postmarked.

**FINANCIAL IMPACT:**
None.

**ATTACHMENTS:**
1) Notification Letter Postmarked December 20, 2024
2) Public Workshop Notice January 29, 2025
3) Draft Rate Study

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-07**

**A RESOLUTION OF THE CITY OF ANGELS CITY COUNCIL REGARDING THE PUBLIC HEARING FOR WATER AND WASTEWATER SERVICE FEES**

**WHEREAS,** the City of Angels has engaged in a process compliant with Proposition 218 to conduct a Public Hearing to consider the establishment of maximum fees for water and wastewater services within the City of Angels; and

**WHEREAS,** the Public Hearing is scheduled for February 4, 2025; and

**WHEREAS,** through a transparent and comprehensive public engagement process, City staff and the City Council have received and considered public feedback regarding the proposed rate changes; and

**WHEREAS,** the City Council must now determine the appropriate course of action from the following options:

A. Proceed with the Public Hearing as scheduled on February 4, 2025;

B. Postpone the Public Hearing to a later date; or

C. Cancel the Public Hearing scheduled for February 4, 2025, and direct staff to initiate a new Proposition 218-compliant public notice process for a Public Hearing to be scheduled no sooner than 45 days after the public notices are postmarked.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Angels hereby approves Resolution No. 25-07.

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Michael Chimente, Mayor

_____
Rose Beristianos, City Clerk



**HOME OF THE JUMPING FROG**

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** February 4. 2025

**TO:** City Council

**FROM:** Michelle Gonzalez, Finance Director

**RE:** **PUBLIC HEARING PROPOSITION 218 FOR 2024 WATER AND WASTEWATER RATE STUDY EFFECTIVE JUNE 21, 2025 THROUGH JUNE 20, 2030**

**RECOMMENDATION:**
Staff recommends that the City Council:

1. Conduct a public hearing; and
2. If no majority protest exists, adopt Resolution No. 25-06, a resolution of the City of Angels City Council approving and setting rates and charges for water and wastewater service, effective June 21, 2025, and each year thereafter through and including June 20, 2030.

**BACKGROUND:**
The City hired an independent rate consultant to conduct a cost-of-service analysis and rate study to determine the appropriate maximum rates for water and wastewater services for a five-year period, commencing June 21, 2025, through June 20, 2030. The cost-of-service analysis and rate study recommend maximum annual rates based on projections and assumptions for revenue needs, costs of service, and the proportional allocation of such costs over the five-year period.

The proposed rate adjustments reflect maximum increases of 3% for water rates, 6.22% UWPA passthrough fee, and 2% for wastewater rates. These rates have been carefully developed to cover the costs of maintaining sustainable and reliable services. However, it is important to note that these are the maximum allowable increases; actual adjustments each year may be less than proposed increases, depending on operational and financial needs.

**DISCUSSION:**
The City's rates for water and wastewater services are subject to Article XIII D, Section 6 of the California Constitution (also known as "Proposition 218"). Pursuant to Proposition 218, maximum rates may only be adopted after a noticed public hearing, with notice mailed to each property owner and customer of record at least 45 days prior to the date of the public hearing. The City mailed such notices in compliance with Proposition 218 on December 20, 2024.

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

The City Council may adopt the maximum rates, provided there is no majority protest. A majority protest exists if the owners or customers of record representing a majority of properties serviced by the City submit protests against the proposed rate increases.

A copy of the Proposition 218 notice is attached to this agenda report. If no majority protest exists and the City Council decides to adopt the maximum rates set forth in the Proposition 218 notice, the Council will be authorized to adopt a resolution approving such maximum rates. However, the City Council may implement the rates at an amount equal to or less than the maximum noticed rates. To that end, the resolution requires that the City Council set the rates annually at an amount equal to or less than the maximum rates, based on actual revenue needs and the cost of service for that year.

**FINANCIAL IMPACT:**
Adopting the maximum rates for water and wastewater services will ensure sufficient revenue to meet the City's financial requirements for providing water and wastewater services.

**ATTACHMENTS:**

- Proposition 218 Notices; and
- Draft 2024 Water and Wastewater Rates Cost of Service Study; and
- Resolution No. 25-06

**200 Monte Verda Street, Suite B**
**Angels Camp, CA 95222**

**City of Angels Camp**
**Proposition 218 Notification**
**NOTICE TO PROPERTY OWNERS OF PUBLIC HEARING**
**ON WATER AND WASTEWATER RATES**

APN Number: <INSERT APN#>

<INSERT OWNER NAME>
<INSERT ADDRESS 1>
<INSERT ADDRESS 2>

**Hearing Date & Time: February 4, 2025, at 6:00 PM or as soon thereafter as possible**
**Hearing Location: Angels Camp Fire Dept. 1404 Vallecito Rd, Angels Camp, CA 95222**
**Questions / More Information: City of Angels at (209) 736-2181**

### *Why Am I Receiving This Notice?*

You are receiving this notice in accordance with Proposition 218, a state law which requires providers of public utility services (including water and wastewater service) to notify rate payers of increases in proposed rates. The property listed above receives service from the **City of Angels Camp ("the City").**

This notice is intended to provide you with information on the service provided by the City, the reasons for the proposed rates, and the methods by which you can protest the proposed rates if you desire.

### *What Service Do Rates Fund?*

The City provides water service to approximately 1,813 connections and wastewater service to 1,732 connections.

### *Why is a Rate Increase Needed?*

Current rates do not reflect the full cost necessary to provide these services. The proposed rates are designed to sustainably operate and maintain each utility.

### *Basis of Proposed Rates*

Article XIIID of the California Constitution (also known as Proposition 218) requires that providers of public utility services levy service charges clearly linked to the cost of providing the service to each parcel. The cost of service calculation includes expenses such as debt service, labor, energy, chemicals, other supplies, and the cost of providing required maintenance of the system. The rates proposed herein are designed to meet all legal requirements and fairly and equitably recover the required revenue from all customers. The rates were developed by an independent consultant retained by the City and the final findings of that report, which include the detailed calculations showing the basis for these fees, are available on the City of Angels website under the Public Works Department section.

### *Proposed Rate Changes*

The City is proposing to eliminate the current structure for charging non-residential wastewater c implement a uniform rate based on winter usage. The proposed changes are designed to comply with the legal requirements of Proposition 218. If approved, these rates will be adopted as maximum rates for the next five years.

Current and proposed water and wastewater service charges:

## Current & Proposed Water Rates

| Monthly Fixed Rates | | | | Meter Charges | | |
|---|---|---|---|---|---|---|
| Effective Date | Current | 6/21/2025 | 6/21/2026 | 6/21/2027 | 6/21/2028 | 6/21/2029 |
| **Proposed Maximum Increase (%)[1]** | | **3%** | **3%** | **3%** | **3%** | **3%** |
| Meter Size | | | | | | |
| 5/8" | $46.93 | $48.34 | $49.79 | $51.28 | $52.82 | $54.40 |
| 3/4" | $70.40 | $72.51 | $74.69 | $76.92 | $79.23 | $81.60 |
| 1" | $117.33 | $120.85 | $124.48 | $128.20 | $132.05 | $136.00 |
| 1 1/2" | $234.65 | $241.70 | $248.95 | $256.40 | $264.10 | $272.00 |
| 2" | $375.44 | $386.72 | $398.32 | $410.24 | $422.56 | $435.20 |
| 3" | $703.95 | $725.10 | $746.85 | $769.20 | $792.30 | $816.00 |
| 4" | $1,173.25 | $1,208.50 | $1,244.75 | $1,282.00 | $1,320.50 | $1,360.00 |
| 6" | $2,346.51 | $2,417.00 | $2,489.50 | $2,564.00 | $2,641.00 | $2,720.00 |
| Construction Meter | $70.40 | $72.51 | $74.69 | $76.92 | $79.23 | $81.60 |
| Volumetric Rates | | | | | | |
| All use, $ / hcf[2] | $1.69 | $1.74 | $1.79 | $1.84 | $1.90 | $1.96 |
| Monthly Fixed Rates | | | UWPA Fees (Water Year 3) | | | |
| Proposed Maximum Increase (%)[3] | | 6.22% | 6.22% | 6.22% | 6.22% | 5.00% |
| Meter Size | | | | | | |
| 5/8" | $13.91 | $14.78 | $15.70 | $16.67 | $17.71 | $18.60 |
| 3/4" | $20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |
| 1" | $34.77 | $36.94 | $39.24 | $41.68 | $44.28 | $46.49 |
| 1 1/2" | $69.55 | $73.88 | $78.48 | $83.36 | $88.55 | $92.98 |
| 2" | $111.27 | $118.20 | $125.56 | $133.38 | $141.68 | $148.76 |
| 3" | $208.64 | $221.63 | $235.43 | $250.08 | $265.65 | $278.93 |
| 4" | $347.73 | $369.39 | $392.38 | $416.81 | $442.75 | $464.89 |
| 6" | $695.46 | $738.77 | $784.76 | $833.61 | $885.51 | $929.78 |
| Construction Meter | $20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |

## Current & Proposed Wastewater Rates

| Monthly Fixed Rates | | | | | | |
|---|---|---|---|---|---|---|
| Effective Date | Current | 6/21/2025 | 6/21/2026 | 6/21/2027 | 6/21/2028 | 6/21/2029 |
| **Proposed Maximum Increase (%)[1]** | | **2%** | **2%** | **2%** | **2%** | **2%** |
| Residential Users | $107.95 | $110.11 | $112.31 | $114.56 | $116.85 | $119.19 |
| Non-Residential Minimum Charges[4] | $136.30 | $139.03 | $141.81 | $144.65 | $147.54 | $150.49 |
| Volumetric Rates | | | | | | |
| Non-Residential Users, $ / hcf, winter use[5] | Various | $0.0212 | $0.0216 | $0.0220 | $0.0224 | $0.0228 |

**[1] Represents maximum annual % increases, actual annual % increases implemented may be less than proposed as approved by City Council each year.**

[2] HCF = hundred cubic feet or approximately 748 gallons.

[3] Should UWPA declare a water year 4, 5, or 6, the City may automatically recalculate rates for passthrough fees.

[4] Mixed class users are subject to one minimum commercial charge per commercial account plus one residential charge per residential dwelling unit.

[5] Winter use is calculated as the monthly use from January - April of the prior year divided by four.

### *Where Does Our Water Come From?*

The City's water supply is provided through a Joint Powers Agreement between the City of Angels and Union Public Utility District (UPUD). This agreement formed the Utica Water and Power Authority (UWPA), a Joint Powers Authority (JPA) that has served the City and its partner agency since 1995, when local officials purchased the 27-mile-long water system—consisting of flumes, ditches, reservoirs, and two powerhouses—from PG&E.

From 1995 to 2013, communities served by UWPA received water from the North Fork Stanislaus River and Mill Creek at little to no cost. The availability of this nearly cost-free water depended on three factors. The first factor was water availability in good water years for hydropower generation. Water availability is beyond human control and depends on snowpack within a given year. Less water results in less power generation, leading to reduced revenue to offset water costs to customers. This leads to the second factor: power generation. The ability to sell power is not only affected by the amount of Sierra snowpack but also by energy markets. The system, once innovative, has been disrupted by advances in renewable energy sources like wind and solar, as well as competition from natural gas. Finally, the third factor influencing low-cost water was the lack of investment in maintaining the Gold Rush-era water system.

Today, maintenance deferral is less and less of an option for savings, and UWPA is challenged with funding the impending Federal Energy Regulatory Commission (FERC) relicensing, which requires a financial investment and reserve strategy. The changing energy markets are eroding what was once a low-cost water supply.

The system also experienced unprecedented dry years between 2012 and 2015, which, combined with the factors previously discussed, drained UWPA's reserves.

JPA members have the responsibility of ensuring the financial viability of UWPA, which is why the City's rate study is based on hydropower revenues generated in an average water year.

The City's customers pay UWPA fees in proportion to their meter size. Customers with larger meters pay a higher UWPA fee, proportional to their meter capacity.

### *UWPA Fee Pass Through*

Should UWPA experience a drought year and require additional funds ("Pass-Through"), the City may automatically recalculate its rates to include the Pass-Through amount. If this occurs, the automatic City rate adjustment will not require a public hearing or any additional action by the City Council. At least 30 days before the effective date of the adjustment, the City will provide its customers with notice of the expected adjustment(s), which will generally be calculated as the total projected cost increase divided by the projected meter equivalents.

### *Low Income Discount Program*

To help offset the impact of rate increases for low-income customers, the City has established a low-income discount program utilizing non-rate sources of revenue (late payment fees). The applicant may only apply for their permanent residence, must be the bill payer of record, and must provide a copy of a current PG&E bill showing participation in the PG&E CARE Program or required documentation verifying a household income at or below 200% of the federal poverty guidelines. For more information on the program, please contact: 209-736-2181.

***Compliance with Proposition 218***

Proposition 218 requires that public utility providers follow a strictly defined process for increasing fees such as water and wastewater service rates. Generally speaking, the City must 1) Inform affected property owners of the proposed rates, 2) Clearly demonstrate the amounts of the proposed rates are cost justified (the cost of service study is on file at the City), and 3) Hold a public hearing no less than 45 days after noticing property owners, at which the City hears all protests to the proposed rates. These rates are subject to "majority protest," meaning they **cannot be imposed** if a majority of affected property owners submit **written** protests opposing the rates.

***To Protest This Change***

1) Notify the City in writing (200 Monte Verda Street, Suite B, Angels Camp, CA 95222, Attn: City Clerk) prior to the close of the February 4, 2025, public hearing that you oppose the proposed increase to either the water rates, wastewater rates, or both. You must identify the property affected by the proposed rates, and the property owner must sign the **written protest**. OR
2) Attend the February 4, 2025, public hearing at the time and place identified on page 1 of this notice and submit a written protest before the close of the public hearing.

*Pursuant to California Government Code 53759, there will be a 120-day statute of limitations for challenging any new, increased, or extended fees, including water and wastewater rates.*

CITY OF ANGELS CAMP

FOUNDED 1848 - EST 1912

# 2024 Water and Wastewater Rates Cost of Service Study

## Draft
## January 23, 2025

**BARTLE WELLS ASSOCIATES**
Independent Public Finance Consultants
2625 Alcatraz Avenue #602
Berkeley, California 94703
www.bartlewells.com
Tel: (510) 653-3399

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# 1. EXECUTIVE SUMMARY

The City of Angels Camp ("the City") provides water and wastewater services to a population of approximately 3,800 residents. The City retained Bartle Wells Associates ("BWA") to develop a financial plan and cost of service study for the City's water and wastewater enterprise funds to ensure their financial stability over the next five-year period. The rates developed in this study represent maximum annual rate increases. Actual annual rate increases implemented may be less than the proposed rates developed in this study, as approved by the City Council each year.

The proposed rates also outline passthrough fees for the City's share of costs under its Joint Powers Agreement (JPA) with the Utica Water and Power Authority (UWPA) under an average water year (water year 2.5). In early 2024, the UWPA developed a financial model for their projected revenues and expenses over the next five and ten years. The purpose of this analysis was to develop sound budget projections that could be provided to the JPA member agencies to use as a planning tool for future contributions. A total of six funding scenarios were developed. All six scenarios assumed Water Year 2.5, which is based on the average water year UWPA has experienced over the past 10 years. After consideration of all member funding scenarios, the City selected into a five year funding agreement. The agreement assumes member contributions under a water year 2.5, contribution for FY 24/25 set at $370,000, and 10% increases each year beginning in FY 25/26 and ending in FY 28/29. Should costs come in higher than projected, such as if the UWPA declare a water year 3, 4, 5, or 6, the City has the option to automatically pass through the additional cost through water rates under Government Code 53756.

**Water Issues**

The water system is a self-supporting enterprise that includes water supply, treatment, storage, and distribution facilities. Water supply is provided through a JPA between the City of Angels and Union Public Utility District (UPUD). The JPA, known as UWPA, has served the City and its partner agency since 1995.

Proposed water rate increases are needed to fund:

- Ongoing JPA Obligations - Member agency costs are increasing by 10% annually. BWA recommends that these costs are gradually phased in over the five year period.
- Ongoing cost inflation - Projected 5% annual operating costs increases.
- Capital Projects - near-term capital improvement program totaling ~$15.6 million in water projects.

**Wastewater Issues**

The wastewater system is a self-supporting enterprise comprised of six pump stations, 4.5 miles of forced main lines, and 22.5 miles of gravity sewer lines.

Proposed wastewater rate increases are needed to fund:

- Debt Obligations - The wastewater enterprise needs to fund annual debt obligations of ~$348,000.
- Ongoing cost inflation - Projected 5% annual operating costs increases.
- Capital Projects - near-term capital improvement program totaling ~$7 million in wastewater projects. The projects aim to increase the safety and security of the system and to promote regulatory compliance.

**Table 1** on the following page shows the current and proposed rates developed in this study.

## Table 1. Current and Proposed Rates

### Current & Proposed Water Rates

| Monthly Fixed Rates | | Meter Charges | | | | |
|---|---|---|---|---|---|---|
| Effective Date | Current | 6/21/2025 | 6/21/2026 | 6/21/2027 | 6/21/2028 | 6/21/2029 |
| **Proposed Maximum Increase (%)** [1] | | **3%** | **3%** | **3%** | **3%** | **3%** |
| Meter Size | | | | | | |
| 5/8" | $46.93 | $48.34 | $49.79 | $51.28 | $52.82 | $54.40 |
| 3/4" | $70.40 | $72.51 | $74.69 | $76.92 | $79.23 | $81.60 |
| 1" | $117.33 | $120.85 | $124.48 | $128.20 | $132.05 | $136.00 |
| 1 1/2" | $234.65 | $241.70 | $248.95 | $256.40 | $264.10 | $272.00 |
| 2" | $375.44 | $386.72 | $398.32 | $410.24 | $422.56 | $435.20 |
| 3" | $703.95 | $725.10 | $746.85 | $769.20 | $792.30 | $816.00 |
| 4" | $1,173.25 | $1,208.50 | $1,244.75 | $1,282.00 | $1,320.50 | $1,360.00 |
| 6" | $2,346.51 | $2,417.00 | $2,489.50 | $2,564.00 | $2,641.00 | $2,720.00 |
| Construction Meter | $70.40 | $72.51 | $74.69 | $76.92 | $79.23 | $81.60 |
| Volumetric Rates | | | | | | |
| All use, $ / hcf [2] | $1.69 | $1.74 | $1.79 | $1.84 | $1.90 | $1.96 |
| Monthly Fixed Rates | | UWPA Fees (Water Year 2.5) | | | | |
| Proposed Maximum Increase (%) [3] | | 6.22% | 6.22% | 6.22% | 6.22% | 5.00% |
| Meter Size | | | | | | |
| 5/8" | $13.91 | $14.78 | $15.70 | $16.67 | $17.71 | $18.60 |
| 3/4" | $20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |
| 1" | $34.77 | $36.94 | $39.24 | $41.68 | $44.28 | $46.49 |
| 1 1/2" | $69.55 | $73.88 | $78.48 | $83.36 | $88.55 | $92.98 |
| 2" | $111.27 | $118.20 | $125.56 | $133.38 | $141.68 | $148.76 |
| 3" | $208.64 | $221.63 | $235.43 | $250.08 | $265.65 | $278.93 |
| 4" | $347.73 | $369.39 | $392.38 | $416.81 | $442.75 | $464.89 |
| 6" | $695.46 | $738.77 | $784.76 | $833.61 | $885.51 | $929.78 |
| Construction Meter | $20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |

### Current & Proposed Wastewater Rates

| Monthly Fixed Rates | | | | | | |
|---|---|---|---|---|---|---|
| Effective Date | Current | 6/21/2025 | 6/21/2026 | 6/21/2027 | 6/21/2028 | 6/21/2029 |
| **Proposed Maximum Increase (%)** [1] | | **2%** | **2%** | **2%** | **2%** | **2%** |
| Residential Users | $107.95 | $110.11 | $112.31 | $114.56 | $116.85 | $119.19 |
| Non-Residential Minimum Charges [4] | $136.30 | $139.03 | $141.81 | $144.65 | $147.54 | $150.49 |
| Volumetric Rates | | | | | | |
| Non-Residential Users, $ / hcf, winter use [5] | Various | $0.0212 | $0.0216 | $0.0220 | $0.0224 | $0.0228 |

**[1] Represents maximum annual % increases, actual annual % increases implemented may be less than proposed as approved by City Council each year.**

[2] HCF = hundred cubic feet or approximately 748 gallons.

[3] Should UWPA declare a water year 3, 4, 5, or 6, the City may automatically recalculate rates for passthrough fees.

[4] Mixed class users are subject to one minimum commercial charge per commercial account plus one residential charge per residential dwelling unit.

[5] Winter use is calculated as the monthly use from January - April of the prior year divided by four.

# 2. BACKGROUND AND OBJECTIVES

## 2.1. Background

In 2023, the City engaged BWA to perform a rate study analyzing the capital and operating costs associated with the City's water and wastewater utilities and to determine recovery of costs for providing water and wastewater utility services. This report presents BWA's analysis of the operating and non-operating expenses of the City's water and wastewater enterprises. The goals of this study were to analyze the City's enterprise funds, make recommendations that enhance the financial sustainability of each enterprise, and to review utility rates to ensure that they adhere to the State's legal requirements.

## 2.2. Rate Study Objectives

Key goals and objectives of the financial plans and rate studies for the water and wastewater enterprises include developing rates that:

- Capture enough revenues to move forward with and complete capital projects that will provide City of Angels Camp water rate payers with clean and safe drinking water.
- Capture enough revenues to move forward with and complete capital projects and that will ensure reliable wastewater collection and treatment for City of Angels Camp wastewater rate payers.
- Recover the costs of providing utility services including operating costs, capital costs, and build prudent reserves to ensure the water and wastewater funds continue to operate as financially self-sustaining Enterprise Funds.
- Are fair and equitable to all customers.
- Are easy to understand and implement.
- Comply with the substantive cost-of-service requirements of the California Constitution, Article 13D, Section 6 (established by Proposition 218) and the general mandate of Article 10, Section 2 that prohibits the wasteful use of water.
- Support the City's long-term operational and financial stability.

This report summarizes key findings and recommendations for overall rate revenue increases over the next five years.

# 3. LEGAL REQUIREMENTS

## 3.1. Constitutional Rate Requirements

The California Constitution includes two key articles that directly govern or impact the City's water and wastewater rates: Article 10 and Article 13D. The rates developed in this study were designed to comply with both constitutional mandates as well as various provisions of the California Water Code and Government Code that support and add further guidance for implementing these constitutional requirements. In accordance with the constitutional provisions, the proposed rates are designed to a) recover the City's cost of providing water and wastewater service; b) allocate costs in proportion to the cost for serving each customer class; and c) promote conservation and discourage waste.

**Article 10, Section 2**

Article 10, Section 2 of the California Constitution was established by voter-approval in 1976 and requires public agencies to maximize the beneficial use of water, prevent waste, and encourage conservation. Section 2 states that:

> *It is hereby declared that because of the conditions prevailing in this State the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste or unreasonable use or unreasonable method of use of water be prevented, and that the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and for the public welfare.*

**Article 13D, Section 6**

Proposition 218 was adopted by California voters in 1996 and added Articles 13C and 13D to the California Constitution. Article 13D, Section 6 governs property-related charges, which the California Supreme Court subsequently ruled includes ongoing utility service charges such as water, sewer, and garbage rates. Article 13D, Section 6 establishes a) procedural requirements for imposing or increasing property-related charges, and b) substantive requirements for those charges. Article 13D also requires voter approval for new or increased property-related charges but exempts from this voting requirement rates for water, sewer, and garbage service.

The substantive requirements of Article 13D, Section 6 require the City's water and wastewater rates to meet the following conditions:

1) Revenues derived from the fee or charge shall not exceed the funds required to provide the property-related service.
2) Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed.
3) The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.
4) No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question.

Pursuant to California Government Code 53759, there is a 120-day statute of limitations for challenging any new, increased, or extended fees. This statute of limitations applies to the water and wastewater rates proposed in this rate study and is included in the Proposition 218 Notice.

## 3.2. Use of Generally Accepted Rate-Making Principles

The rates developed in this report use a straightforward methodology to establish an equitable system of fixed and variable charges that recover the cost of providing service and fairly apportion costs to each rate component. The rates were developed using generally accepted cost-based principles and methodologies for establishing water rates, charges, and fees contained and discussed in the AWWA M1 Manual. In developing water rates, it is important to know that there is no "one-size-fits-all" approach for establishing cost-based water rates, "the (M1 Manual) is aimed at outlining the basic elements involved in water rates and suggesting alternative rules of procedure for formulating rates, thus permitting the exercise of judgment and preference to meet local conditions and requirements." [1]

BWA uses a straightforward methodology to establish equitable charges that recover the cost of providing service and fairly apportion costs.

Key elements of this study include:

1) **Project Initiation and Data Collection** – Review financial policies; collect financial and other relevant data; and review rate structures;
2) **Demand Analysis** – Analyze past customer demands and customer characteristics to forecast future demands;
3) **Long Range Financial Plans** – Develop financial projections to evaluate annual revenue requirements from rates and the overall level of rate increases needed to fund the costs of providing service and support long term financial stability;
4) **Cost Allocation** – Group the City's costs in terms of the function they serve as a basis to proportionally allocate the revenue requirement from rates;
5) **Cost-of-Service Rate Design** – Develop rates that proportionately recover costs; and
6) **Prop 218 Process** – Ensure compliance with the substantive and procedural requirements of Proposition 218.

[1] AWWA Manual M1 Manual, Principles of Water Rates, Fees, and Charges, Sixth Edition, 2012, page 5.

# 4. WATER SYSTEM OVERVIEW

## 4.1. Water Supply

The City's water supply is provided through a Joint Powers Agreement (JPA) between the City of Angels and Union Public Utility District (UPUD). The JPA, known as Utica Water and Power Authority (UWPA), has served the City and its partner agency since 1995 when local officials purchased the 27-mile-long flumes, ditches, and two powerhouses from PG&E. The purchase, led by Calaveras County Water District (CCWD), was meant to secure the valuable 1914 water rights for the residents of Angels Camp. The original JPA included CCWD, the City, and UPUD. CCWD left the partnership in 2004 over concerns about the financial costs of participating in the partnership.

From 1995 to 2013 communities served by the UWPA received water from the North Fork Stanislaus River at little to no cost. The UWPA further elected to offset water costs by utilizing its hydro-power generation revenues in efforts to keep water costs low. While residents had enjoyed a low-cost water source for decades, the model built to sustain this commodity has now become outmoded. The system experienced unprecedented dry years between the years of 2012-2015. Less water results in less power generation resulting in less revenue available to offset low to no cost water to customers, and maintenance deferral has become less and less of an option for savings. The UWPA is further burdened by the impending FERC relicensing, which requires funding additional financial investments and reserves.

These financial challenges coupled with the changing energy markets have chipped away at what was once a low-cost water supply. Member agencies hold the responsibility to ensure the financial viability of the JPA.

## 4.2. City Water Distribution

The City acquired the water treatment plant in 1984 from PG&E. A 2.5 million gallon tank located at the plant is the only existing storage tank within the City water system. Water to the City is fed by the original PG&E transmission line and is assumed to be greater than 50 years old. City staff maintains 167,000 linear feet of pipelines with diameters ranging from 2-14". The system includes 300 hydrants, 30 air relieve valves, 14 blow-off valves, ten pressure reducing valves, and one surge valve. In certain locations, pipe is reasonably estimated to be greater than 50 years in use.

## 4.3. Current Water Rates

As shown in **Table 2**, the current rate structure includes a uniform volumetric rate based on usage, a monthly meter service charge, and a monthly UWPA passthrough fee.

**Table 2. Current Water Rates**

| **All water users** | **$/hcf** |
|---|---|
| All use | $1.69 |

| **Meter Size** | **Meter Charge** | **UWPA Fee (Water Year 2.5)** | **Total Monthly Fixed Charge** |
|---|---|---|---|
| 5/8" | $46.93 | $13.91 | $60.84 |
| 3/4" | 70.40 | 20.86 | 91.26 |
| 1" | 117.33 | 34.77 | 152.10 |
| 1 1/2" | 234.65 | 69.55 | 304.20 |
| 2" | 375.44 | 111.27 | 486.71 |
| 3" | 703.95 | 208.64 | 912.59 |
| 4" | 1,173.25 | 347.73 | 1,520.98 |
| 6" | 2,346.51 | 695.46 | 3,041.97 |
| Construction meter | 70.40 | 20.86 | 91.26 |

## 4.4. Water Enterprise Debt

The water enterprise does not have any outstanding debt service as of FY 2024/25.

## 4.5. Capital Improvement Plan

**Table 3** shows the water enterprise near term capital improvement program. The Capital Improvement Plan (CIP) has identified project costs in the amount of $15.67 million. The projects aim to increase the safety and security of the system and to promote regulatory compliance. In an effort to help keep water rates low for their customers, the City plans to use financial reserves to help fund proposed water projects.

**Table 3. Water Enterprise Capital Improvement Plan**

| Project Name & Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Totals |
|---|---|---|---|---|---|---|---|
| **WTP 1 & 2** | | | | | | | |
| Backwash Handling Improvements | | $3,330,000 | $3,330,000 | | | | **$6,660,000** |
| Treated Water Transmission Main Replacement | | | | 2,180,000 | | | **2,180,000** |
| **WTM 1 & 2** | | | | | | | |
| SR-49 Transmission Main Upgrade | | | | 1,015,000 | | | **1,015,000** |
| Murphys Grade Rd Transmission Main Upgrade | | | | | 2,300,000 | | **2,300,000** |
| **WDP 1, 2, & 3** | | | | | | | |
| Mark Twain Road Water System Improvements | 680,000 | | | | | | **680,000** |
| Hillcrest, Gold Cliff, McCauley Ranch Rd Water System Improvements | 590,000 | | | | | | **590,000** |
| Pressure Relief Valve Replacement | 980,000 | | | | | | **980,000** |
| Automatic Meter Reading Project | 152,000 | 152,000 | 152,000 | 152,000 | 152,000 | | **760,000** |
| Capital Projects | | | | | | 500,000 | **500,000** |
| **Total** | **$2,402,000** | **$3,482,000** | **$3,482,000** | **$3,347,000** | **$2,452,000** | **$500,000** | **$15,665,000** |

## 4.6. Cash Flow Projection

The City is anticipating several manageable financial challenges that will require gradual rate increases in the upcoming years. Annual rate increases are needed to keep revenues in line with inflation and to prevent rates from falling behind the cost of providing water services.

BWA determined that the City needs to raise rate revenue (excluding the UWPA passthrough fees) by 3% per year to meet the goal of funding the City's operating and capital needs. The UWPA passthrough fees are recommended to be gradually phased in and fully cover projected UWPA contributions.

**Table 4** shows the water enterprise 10-year cash flow projection.

# Table 4. Water Cashflow Projections

| | | | | | | Projected | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Fiscal Year** | **2024/25** | **2025/26** | **2026/27** | **2027/28** | **2028/29** | **2029/30** | **2030/31** | **2031/32** | **2032/33** | **2033/34** | **2034/35** |
| **Beginning Fund Balance** | **$7,559,047** | **$5,710,330** | **$6,109,148** | **$6,482,412** | **$3,746,948** | **$1,832,102** | **$1,850,225** | **$1,847,020** | **$1,820,035** | **$1,767,973** | **$1,686,724** |
| ***% Rate Revenue Increase*** | ***0.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** | ***3.00%*** |
| ***Growth - %*** | ***2.7%*** | ***1.7%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** |
| REVENUES | | | | | | | | | | | |
| Water Rate Revenue | | | | | | | | | | | |
| Water Service Charges | $1,926,235 | $2,017,261 | $2,077,778 | $2,140,112 | $2,204,315 | $2,270,445 | $2,338,558 | $2,408,715 | $2,480,976 | $2,555,405 | $2,632,068 |
| UWPA Charges | 418,456 | 451,952 | 480,086 | 509,971 | 541,717 | 568,803 | 597,243 | 627,105 | 658,460 | 691,383 | 725,953 |
| Total Rate Revenues | 2,344,691 | 2,469,213 | 2,557,865 | 2,650,083 | 2,746,032 | 2,839,248 | 2,935,801 | 3,035,820 | 3,139,437 | 3,246,789 | 3,358,020 |
| Misc Operating Revenues | | | | | | | | | | | |
| Water Connection Fees | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Misc. Revenue[1] | 28,600 | 3,338,600 | 3,338,600 | 68,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| Interest | 34,000 | 35,020 | 36,071 | 37,153 | 38,267 | 39,415 | 40,598 | 41,816 | 43,070 | 44,362 | 45,693 |
| Total Misc Operating Revenues | 62,600 | 3,373,620 | 3,374,671 | 105,753 | 66,867 | 68,015 | 69,198 | 70,416 | 71,670 | 72,962 | 74,293 |
| Total Revenues | 2,407,291 | 5,842,833 | 5,932,535 | 2,755,836 | 2,812,899 | 2,907,263 | 3,004,999 | 3,106,236 | 3,211,107 | 3,319,751 | 3,432,313 |
| EXPENSES | | | | | | | | | | | |
| Operating Expenses | | | | | | | | | | | |
| Personnel Costs | 642,162 | 674,270 | 707,983 | 743,382 | 780,551 | 819,579 | 860,558 | 903,586 | 948,765 | 996,203 | 1,046,013 |
| Water UL | 88,889 | 93,333 | 98,000 | 102,900 | 108,045 | 113,447 | 119,120 | 125,076 | 131,330 | 137,896 | 144,791 |
| Utica Water and Power Contribution | 370,000 | 407,000 | 447,700 | 492,470 | 541,717 | 568,803 | 597,243 | 627,105 | 658,460 | 691,383 | 725,953 |
| Utilities | 35,690 | 37,475 | 39,348 | 41,316 | 43,381 | 45,550 | 47,828 | 50,219 | 52,730 | 55,367 | 58,135 |
| Repairs & Maintenance | 60,500 | 63,525 | 66,701 | 70,036 | 73,538 | 77,215 | 81,076 | 85,130 | 89,386 | 93,855 | 98,548 |
| Tools & Equipment | 6,000 | 6,300 | 6,615 | 6,946 | 7,293 | 7,658 | 8,041 | 8,443 | 8,865 | 9,308 | 9,773 |
| Professional Services | 214,700 | 225,435 | 236,707 | 248,542 | 260,969 | 274,018 | 287,719 | 302,104 | 317,210 | 333,070 | 349,724 |
| Materials & Supplies | 91,357 | 95,925 | 100,721 | 105,757 | 111,045 | 116,597 | 122,427 | 128,548 | 134,976 | 141,724 | 148,811 |
| Other Services & Charges | 130,825 | 137,366 | 144,235 | 151,446 | 159,019 | 166,970 | 175,318 | 184,084 | 193,288 | 202,953 | 213,100 |
| O&M Cost Allocations | 150,000 | 157,500 | 165,375 | 173,644 | 182,326 | 191,442 | 201,014 | 211,065 | 221,618 | 232,699 | 244,334 |
| Total Operating Expenses | 1,790,122 | 1,898,128 | 2,013,385 | 2,136,439 | 2,267,884 | 2,381,279 | 2,500,343 | 2,625,360 | 2,756,628 | 2,894,459 | 3,039,182 |
| Non Operating Expenses | | | | | | | | | | | |
| Vehicle Replacement Set Aside | 63,886 | 63,886 | 63,886 | 7,861 | 7,861 | 7,861 | 7,861 | 7,861 | 6,541 | 6,541 | 6,541 |
| Projected Loan Debt Service | | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Existing Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvement Projects | 2,402,000 | 3,482,000 | 3,482,000 | 3,347,000 | 2,452,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| Total Non Operating Expenses | 2,465,886 | 3,545,886 | 3,545,886 | 3,354,861 | 2,459,861 | 507,861 | 507,861 | 507,861 | 506,541 | 506,541 | 506,541 |
| Total Expenses | 4,256,008 | 5,444,014 | 5,559,271 | 5,491,300 | 4,727,745 | 2,889,140 | 3,008,204 | 3,133,221 | 3,263,169 | 3,401,000 | 3,545,723 |
| Net Revenues for Debt Service/Capital | 617,169 | 3,944,704 | 3,919,150 | 619,397 | 545,015 | 525,984 | 504,656 | 480,876 | 454,479 | 425,292 | 393,131 |
| Net Income | (1,848,717) | 398,818 | 373,264 | (2,735,464) | (1,914,846) | 18,123 | (3,205) | (26,985) | (52,062) | (81,249) | (113,410) |
| Ending Fund Balance | $5,710,330 | $6,109,148 | $6,482,412 | $3,746,948 | $1,832,102 | $1,850,225 | $1,847,020 | $1,820,035 | $1,767,973 | $1,686,724 | $1,573,315 |
| Total Unrestricted Fund Target (25% O&M) | 447,531 | 474,532 | 503,346 | 534,110 | 566,971 | 595,320 | 625,086 | 656,340 | 689,157 | 723,615 | 759,796 |
| *Target Met* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* |
| Debt Service Coverage (Minimum 1.20x) | | | | | | | | | | | |
| *Target Met* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* |

1 - Connection Fees, Inspections, Water Meter Charge, Utility Processing Fee, Door Hanger Fee, Restoration Fee, Utility Late Fee, Other

## 4.7. Current Customer Base & Revenue Estimate

**Table 5** shows the water enterprise's current number of customers by meter size and projected rate revenue under current rates. The meter cost ratio is based on American Water Works Association (AWWA) standard ratios. Excluding UWPA passthrough fees, the water enterprise currently collects approximately 71% of rate revenue from fixed meter charges and 29% from volumetric charges. Total water usage amounted to 326,031 hundred cubic feet in FY 2023/24.

**Table 5. Current Water Rate Revenue**

| Meter Size | Number of Customers | Monthly Meter Rate | Monthly Meter Revenue | Current Meter Cost Ratio | 5/8" Meter Equivalents |
|---|---|---|---|---|---|
| 5/8" | 1,656 | $46.93 | $77,716.08 | 1 | 1,656 |
| 3/4" | 36 | 70.40 | 2,534.40 | 1.5 | 54 |
| 1" | 59 | 117.33 | 6,922.47 | 2.5 | 148 |
| 1 1/2" | 21 | 234.65 | 4,927.65 | 5 | 105 |
| 2" | 35 | 375.44 | 13,140.40 | 8 | 280 |
| 3" | 8 | 703.95 | 5,631.60 | 15 | 120 |
| 4" | 1 | 1,173.25 | 1,173.25 | 25 | 25 |
| 6" | 1 | 2,346.51 | 2,346.51 | 50 | 50 |
| Construction Meter | 3 | 70.40 | 211.20 | 1.5 | 5 |
| | 1,820 | | $114,603.56 | | 2,442 |

| **Current Water Rate Revenue Estimate** | | |
|---|---|---|
| Total Annual Rate Revenue | $1,926,235 | 100% |
| Annual Meter Revenue | 1,375,243 | 71% |
| Annual Volumetric Rate Revenue | 550,992 | 29% |
| | | |
| Total Use (HCF) | 326,031 | |
| $/hcf | $1.69 | |

## 4.8. Cost Allocation to Billing Components

In **Table 6,** BWA allocated FY 2023/24 costs (excluding UWPA costs) to billing components (meter versus usage). Costs are allocated more toward the fixed meter charges to represent that they are more recurrent regardless of water usage. BWA recommends collecting approximately 70% of rate revenue based on meter charges and 30% based on usage charges based on this analysis.

**Table 6. Water Cost Allocation**

| | 2023/24 | Meter Charge | | Usage Charge | |
|---|---|---|---|---|---|
| **Operating Expenses** | | | | | |
| Personnel Costs | $566,221 | 70% | $397,793 | 30% | $168,428 |
| Water UL | 98,943 | 70% | 69,511 | 30% | 29,432 |
| Utilities | 46,400 | 70% | 32,598 | 30% | 13,802 |
| Repairs & Maintenance | 76,500 | 70% | 53,744 | 30% | 22,756 |
| Tools & Equipment | 6,000 | 70% | 4,215 | 30% | 1,785 |
| Professional Services | 142,300 | 70% | 99,971 | 30% | 42,329 |
| Materials & Supplies | 77,139 | 70% | 54,193 | 30% | 22,946 |
| Other Services & Charges | 131,750 | 70% | 92,560 | 30% | 39,190 |
| O&M Cost Allocations | 150,000 | 70% | 105,381 | 30% | 44,619 |
| **Total Operating Expenses** | 1,295,253 | | 909,967 | | 385,286 |
| **Non Operating Expenses** | | | | | |
| Vehicle Replacement Set Aside | 63,886 | 70% | 44,882 | 30% | 19,004 |
| Debt Service | 37,234 | 70% | 26,158 | 30% | 11,076 |
| Capital Improvement Projects | 2,165,000 | 70% | 1,520,999 | 30% | 644,001 |
| **Total Non Operating Expenses** | 2,266,120 | | 1,592,039 | | 674,081 |
| **Total Expenses** | 3,561,373 | | 2,502,006 | | 1,059,367 |
| **Adjustments** | | | | | |
| Less: Non Rate Revenue | 62,600 | 70% | 43,979 | 30% | 18,621 |
| Less: Use of Reserves | 1,541,251 | 70% | 1,082,790 | 30% | 458,461 |
| **Total Adjustments** | 1,603,851 | | 1,126,769 | | 477,082 |
| **Angel's Camp Revenue Requirements** | $1,957,522 | 70% | $1,375,237 | 30% | $582,285 |

## 4.9. Current Meter Charges

**Table 7** shows the development of the meter charges. The $1,375,237 of costs allocated to meter charges in **Table 6** is divided by estimated 5/8" meter equivalents of 2,442 to get an annual charge of $563.16, or $46.93 per month. Customers with meters larger than the 5/8" base would pay proportionally more based on the capacity of the meter.

**Table 7. Current Water Meter Cost Allocation**

| | |
|---|---|
| Meter Charge Allocation | $1,375,237 |
| 5/8" AWWA Meter Equivalents | 2,442 |
| Annual $ per 5/8" Meter Equivalent | $563.16 |
| Monthly $/per 5/8" Meter Equivalent | $46.93 |

| Meter Size | AWWA Meter Ratio | Current | Proposed |
|---|---|---|---|
| 5/8" | 1 | $46.93 | $46.93 |
| 3/4" | 1.5 | 70.40 | 70.40 |
| 1" | 2.5 | 117.33 | 117.33 |
| 1 1/2" | 5 | 234.65 | 234.65 |
| 2" | 8 | 375.44 | 375.44 |
| 3" | 15 | 703.95 | 703.95 |
| 4" | 25 | 1,173.25 | 1,173.25 |
| 6" | 50 | 2,346.51 | 2,346.50 |

## 4.10. Current and Projected UWPA Passthrough Fees

**Table 8** shows the development of the UWPA passthrough fees under an average water year 2.5. Projected Utica Water and Power Contributions are divided by total meter equivalents to get a cost per 5/8" meter. Larger meters pay proportionally more based on their metered capacity. The fee is designed to cover the costs of the City's water supply based on projected annual contribution amounts. The projected costs utilized to develop these fees are based on Utica Water and Power projected contributions based on an average water year and do not account for additional wholesale cost increases beyond 10% per year.

BWA recommends implementing passthrough fees based on UWPA's average water year, water year 2.5. Should contribution amounts be less than average, such as in the case of a water year 1 or 2, the City is recommended to save any additional amount in a balancing account that can be used to offset fee increases in bad years (water years 4, 5 or 6). Any increases, such as in the case of a water year 3, 4, 5, or 6, may be passed through via Government Code 53756.

## Table 8. UWPA Passthrough Fees Allocation

| **Water Year 2.5** | | **2024/25** | **2025/26** | **2026/27** | **2027/28** | **2028/29** | **2029/30** |
|---|---|---|---|---|---|---|---|
| Utica Water And Power Contribution | | $370,000 | $407,000 | $447,700 | $492,470 | $541,717 | $568,803 |
| Growth | | 65 | 42 | 0 | 0 | 0 | 0 |
| Projected 5/8" Meter Equivalents | | 2,507 | 2,549 | 2,549 | 2,549 | 2,549 | 2,549 |
| Meter Size | AWWA Meter Ratio | | | | | | |
| 5/8" | 1 | $13.91 | $14.78 | $15.70 | $16.67 | $17.71 | $18.60 |
| 3/4" | 1.5 | 20.86 | 22.16 | 23.54 | 25.01 | 26.57 | 27.89 |
| 1" | 2.5 | 34.77 | 36.94 | 39.24 | 41.68 | 44.28 | 46.49 |
| 1 1/2" | 5 | 69.55 | 73.88 | 78.48 | 83.36 | 88.55 | 92.98 |
| 2" | 8 | 111.28 | 118.20 | 125.56 | 133.38 | 141.68 | 148.76 |
| 3" | 15 | 208.64 | 221.63 | 235.43 | 250.08 | 265.65 | 278.93 |
| 4" | 25 | 347.74 | 369.39 | 392.38 | 416.81 | 442.75 | 464.89 |
| 6" | 50 | 695.48 | 738.77 | 784.76 | 833.61 | 885.51 | 929.78 |
| Construction Meter | 1.5 | 20.86 | 22.16 | 23.54 | 25.01 | 26.57 | 27.89 |

## 4.11. Proposed City Water Rates

**Table 9** shows the current and proposed water rates for the City. The proposed rates incorporate the cost allocation developed in **Table 6** and the annual projected costs over the next five-year period.

**Table 9. Current and Proposed Water Rates**

| | | Fiscal Year<br>Effective Date<br>Proposed Increase | 2025/26<br>6/21/2025<br>3.0% | 2026/27<br>6/21/2026<br>3.0% | 2027/28<br>6/21/2027<br>3.0% | 2028/29<br>6/21/2028<br>3.0% | 2029/30<br>6/21/2029<br>3.0% |
|---|---|---|---|---|---|---|---|
| **Monthly Use** | | **Current Rate** | | | | | |
| All use, $/hcf | | $1.69 | $1.74 | $1.79 | $1.84 | $1.90 | $1.96 |
| **Meter Size** | **Meter Cost Ratio** | **Current Meter Rates** | | | | | |
| 5/8" | 1 | 46.93 | 48.34 | 49.79 | 51.28 | 52.82 | 54.40 |
| 3/4" | 1.5 | 70.40 | 72.51 | 74.69 | 76.92 | 79.23 | 81.60 |
| 1" | 2.5 | 117.33 | 120.85 | 124.48 | 128.20 | 132.05 | 136.00 |
| 1 1/2" | 5 | 234.65 | 241.70 | 248.95 | 256.40 | 264.10 | 272.00 |
| 2" | 8 | 375.44 | 386.72 | 398.32 | 410.24 | 422.56 | 435.20 |
| 3" | 15 | 703.95 | 725.10 | 746.85 | 769.20 | 792.30 | 816.00 |
| 4" | 25 | 1,173.25 | 1,208.50 | 1,244.75 | 1,282.00 | 1,320.50 | 1,360.00 |
| 6" | 50 | 2,346.51 | 2,417.00 | 2,489.50 | 2,564.00 | 2,641.00 | 2,720.00 |
| Construction Meter | 1.5 | 70.40 | 72.51 | 74.69 | 76.92 | 79.23 | 81.60 |

## 4.12. Proposed UWPA Passthrough Fees

**Table 10** shows the current and proposed passthrough fees for annual UWPA contributions based on an average water year.

**Table 10. Current and Proposed Passthrough Fees**

| Water Year 2.5 (Average Contribution) | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | **Fiscal Year Effective Date Proposed Increase** | **2025/26 6/21/2025 6.22%** | **2026/27 6/21/2026 6.22%** | **2027/28 6/21/2027 6.22%** | **2028/29 6/21/2028 6.22%** | **2029/30 6/21/2029 5.00%** |
| **Meter Size** | **Meter Cost Ratio** | **Current UWPA Passthrough Fee** | | | | | |
| 5/8" | 1 | $13.91 | $14.78 | $15.70 | $16.67 | $17.71 | $18.60 |
| 3/4" | 1.5 | 20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |
| 1" | 2.5 | 34.77 | $36.94 | $39.24 | $41.68 | $44.28 | $46.49 |
| 1 1/2" | 5 | 69.55 | $73.88 | $78.48 | $83.36 | $88.55 | $92.98 |
| 2" | 8 | 111.27 | $118.20 | $125.56 | $133.38 | $141.68 | $148.76 |
| 3" | 15 | 208.64 | $221.63 | $235.43 | $250.08 | $265.65 | $278.93 |
| 4" | 25 | 347.73 | $369.39 | $392.38 | $416.81 | $442.75 | $464.89 |
| 6" | 50 | 695.46 | $738.77 | $784.76 | $833.61 | $885.51 | $929.78 |
| Construction Meter | 1.5 | 20.86 | $22.16 | $23.54 | $25.01 | $26.57 | $27.89 |

## 4.13. Water Bill Impacts

**Table 11** shows the bill impacts of the proposed water rates on a variety of usage levels for a typical residential user.

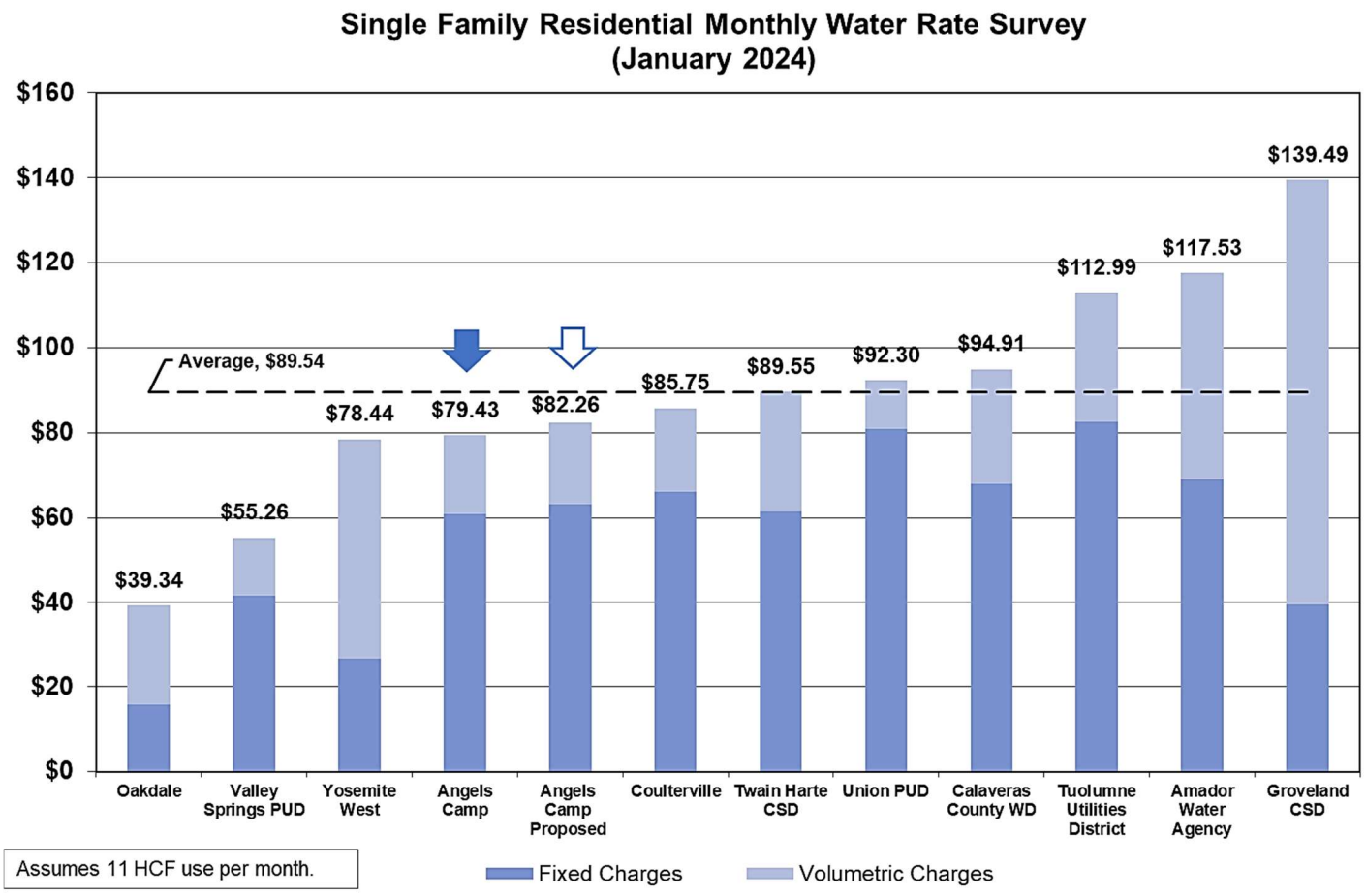
**Table 11. Water Bill Impacts**

| Single Family Residential - 5/8" Meter | | | | | | | |
|---|---|---|---|---|---|---|---|
| **Monthly Use** | **hcf** | **Current Billing** | **Projected 2025/26** | **Projected 2026/27** | **Projected 2027/28** | **Projected 2028/29** | **Projected 2029/30** |
| Low | 7 | $72.67 | $75.30 | $78.02 | $80.83 | $83.83 | $86.72 |
| Average | 11 | 79.43 | 82.26 | 85.18 | 88.19 | 91.43 | 94.56 |
| Moderate | 15 | 86.19 | 89.22 | 92.34 | 95.55 | 99.03 | 102.40 |
| High | 40 | 128.44 | 132.72 | 137.09 | 141.55 | 146.53 | 151.40 |

## 4.14. Regional Water Rate Survey

**Figure 1** compares the water bills for a typical single family home to those of other regional agencies.

**Figure 1: Regional Water Rate Survey**



# 5. WASTEWATER SYSTEM OVERVIEW

## 5.1. Wastewater Treatment and Collection

The existing wastewater system is comprised of six lift stations, 4.5 miles of forced main lines, and 22.5 miles of gravity sewer lines. The system is comprised of three district sub-systems: Altaville, Downtown, and Angel Oaks/Greenhorn.

The Water Treatment Plant consists of headworks, an equalization basin, three sequencing batch reactors, an intermediate storage basin, four filters ultraviolet disinfection facilities, a diversion storage basin, two aerobic digesters, belt filter press, eight sludge drying beds, and a storage reservoir. Recycled water is used for irrigation of a 136-acre sprayfield adjacent to Holman Reservoir and the 110-acre Golf Course at Greenhorn Creek.

## 5.2. Current Wastewater Rates

**Table 12** shows the City's current wastewater rates. Current residential rates are based on dwelling units and commercial rates are based on connections per commercial establishment. Current wastewater rates for Other Institutions are per gallon of winter use, and per gallon of use for Six Mile Village (Outside Agency). BWA recommends updating the City's current rate structure to include fixed charges for all user groups receiving wastewater services from the City.

**Table 12. Current Wastewater Rates**

| Residential | $ / Dwelling Unit / Month |
|---|---|
| Single Family | $107.95 |
| Mobile Home | 107.95 |
| Multi-Family | 107.95 |
| **Commercial & Industrial** | **$ / Establishment / Month** |
| Commercial & Industrial | 136.30 |
| **Other Institutional** | **$ / gallon , winter use** |
| Other Institutional | 0.0208 |
| **Six Mile Village (Outside Agency)** | **$ / gallon** |
| Domestic-Strength | 0.0144 |

## 5.3. Wastewater Enterprise Debt

**Table 13** shows the wastewater enterprise's current debt obligation schedules.

**Table 13. Current Wastewater Enterprise Debt Schedules**

| 2017 USDA Refinancing Loan Agreement (Wastewater) | | | |
|---|---|---|---|
| **Repayment Date** | **Loan** | **Interest** | **Total Repayment** |
| Sept. 1, 2017 | $119,510.00 | $35,877.95 | $155,387.95 |
| Mar. 1, 2018 | $119,511.00 | $53,565.53 | $173,076.53 |
| Sept. 1, 2018 | $113,769.00 | $51,934.21 | $165,703.21 |
| Mar. 1, 2019 | $113,768.00 | $50,381.26 | $164,149.26 |
| Sept. 1, 2019 | $114,970.00 | $48,828.33 | $163,798.33 |
| Mar. 1, 2020 | $114,970.00 | $47,258.99 | $162,228.99 |
| Sept. 1, 2020 | $118,722.00 | $45,689.65 | $164,411.65 |
| Mar. 1, 2021 | $118,722.00 | $44,069.09 | $162,791.09 |
| Sept. 1, 2021 | $122,469.00 | $42,448.54 | $164,917.54 |
| Mar. 1, 2022 | $122,470.00 | $40,776.84 | $163,246.84 |
| Sept. 1, 2022 | $126,213.00 | $39,105.12 | $165,318.12 |
| Mar. 1, 2023 | $126,214.00 | $37,382.31 | $163,596.31 |
| Sept. 1, 2023 | $129,953.00 | $35,659.49 | $165,612.49 |
| Mar. 1, 2024 | $129,954.00 | $33,885.63 | $163,839.63 |
| Sept. 1, 2024 | $133,690.00 | $32,111.76 | $165,801.76 |
| Mar. 1, 2025 | $133,689.00 | $30,286.89 | $163,975.89 |
| Sept. 1, 2025 | $137,420.00 | $28,462.04 | $165,882.04 |
| Mar. 1, 2026 | $137,421.00 | $26,586.26 | $164,007.26 |
| Sept. 1, 2026 | $141,147.00 | $24,710.46 | $165,857.46 |
| Mar. 1, 2027 | $141,148.00 | $22,783.80 | $163,931.80 |
| Sept. 1, 2027 | $144,870.00 | $20,857.13 | $165,727.13 |
| Mar. 1, 2028 | $144,870.00 | $18,879.66 | $163,749.66 |
| Sept. 1, 2028 | $148,587.00 | $16,902.18 | $165,489.18 |
| Mar. 1, 2029 | $148,589.00 | $14,873.97 | $163,462.97 |
| Sept. 1, 2029 | $152,301.00 | $12,845.73 | $165,146.73 |
| Mar. 1, 2030 | $152,301.00 | $10,766.82 | $163,067.82 |
| Sept. 1, 2030 | $156,009.00 | $8,687.91 | $164,696.91 |
| Mar. 1, 2031 | $156,009.00 | $6,558.39 | $162,567.39 |
| Sept. 1, 2031 | $162,230.00 | $4,428.87 | $166,658.87 |
| Mar. 1, 2032 | $162,229.00 | $2,214.43 | $164,443.43 |
| **TOTALS:** | $4,043,725.00 | $888,819.24 | $4,932,544.24 |

| State Department of Water Resources (Wastewater) | | | |
|---|---|---|---|
| **Fiscal Year Ended June 30,** | **Principal** | **Interest** | **Total Repayment** |
| 2018 | $13,858 | $2,071 | $15,929 |
| 2019 | $13,996 | $1,933 | $15,929 |
| 2020 | $14,136 | $1,793 | $15,929 |
| 2021 | $14,278 | $1,651 | $15,929 |
| 2022 | $14,420 | $1,509 | $15,929 |
| 2023 - 2027 | $74,294 | $5,351 | $79,645 |
| 2028 - 2031 | $62,155 | $1,561 | $63,716 |
| Totals | $207,137 | $15,869 | $223,006 |

## 5.4. Capital Improvement Plan

As shown on **Table 14**, the near term CIP has identified capital project costs in the amount of $7.00 million. The projects aim to increase the safety and security of the system and to promote regulatory compliance. The City estimates the wastewater enterprise will obtain a $567,000 loan in FY 2026/27 to fund the projected capital program.

**Table 14. Wastewater Enterprise Capital Improvement Plan**

| Project Name & Description | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Totals |
|---|---|---|---|---|---|---|---|
| **WWTP 1** | | | | | | | |
| Emergency Storage Basin Improvements | | | | $275,000 | $275,000 | | **$550,000** |
| **WWTP 2** | | | | | | | |
| Grit Removal Systems | | 350,000 | 350,000 | | | | **$700,000** |
| **WWCS 1 & 2** | | | | | | | |
| Booster Way Sewerline | 1,950,000 | 950,000 | | | | | **$2,900,000** |
| **WWCS 3** | | | | | | | |
| Main Street Sewer Replacement | | | 700,000 | | | | **$700,000** |
| **WWCS 4** | | | | | | | |
| Murphys Grade Rd Sewer Rehabilitation | | | | 380,000 | 380,000 | | **$760,000** |
| I & I Projects | | | | 300,000 | | | **$300,000** |
| Capital Projects | 95,000 | 0 | 0 | 0 | 0 | 1,000,000 | **$1,095,000** |
| Total Sewer CIP | **$2,045,000** | **$1,300,000** | **$1,050,000** | **$955,000** | **$655,000** | **$1,000,000** | **$7,005,000** |

## 5.5. Cash Flow Projection

**Table 15** shows the wastewater enterprise 10-year cash flow projection. BWA determined that the City needs to raise rate revenues by 2% per year for the next 5 years to meet the goal of funding the City's operating and capital needs.

# Table 15. Wastewater Cash Flow Projections

| | Projected | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Fiscal Year** | **2024/25** | **2025/26** | **2026/27** | **2027/28** | **2028/29** | **2029/30** | **2030/31** | **2031/32** | **2032/33** | **2032/34** | **2032/35** |
| Beginning Fund Balance | $5,830,442 | $5,280,531 | $5,531,513 | $6,534,449 | $7,104,499 | $7,953,053 | $8,431,815 | $8,751,536 | $8,914,773 | $9,236,990 | $9,373,603 |
| ***% Rate Revenue Increase*** | ***0.00%*** | ***2.00%*** | ***2.00%*** | ***2.00%*** | ***2.00%*** | ***2.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** | ***0.00%*** |
| *Growth - %* | *3.1%* | *1.9%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* | *0.0%* |
| REVENUES | | | | | | | | | | | |
| Operating Revenue | | | | | | | | | | | |
| Sewer Service Fee - O&M | $3,587,146 | $3,728,996 | $3,803,575 | $3,879,647 | $3,957,240 | $4,036,385 | $4,036,385 | $4,036,385 | $4,036,385 | $4,036,385 | $4,036,385 |
| Sewer Connection Fee | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Misc. Revenue | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Interest Earnings | 122,400 | 126,072 | 129,854 | 133,750 | 137,762 | 141,895 | 146,152 | 150,537 | 155,053 | 159,704 | 164,495 |
| Total Operating Revenues | 3,709,546 | 3,855,068 | 3,933,430 | 4,013,397 | 4,095,002 | 4,178,280 | 4,182,537 | 4,186,921 | 4,191,437 | 4,196,089 | 4,200,880 |
| Non Operating Revenues | | | | | | | | | | | |
| Projected Loan (6%, 20 Years) | 0 | 0 | 566,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Non Operating Revenues | 0 | 0 | 566,500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Total Revenues** | 3,709,546 | 3,855,068 | 4,499,930 | 4,013,397 | 4,095,002 | 4,178,280 | 4,182,537 | 4,186,921 | 4,191,437 | 4,196,089 | 4,200,880 |
| EXPENSES | | | | | | | | | | | |
| Operating Expenses | | | | | | | | | | | |
| Personnel Costs | 611,316 | 641,882 | 673,976 | 707,675 | 743,059 | 780,212 | 819,222 | 860,184 | 903,193 | 948,352 | 995,770 |
| Sewer UL | 62,721 | 65,857 | 69,150 | 72,607 | 76,237 | 80,049 | 84,052 | 88,254 | 92,667 | 97,300 | 102,165 |
| Utilities | 226,417 | 237,738 | 249,625 | 262,106 | 275,211 | 288,972 | 303,420 | 318,591 | 334,521 | 351,247 | 368,809 |
| Repairs & Maintenance | 178,625 | 187,556 | 196,934 | 206,781 | 217,120 | 227,976 | 239,375 | 251,343 | 263,910 | 277,106 | 290,961 |
| Tools & Equipment | 10,000 | 10,500 | 11,025 | 11,576 | 12,155 | 12,763 | 13,401 | 14,071 | 14,775 | 15,513 | 16,289 |
| Professional Services | 173,805 | 182,495 | 191,620 | 201,201 | 211,261 | 221,824 | 232,915 | 244,561 | 256,789 | 269,629 | 283,110 |
| Materials & Supplies | 139,236 | 146,198 | 153,507 | 161,183 | 169,242 | 177,704 | 186,589 | 195,919 | 205,715 | 216,000 | 226,800 |
| Other Services & Charges | 188,200 | 197,610 | 207,491 | 217,865 | 228,758 | 240,196 | 252,206 | 264,816 | 278,057 | 291,960 | 306,558 |
| O&M Cost Allocations | 200,000 | 210,000 | 220,500 | 231,525 | 243,101 | 255,256 | 268,019 | 281,420 | 295,491 | 310,266 | 325,779 |
| Total Operating Expenses | 1,790,320 | 1,879,836 | 1,973,828 | 2,072,519 | 2,176,145 | 2,284,952 | 2,399,200 | 2,519,160 | 2,645,118 | 2,777,374 | 2,916,242 |
| Non Operating Expenses | | | | | | | | | | | |
| Vehicle Replacement | 78,431 | 78,431 | 78,431 | 21,406 | 21,406 | 21,406 | 21,406 | 21,406 | 17,086 | 17,086 | 17,086 |
| Projected Loan Debt Service | | | 49,016 | 49,016 | 49,016 | 49,016 | 49,016 | 49,016 | 49,016 | 49,016 | 49,016 |
| Existing Debt Service | 345,707 | 345,818 | 345,718 | 345,406 | 344,881 | 344,144 | 343,193 | 331,102 | 0 | 0 | 0 |
| Capital | 2,045,000 | 1,300,000 | 1,050,000 | 955,000 | 655,000 | 1,000,000 | 1,050,000 | 1,103,000 | 1,158,000 | 1,216,000 | 1,277,000 |
| Total Non Operating Expenses | 2,469,138 | 1,724,249 | 1,523,166 | 1,370,828 | 1,070,303 | 1,414,566 | 1,463,616 | 1,504,525 | 1,224,102 | 1,282,102 | 1,343,102 |
| Total Expenses | 4,259,458 | 3,604,085 | 3,496,993 | 3,443,347 | 3,246,448 | 3,699,518 | 3,862,815 | 4,023,684 | 3,869,220 | 4,059,476 | 4,259,345 |
| Net Revenues for Debt Service / Capital | 1,919,226 | 1,975,232 | 2,526,102 | 1,940,878 | 1,918,857 | 1,893,328 | 1,783,337 | 1,667,761 | 1,546,320 | 1,418,715 | 1,284,638 |
| Net Income | (549,911) | 250,982 | 1,002,936 | 570,050 | 848,554 | 478,762 | 319,721 | 163,237 | 322,217 | 136,613 | (58,465) |
| Ending Fund Balance | $5,280,531 | $5,531,513 | $6,534,449 | $7,104,499 | $7,953,053 | $8,431,815 | $8,751,536 | $8,914,773 | $9,236,990 | $9,373,603 | $9,315,138 |
| Total Unrestricted Fund Target (25% O&M) | 447,580 | 469,959 | 493,457 | 518,130 | 544,036 | 571,238 | 599,800 | 629,790 | 661,279 | 694,343 | 729,061 |
| *Target Met* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* |
| Debt Service Coverage (Min. 1.3x) | 5.6 | 5.7 | 6.4 | 4.9 | 4.9 | 4.8 | 4.5 | 4.4 | 31.5 | 28.9 | 26.2 |
| *Target Met* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* | *yes* |

## 5.6. Cost Allocation

**Table 16** shows the projected wastewater flows and loadings of the City's wastewater customers by equivalent dwelling units (EDUs). BWA estimates total flows to the wastewater system of 435,155 gallons per day or 212,327 hundred cubic feet (hcf) annually. Total annual estimated projected biochemical oxygen demand (BOD) amounts to 265,148 pounds and total estimated suspended solids (SS) amounts to 265,148 pounds.

**Table 16. Flows and Loadings**

| | # of Sewer EDUs | Est. Mo Flow (hcf) Per EDU [1] | Projected Wastewater Flow | | | Strength (mg/l) | | Loadings (lbs) | |
|---|---|---|---|---|---|---|---|---|---|
| | | | hcf | mg | gpd | BOD | SS | BOD | SS |
| Total Residential | 1,942 | 7 | 161,681 | 121 | 331,358 | 200 | 200 | 201,903 | 201,903 |
| Total Commercial & Industrial | 221 | Varies[2] | 50,646 | 38 | 103,797 | 200 | 200 | 63,245 | 63,245 |
| **Total** | **2,163** | | **212,327** | **159** | **435,155** | | | **265,148** | **265,148** |

[1] Based on analysis of City of Angel's Camp water use billing records from 2019-2024.

[2] A typical commercial account uses approximately 9 hcf per account per month.

**Table 17** shows an allocation of the various cost categories of the wastewater enterprise in FY 2023/24. BWA recommends rec wastewater costs based on flow and 25% based on strength components. Excluding the additional revenue generated from minimum charges, rate revenue requirement in FY 2023/24 is $3,303,690, with a cost of $11.67 per hcf of flow, $1.56 per pound of BOD and $1.56 per pound of SS.

**Table 17. Wastewater Cost Allocation**

| Costs Allocated to All Customers | 2023/24 | Allocation % | | | Allocation $ | | | Projected Loadings (lbs) | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | Flow | BOD | SS | Flow | BOD | SS | Flow (hcf) | BOD | SS |
| | | | | | | | | 237,078 | 414,470 | 374,999 |
| **Operating Cost Component** | | | | | | | | | | |
| Personnel Costs | $461,953 | 75.0% | 12.5% | 12.5% | $346,465 | $57,744 | $57,744 | $1.46 | $0.14 | $0.15 |
| Sewer UL | 66,836 | 75.0% | 12.5% | 12.5% | 50,127 | 8,355 | 8,355 | 0.21 | 0.02 | 0.02 |
| Utilities | 302,000 | 75.0% | 12.5% | 12.5% | 226,500 | 37,750 | 37,750 | 0.96 | 0.09 | 0.10 |
| Repairs & Maintenance | 150,500 | 75.0% | 12.5% | 12.5% | 112,875 | 18,813 | 18,813 | 0.48 | 0.05 | 0.05 |
| Tools & Equipment | 11,000 | 75.0% | 12.5% | 12.5% | 8,250 | 1,375 | 1,375 | 0.03 | 0.00 | 0.00 |
| Professional Services | 174,200 | 75.0% | 12.5% | 12.5% | 130,650 | 21,775 | 21,775 | 0.55 | 0.05 | 0.06 |
| Materials & Supplies | 154,379 | 75.0% | 12.5% | 12.5% | 115,784 | 19,297 | 19,297 | 0.49 | 0.05 | 0.05 |
| Other Services & Charges | 190,600 | 75.0% | 12.5% | 12.5% | 142,950 | 23,825 | 23,825 | 0.60 | 0.06 | 0.06 |
| O&M Cost Allocations | 150,000 | 75.0% | 12.5% | 12.5% | 112,500 | 18,750 | 18,750 | 0.47 | 0.05 | 0.05 |
| **Total Operating Expenses** | **1,661,468** | | | | **1,246,101** | **207,684** | **207,684** | **5.26** | **0.50** | **0.55** |
| **Capital Cost Component** | | | | | | | | | | |
| Vehicle Replacement | 78,431 | 75.0% | 12.5% | 12.5% | 58,823 | 9,804 | 9,804 | 0.25 | 0.02 | 0.03 |
| Existing Debt Service | 345,381 | 75.0% | 12.5% | 12.5% | 259,036 | 43,173 | 43,173 | 1.09 | 0.10 | 0.12 |
| Capital | 2,595,000 | 75.0% | 12.5% | 12.5% | 1,946,250 | 324,375 | 324,375 | 8.21 | 0.78 | 0.87 |
| **Total Capital Expenses** | **3,018,812** | | | | **2,264,109** | **377,352** | **377,352** | **9.55** | **0.91** | **1.01** |
| **Total Expenses** | **4,680,280** | | | | **3,510,210** | **585,035** | **585,035** | **14.81** | **1.41** | **1.56** |
| **Adjustments** | | | | | | | | | | |
| Less: Non-Rate Operating Revenue | (120,000) | 75.0% | 12.5% | 12.5% | (90,000) | (15,000) | (15,000) | (0.38) | (0.04) | (0.04) |
| Less: Minimum Charges | (177,085) | 75.0% | 12.5% | 12.5% | (132,814) | (22,136) | (22,136) | (0.63) | (0.08) | (0.08) |
| Less: Use of Reserves | (1,079,505) | 75.0% | 12.5% | 12.5% | (809,628) | (134,938) | (134,938) | (3.42) | (0.33) | (0.36) |
| **Total adjustments** | **(1,376,590)** | | | | **(1,032,442)** | **(172,074)** | **(172,074)** | **(4.86)** | **(0.65)** | **(0.65)** |
| **Revenue Requirement** | **$3,303,690** | | | | **$2,477,768** | **$412,961** | **$412,961** | **$11.67** | **$1.56** | **$1.56** |

**Table 18** shows the calculation of costs for each customer class.

BWA divided the total costs allocated to residential users by total residential dwelling units to derive a rate of $107.95 per month per residential dwelling unit.

For all non-residential users, BWA divided total costs allocated to Commercial and Industrial customers to determine a rate of $0.0208 per gallon of estimated winter use flow. Winter use is calculated as the monthly use from January – April of the prior year divided by four. BWA recommends establishing minimum charges per account per month based on typical use for commercial accounts, approximately 9 hcf per month. The minimum charge is recommended for non-residential accounts because the costs of operating the wastewater system are largely fixed regardless of customer usage. The minimum charge ensures that customers are paying to maintain their share of the system capacity. Mixed use customer minimum charges are recommended to be one commercial account minimum charge plus one residential charge per dwelling unit.

**Table 18. Wastewater Rate Calculation**

| | # of Sewer EDUs | Est. Mo Flow (hcf) Per EDU | Projected Wastewater Flow | | | Loadings (lbs) | | FY 2023/24 Unit Rate Per Class | | | FY 2023/24 Cost Recovery | | | FY 2023/24 Recalculated |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | hcf | mg | gpd | BOD | SS | $/hcf | $/lb BOD | $/lb SS | $/hcf | $/lb BOD | $/lb SS | |
| Total Residential | 1,942 | 7 | 161,681 | 121 | 331,358 | 201,903 | 201,903 | $11.67 | $1.56 | $1.56 | $1,886,750 | $314,458 | $314,458 | $107.95 |
| Total Commerical & Industrial | 221 | Varies[1] | 50,646 | 38 | 103,797 | 63,245 | 63,245 | $11.67 | $1.56 | $1.56 | $591,018 | $98,503 | $98,503 | $0.0208 [2] |
| **Totals** | **2,163** | | **212,327** | **159** | **435,155** | **265,148** | **265,148** | | | | **$2,477,768** | **$412,961** | **$412,961** | |
| | | | | | | | | | | | | | **$3,303,690** | |

[1] A typical commercial account uses approximately 9 hcf per account per month.

[2] Users subject to minimum charges per account per month, based on typical monthly use for commercial users (~9 hcf).

## 5.7. Proposed Wastewater Rates & Bill Impacts

**Table 19** shows the proposed wastewater rates. The first year of the proposed rates includes a one-time update to the rate structure, where all residential users are billed per dwelling unit, and all non-residential users are charged based on their winter usage, with a minimum charge per account. The wastewater utility will also require 2% annual rate increases to keep revenues in line with inflation and prevent rates from falling behind the cost of providing services.

The proposed rates represent the maximum annual increases. Actual annual increases implemented may be less than proposed, as approved by the City Council each year. BWA recommends that the City continue to perform regular rate studies to ensure future wastewater rates are aligned with the cost of service.

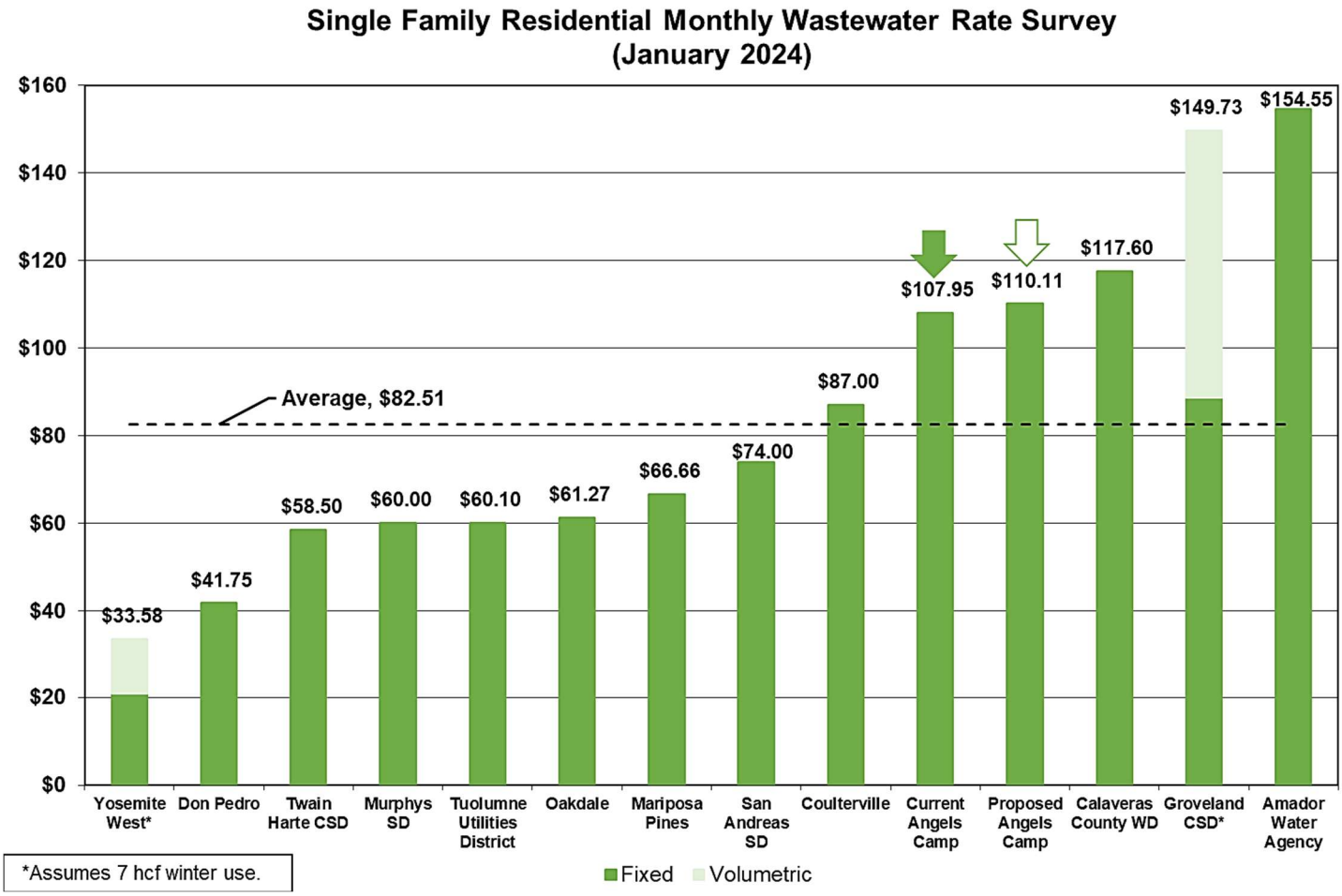
**Table 19. Proposed Wastewater Rates**

| | | | | | | |
|---|---|---|---|---|---|---|
| | **Fiscal Year** | **2025/26** | **2026/27** | **2027/28** | **2028/29** | **2029/30** |
| | **Effective Date** | **6/21/2025** | **6/21/2026** | **6/21/2027** | **6/21/2028** | **6/21/2029** |
| | **Proposed Increase** | 2.0% | 2.0% | 2.0% | 2.0% | 2.0% |
| **User Class** | **Current Rates** | **Proposed Monthly Fixed Rate** | | | | |
| **Residential** | $/month | | | | | |
| Single Family, Mobile Home, Multi-Family | $107.95 | $110.11 | $112.31 | $114.56 | $116.85 | $119.19 |
| | $/gallon | | | | | |
| Six Mile Village - Residential | 0.0144 | 110.11 | 112.31 | 114.56 | 116.85 | 119.19 |
| **Non - Residential** [1] | | **Proposed Volumetric Rate ( $ / gallon, winter use )** | | | | |
| Commercial & Industrial | $ / Establishment | | | | | |
| | 136.30 | 0.0212 | 0.0216 | 0.0220 | 0.0224 | 0.0228 |
| Other Institutional | $ / gallon,winter use | | | | | |
| | 0.0208 | 0.0212 | 0.0216 | 0.0220 | 0.0224 | 0.0228 |
| Six Mile Village - Non Residential | $/gallon | | | | | |
| | 0.0144 | 0.0212 | 0.0216 | 0.0220 | 0.0224 | 0.0228 |
| [1] Minimum Wastewater Charges ($/ month) | | 139.03 | 141.81 | 144.65 | 147.54 | 150.49 |

## 5.8. Regional Wastewater Rate Survey

**Figure 2** compares the wastewater bills for a typical single family home to those of other regional agencies.

**Figure 2: Regional Wastewater Rate Survey**



## 6. LOW INCOME DISCOUNT

To help offset the impact of rate increases for low-income customers, the City has established a low-income discount program utilizing non-rate sources of revenue (late payment fees), estimated at approximately $20,000 per year for water and $20,000 per year for wastewater. The applicant may only apply for their permanent residence, must be the bill payer of record, and must provide a copy of a current PG&E bill showing participation in the PG&E CARE Program or required documentation verifying a household income at or below 200% of the federal poverty guidelines.

Once applicants are approved by City staff, they would receive the following credits (as funds are available):

- Water only customers: $2.68 per monthly billing period
- Wastewater only customers: $2.68 per monthly billing period
- Water & Wastewater customers: $5.36 per monthly billing period

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-06**

**A RESOLUTION OF THE CITY OF ANGELS CITY COUNCIL CONCLUDING THE PROPOSITION 218 PROCESS AND AUTHORIZING THE WATER AND WASTEWATER RATE INCREASE FOR FISCAL YEAR 2025/26 THROUGH FISCAL YEAR 2029/30**

**WHEREAS**, The City of Angels ("City") provides water and wastewater services to City residents and businesses; and

**WHEREAS**, the City has caused to be prepared the City of Angels Camp 2024 Water and Wastewater Rate Cost of Service Study by Bartle Wells Associates that recommended adjustments to the water and wastewater rate schedule and fees to meet the City's costs of service over the next five years; and

**WHEREAS**, on November 19, 2024 the City Council instructed staff to initiate Proposition 218 proceedings to adjust the City's water and wastewater rates in order to meet the City's costs of service over the next five years; and

**WHEREAS**, the City is proceeding to comply with the requirements of Proposition 218 (Cal. Const., Art. XIIID, Sec. 6) in connection with the proposed water and wastewater rate increases; and

**WHEREAS,** Proposition 218 notices and explanations of the proposed water and wastewater rates were mailed to the mailing and billing addresses of customers of the parcels within the City who are responsible for paying for water and wastewater services, and to the record owners of each parcel receiving water and wastewater services on December 20, 2024, which complies with the minimum 45-day notice requirement; and

**WHEREAS**, the City Council finds that the revenues derived from the proposed rates, as provided in the notice, are in reasonable proportion for each customer to the funds required to continue City operations and services, including operational costs and necessary reserves for capital facility improvements and other City needs; and

**WHEREAS**, under Proposition 218, the City shall not impose the proposed water and wastewater rates if written, valid protests against the proposed rates are presented to the City by a majority of owners of affected parcels prior to the close of the public hearing; and

**WHEREAS,** on February 4, 2025 the City Council heard and considered all oral testimony, written materials, and written protests concerning the rate increase; and

**WHEREAS**, the City has verified and counted the protests and determined that there are _____ protests to the City's proposed water and wastewater rates; and

**WHEREAS**, the City has verified and counted the protests and determined that the City may proceed with the proposed water and wastewater rates.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Angels Camp follows:

1. The City Council does hereby accept and close the Proposition 218 proceedings in connection with the City's proposed water and wastewater rates, with receipt of less than a majority protest vote as declared by the City Clerk. The City Council may adopt multi-year rate increases for water and wastewater rates, in accordance with the 2024 Water and Wastewater Rate Study, in compliance with Proposition 218.

2. The monthly charges for City water and wastewater customers are established and adopted as provided in the chart attached hereto and incorporated herein as Exhibit A.

3. Should UWPA experiences a drought year and requires additional funds ("Pass-Through"), the City may automatically recalculate its rates to include the Pass-Through amount. If this occurs, the City Council must approve the rate adjustment during a regularly scheduled meeting. At least 30 days before the effective date of the adjustment, the City will notify its customers of the expected adjustment(s), which will generally be calculated by dividing the total projected cost increase by the projected meter equivalents.

**ON A MOTION BY** _____, seconded by _____, the forgoing revised resolution was duly passed and adopted this 4th day of February, 2025 by the following vote:

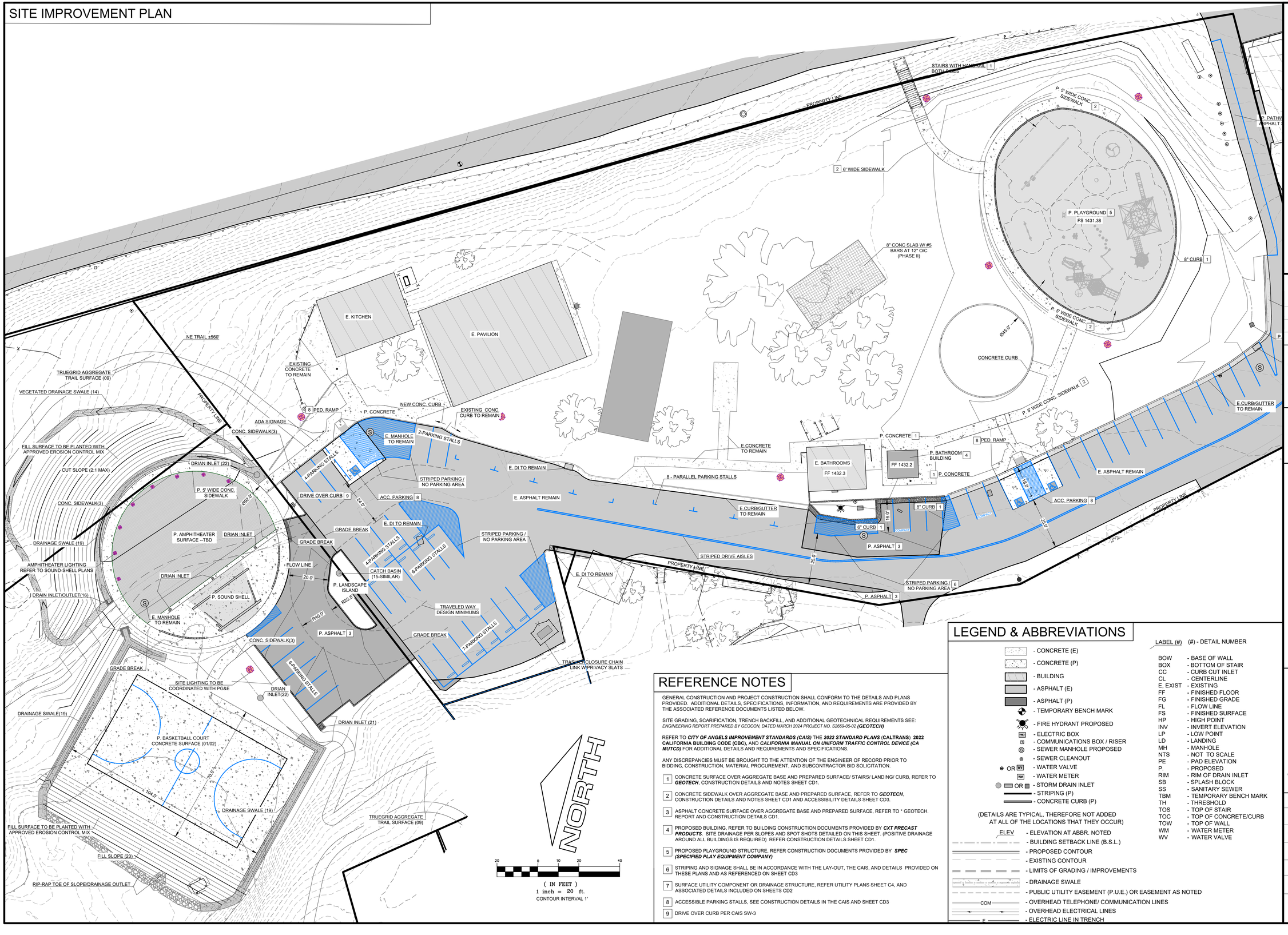
AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Michael Chimente, Mayor

_____
Rose Beristianos,
Deputy City Clerk

**HOME OF THE JUMPING FROG**

# SITE IMPROVEMENT PLAN




## REFERENCE NOTES

GENERAL CONSTRUCTION AND PROJECT CONSTRUCTION SHALL CONFORM TO THE DETAILS AND PLANS PROVIDED. ADDITIONAL DETAILS, SPECIFICATIONS, INFORMATION, AND REQUIREMENTS ARE PROVIDED BY THE ASSOCIATED REFERENCE DOCUMENTS LISTED BELOW.

SITE GRADING, SCARIFICATION, TRENCH BACKFILL, AND ADDITIONAL GEOTECHNICAL REQUIREMENTS SEE: *ENGINEERING REPORT PREPARED BY GEOCON, DATED MARCH 2024 PROJECT NO. S2669-05-02* ***(GEOTECH)***

REFER TO ***CITY OF ANGELS IMPROVEMENT STANDARDS (CAIS)*** THE ***2022 STANDARD PLANS*** (**CALTRANS**) **2022 CALIFORNIA BUILDING CODE (CBC),** AND ***CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICE (CA MUTCD)*** FOR ADDITIONAL DETAILS AND REQUIREMENTS AND SPECIFICATIONS.

ANY DISCREPANCIES MUST BE BROUGHT TO THE ATTENTION OF THE ENGINEER OF RECORD PRIOR TO BIDDING, CONSTRUCTION, MATERIAL PROCUREMENT, AND SUBCONTRACTOR BID SOLICITATION.

1. CONCRETE SURFACE OVER AGGREGATE BASE AND PREPARED SURFACE/ STAIRS/ LANDING/ CURB, REFER TO ***GEOTECH***, CONSTRUCTION DETAILS AND NOTES SHEET CD1.
2. CONCRETE SIDEWALK OVER AGGREGATE BASE AND PREPARED SURFACE, REFER TO ***GEOTECH***, CONSTRUCTION DETAILS AND NOTES SHEET CD1 AND ACCESSIBILITY DETAILS SHEET CD3.
3. ASPHALT CONCRETE SURFACE OVER AGGREGATE BASE AND PREPARED SURFACE, REFER TO * GEOTECH. REPORT AND CONSTRUCTION DETAILS CD1.
4. PROPOSED BUILDING, REFER TO BUILDING CONSTRUCTION DOCUMENTS PROVIDED BY ***CXT PRECAST PRODUCTS***. SITE DRAINAGE PER SLOPES AND SPOT SHOTS DETAILED ON THIS SHEET. (POSITIVE DRAINAGE AROUND ALL BUILDINGS IS REQUIRED) REFER CONSTRUCTION DETAILS SHEET CD1.
5. PROPOSED PLAYGROUND STRUCTURE. REFER CONSTRUCTION DOCUMENTS PROVIDED BY ***SPEC (SPECIFIED PLAY EQUIPMENT COMPANY)***
6. STRIPING AND SIGNAGE SHALL BE IN ACCORDANCE WITH THE LAY-OUT, THE CAIS, AND DETAILS PROVIDED ON THESE PLANS AND AS REFERENCED ON SHEET CD3
7. SURFACE UTILITY COMPONENT OR DRAINAGE STRUCTURE, REFER UTILITY PLANS SHEET C4, AND ASSOCIATED DETAILS INCLUDED ON SHEETS CD2
8. ACCESSIBLE PARKING STALLS, SEE CONSTRUCTION DETAILS IN THE CAIS AND SHEET CD3
9. DRIVE OVER CURB PER CAIS SW-3

## LEGEND & ABBREVIATIONS

- CONCRETE (E)
- CONCRETE (P)
- BUILDING
- ASPHALT (E)
- ASPHALT (P)
- TEMPORARY BENCH MARK
- FIRE HYDRANT PROPOSED
- ELECTRIC BOX
- COMMUNICATIONS BOX / RISER
- SEWER MANHOLE PROPOSED
- SEWER CLEANOUT
- OR WV - WATER VALVE
- WM - WATER METER
- OR - STORM DRAIN INLET
- STRIPING (P)
- CONCRETE CURB (P)

(DETAILS ARE TYPICAL, THEREFORE NOT ADDED AT ALL OF THE LOCATIONS THAT THEY OCCUR)

ELEV - ELEVATION AT ABBR. NOTED

- BUILDING SETBACK LINE (B.S.L.)
- PROPOSED CONTOUR
- EXISTING CONTOUR
- LIMITS OF GRADING / IMPROVEMENTS
- DRAINAGE SWALE
- PUBLIC UTILITY EASEMENT (P.U.E.) OR EASEMENT AS NOTED
- COM - OVERHEAD TELEPHONE/ COMMUNICATION LINES
- OVERHEAD ELECTRICAL LINES
- E - ELECTRIC LINE IN TRENCH

LABEL (#) (#) - DETAIL NUMBER

| | |
|---|---|
| BOW | - BASE OF WALL |
| BOX | - BOTTOM OF STAIR |
| CC | - CURB CUT INLET |
| CL | - CENTERLINE |
| E, EXIST | - EXISTING |
| FF | - FINISHED FLOOR |
| FG | - FINISHED GRADE |
| FL | - FLOW LINE |
| FS | - FINISHED SURFACE |
| HP | - HIGH POINT |
| INV | - INVERT ELEVATION |
| LP | - LOW POINT |
| LD | - LANDING |
| MH | - MANHOLE |
| NTS | - NOT TO SCALE |
| PE | - PAD ELEVATION |
| P. | - PROPOSED |
| RIM | - RIM OF DRAIN INLET |
| SB | - SPLASH BLOCK |
| SS | - SANITARY SEWER |
| TBM | - TEMPORARY BENCH MARK |
| TH | - THRESHOLD |
| TOS | - TOP OF STAIR |
| TOC | - TOP OF CONCRETE/CURB |
| TOW | - TOP OF WALL |
| WM | - WATER METER |
| WV | - WATER VALVE |

Land & Structure
SURVEYING | ENGINEERING | DESIGN
105 SOUTH STEWART STREET, SONORA, CALIFORNIA, 95370 T: 209.532.5173 F: 209 532 5220

REVISIONS:

| rev | date | description |
|---|---|---|
| | | |
| | | |
| | | |

OWNER INFORMATION:

City of Angels
P.O. Box 667
Angels Camp, Ca 95222
Ph (209) 736.2181

SITE INFORMATION:

*APN 060-006-006/008*
*1075 Utica Lane*
*Angels Camp, CA 95222*

PROJECT INFORMATION:

*A Site Improvement Plan for:*
*Utica Park*
*1075 Utica Lane*
*Angels Camp, CA 95222*

ENGINEER OF RECORD:

REGISTERED PROFESSIONAL ENGINEER ZACHARY P. GONSALVES No. 69618 Exp. 06/30/26 CIVIL STATE OF CALIFORNIA

09.24.24

These drawings and specifications are the property of the engineer and shall not be used on any other work except by agreement with the engineer Written dimensions shall take preference over scaled dimensions and shall be verified on site. Any discrepancy shall be brought to the notice of the engineer prior to commencement of any work.

| | |
|---|---|
| ISSUE DATE: | *09.24.24* |
| DRAWN BY: | *ZPG* |
| CHECKED BY: | *RC* |
| SCALE: | *1" = 20'* |
| DRAWING: | *SITE PLAN* |
| PROJECT NO: | *23-07.06* |
| SHEET: *C2.1* | OF: *7* |

# MEMORANDUM

## City of Angels City Council

**Date:** February 4, 2025

**To:** City Council

**From:** Amy Augustine, AICP – Contract City Planner

**Re:** Rural Recreation and Tourism Program - Utica Park Lightner Mine Expansion Project Update

### Recommendation:

Acknowledge and accept updates.

### Background:

Consistent with direction from the City Council, attached is an update on the above-captioned project through January 28, 2025.

### Strategic Plan Alignment

***A4: Economic Development: Promote a wide variety of economic opportunities consistent with the city's social, cultural, environmental, and aesthetic resources.*** The proposed Rural Recreation and Tourism grant park project is intended to increase tourism through park enhancements including a stage, historical (cultural) interpretation trail, and improved pavilion for outdoor events. A new children's playground, adult/teen exercise equipment, bocce courts, hardcourts, improved pavilion and stage are intended to encourage social interactions with local theatre productions, local musical performances, movies in the park and enhanced outdoor spaces for other local events.

***A5: Economic Development: Maintain and enhance the city's economic vitality while conserving the city's social, cultural, environmental, and aesthetic resources.*** See above.

***B2 Community Identity: Design new development to be compatible with the natural, scenic, and cultural resources and rural character of Angels Camp.*** The Community Stakeholders Design Committee will assist with park design to ensure compatibility with cultural resources and rural character.

***C7: Public Facilities and Services: Maintain or increase the levels of service currently available within Angels Camp for park facilities and infrastructure.*** The project will increase the size of Utica Park by 3.8± acres, add or improve numerous park amenities, and upgrade and expand infrastructure increasing the level of park facilities available to all age groups and ability levels for residents and visitors.

### Discussion

**Landscaping**

Landscaping installation (irrigation) begins the week of 1/27/25. Trees have been ordered from PG&E.

Three trees have been sold. Fourteen remain for sale at a cost of $500 each or, for a veteran, $350.00.

**Lighting and Electric**

The City met 1/7/25 with Calaveras Public Power Agency (CPPA) and began the process of applying for a grant to assist in funding proposed replacement lighting (two streetlights, kitchen lighting, old bathroom lighting, pavilion lighting). The Angels Camp Veteran's Memorial District has generously donated the cost of lighting the flagpole.

**Infrastructure**

The water line for the kitchen was installed. Much of the electrical infrastructure has been installed. Landscaping irrigation begins installation the final week in January.

**Seal coat for driveway and parking**

A cost of $26,582 has been received to seal coat the parking area (and line parking spaces) following city crews performing crack sealing. The activity would be one of the final actions taken by Boyer at the park before completing their work. Staff will present a change order to the City Council on 2/18/25 for consideration.

**Mark Twain Statue**

Plans are underway to return Mark Twain to the park after the new stairway is installed from SR 49 (i.e., towards the end of the project).

**Bocce Court**

The bocce courts have been installed. The Council elected to use oyster shell surfacing, as originally proposed.

**Hardcourts**

The hardcourts are poured. Fencing is completed. Hoops will be installed at the courts just before the park opens to discourage trespass. Lining for three pickleball courts was approved with assistance from local pickleball enthusiasts and will be included on the hardcourts.

**Outdoor gym**

The outdoor gym equipment has arrived and is being installed.

**Parcourse**

The general layout of the parcourse has been established. Surfacing is pending.

**Benches**

The completed benches made from black walnut trees removed from the park due to rot have been delivered and are in storage at the park. Approximately six are still available for purchase at a cost of $1,500 each.

**Stage**

Amphitheatre wingwalls, walls, and roof have been installed.

**Stairway**

The new stairway from the highway into the park has been completed.

**Trespass**

Staff installed twenty "No Trespass" signs on the fencing at the park in response to public comment at the 1/21/25 City Council meeting.

**Kitchen**

Staff prepared a resilience center application to PG&E to assist with kitchen renovations that would allow for its commercial use during emergencies and to investigate wiring the pavilion to the site generator to provide lighting during public safety power shutdowns.

**Rain**

Boyer will continue park construction as weather permits.

**Financial Impact**

See attached budget.

**Attachments**

A. Approved Site Layout
B. Budget

# MEMORANDUM

## City of Angels Planning Commission

**Date:** February 4, 2025

**To:** City of Angels Planning Commissioners

**From:** Amy Augustine, AICP - City Planner

**Re:** Resolution 25-02 Bruce General Plan Amendment and Ordinance 542 Rezoning

**Recommendation:**

The City Council may take one of the following actions:

OPTION A (Recommended by City of Angels Planning Commission): Approve Resolution 25-02 for a general plan amendment from Business Attraction and Expansion (BAE) to Single-Family Residential (SFR); Introduce, waive the first reading and schedule 2/18/25 for a second reading of Ordinance 542 to Rezone from Business Attraction and Expansion (BAE) to Single-Family Residential (R-1) on Assessor's Parcels 057-023-023 and 057-023-024 totaling 4.88± acres; or

OPTION B: Approve alternative resolution for a general plan amendment from Business Attraction and Expansion (BAE) to Residential Estate (RE) and Introduce, waive the first reading and schedule 2/18/25 for a second reading of an alternative Ordinance to Rezone from Business Attraction and Expansion (BAE) to Residential Estate, one acre minimum (RE-1) on Assessor's Parcels 057-023-023 and 057-023-024 totaling 4.88±; or

OPTION C: Recommend denial of the proposal.

**PROJECT DESCRIPTION:**

OWNER/
APPLICANT: Ryan and Heather Bruce

LOCATION: 668 Murphys Grade Road

ASSESSOR'S
PARCEL NO.: 057-023-023 and 057-023-024 totaling 4.88± acres

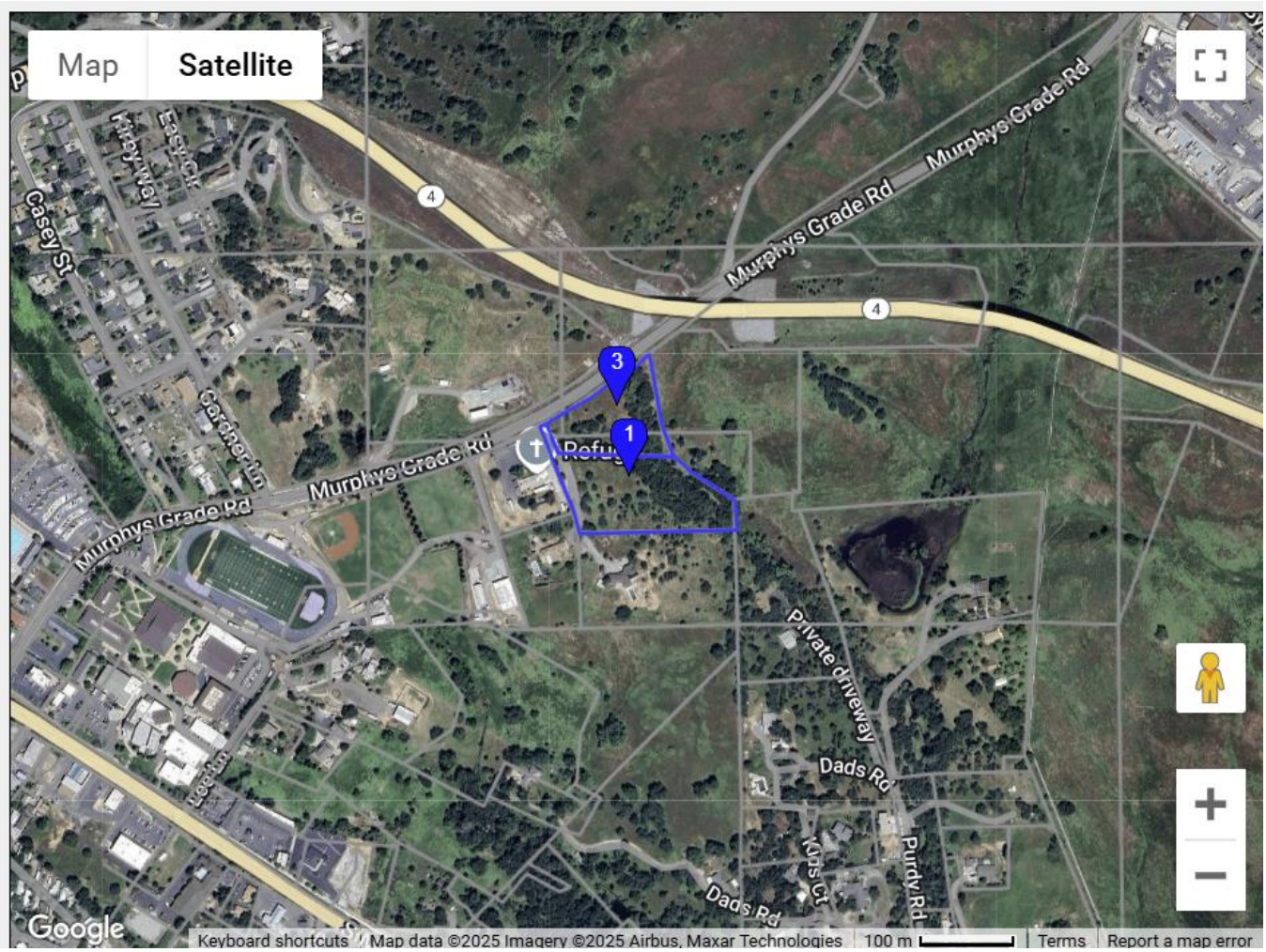
EXISTING GENERAL
PLAN/ZONING: Business Attraction and Expansion (BAE)

PROJECT DESCRIPTION:

1. Resolution 25-02 to Amend the general plan land use designation from Business Attraction and Expansion (BAE) to Single-Family Residential (SFR).

2. Ordinance 542 to Rezone from Business Attraction and Expansion (BAE) to Single-Family Residential (R-1).

## Figure 1: Project Location



**BACKGROUND:**

In 2020, the Planning Commission certified an initial study/mitigated negative declaration and Conditional Use Permit for Roof Screen for project management, fulfillment and assembly operations for a light manufacturing facility in two buildings (an office and a manufacturing building) totaling approximately 19,000 square feet on the subject parcels. The owners ultimately determined that grading costs would be too expensive at the site and located a facility just outside San Andreas, in Calaveras County.

Prior to the application for Roof Screen, an application for a 36-unit apartment complex (in three buildings) was proposed and ultimately withdrawn.

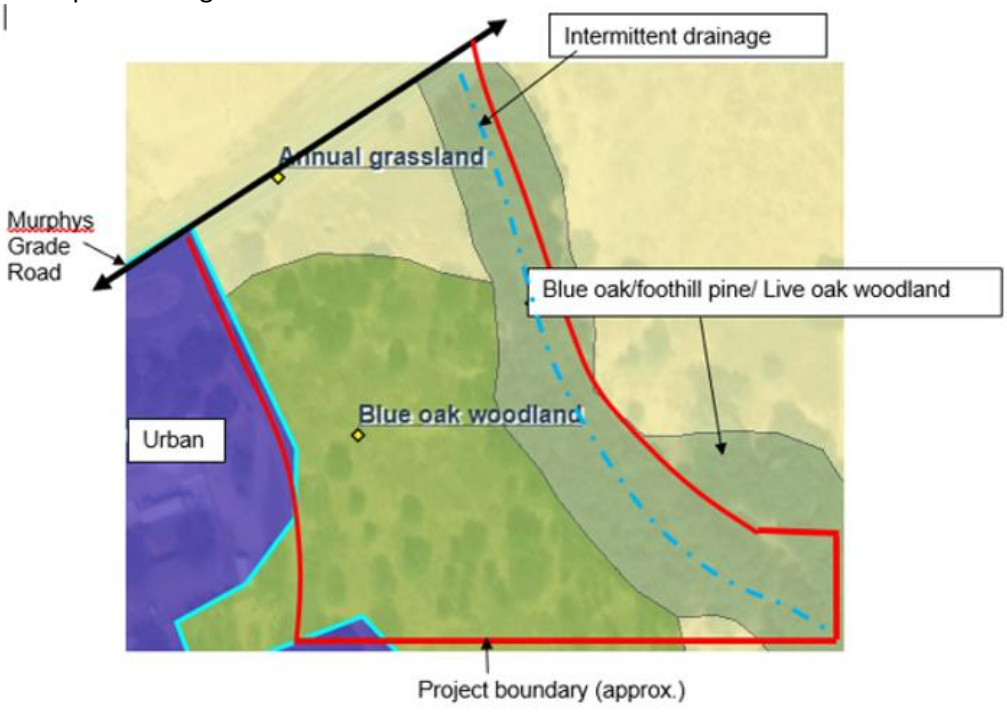
The owner now desires to sell the property and has been advised by his realtor that single-family residential (R-1) is the best use for the property. The owner has expressed agreement with either Estate Residential (RE-1) or Single-Family Residential (R-1) options. The Planning Commission heard the item on January 9, 2025, and passed Resolution of Intent 25-01 recommending that the City Council approve Single Family Residential (General Plan) and Single-Family Residential (R-1) zoning (Attachment A).

**PROJECT SETTING**

The site is bounded by a westerly gravel driveway and slopes downward easterly to an onsite drainage. On-site vegetation includes a blue oak woodland and annual grassland with a north/southeast trending intermittent stream in the eastern portion of the parcel. The drainage runs through a stand of live oaks with patches of Himalayan blackberries and associated riparian vegetation. The creek is fed by a mine shaft/adit in the northernmost portion of the project site. Rhyolite cliffs in the cut at the “headwaters” of the creek include signs of animal occupation (small burrows, whitewash) and surround a large pond of water surrounded by steep sides.

On site slopes range from approximately 1,450-1,550 above mean sea level.

Figure 2: On site slopes and vegetation



**ANALYSIS:**

Per Section 17.90.040 of the Angels Municipal Code, prior to recommending or approving a general plan amendment, rezoning, or code change, as applicable, the planning commission and the city council shall make all the following findings:

A. The proposed change or amendment is consistent with the city of Angels general plan; and

B. The proposed change or amendment is consistent with the city of Angels Municipal Code; and

C. The proposed change or amendment will not be substantially detrimental to the health, safety, or general welfare of the city.

**Finding A: The proposed change or amendment conforms with the City of Angels General Plan**

Pursuant to General Plan 2020, the purposes of the Single-Family Residential (SFR) general plan land use designation are:

- *To preserve the integrity of existing single-family residential neighborhoods*
- *To reserve lands best suited for future single-family development (i.e., land accessible by adequate roads, police, fire, water and sewer services on slopes generally averaging less than 15%)*
- *Location is variable but restricted to those areas that can be served by adequate water, sewer, police, fire, roads and other public services on relatively gentle slopes in close proximity to city services.*

*Minimum Design Standards*

- *Six dwelling units per gross acre density. Higher densities are possible through density bonuses granted for the provision of affordable housing for households of low or very low income in accordance with the general plan.*
- *Maximum impervious surfaces: 50%. Impervious surfaces totaling up to 60% are permitted for projects providing housing for low or very low-income households in accordance with the general plan. Impervious surfaces totaling up to 60% may be permitted with review and approval of the City of Angels Planning Commission subject to site specifics, project needs and environmental constraints.*
- *For parcels adjoining or visible from highways, arterials or collectors, project design shall accommodate the provision of street trees.*

If approved, a general plan amendment to SFR would allow a future landowner to apply for a subdivision with up to 29 single-family residences on separate lots with a higher density allowed for the provision of affordable housing. While such a density might be accommodated with an apartment complex of multiple stories clustered on site; it is unlikely that the site could accommodate a road system that could support up to 29 individual homes.

Alternatively, the purposes of the Residential Estate (RE) General Plan land use designation are:

- *To provide a residential alternative on relatively steep slopes that may not accommodate the city's smallest residential lots (approximately 7,500 square feet). This land use designation is intended to accommodate residential developments for landowners desiring a more rural setting than may be available within a small-lot Single-Family Residential (SFR) subdivision.*

- *Location is generally in areas with gentle slopes away from the central core of the city. The RE land use also provides opportunities for clustering on land with pockets of relatively gentle slopes (for clustering) mixed with relatively steep slopes (to be left as open space) and provides a transition between the less dense Rural Residential (RR) land use designation and the higher densities of the city.*

*Minimum Design Standards are:*

- *One dwelling unit per one gross acre to one dwelling unit per three gross acres dependent upon on-site slopes.*
- *Maximum impervious surfaces: 20%. Impervious surfaces totaling up to 40% may be permitted with review and approval of the City of Angels Planning Commission subject to site specifics, project needs and environmental constraints.*
- *For parcels adjoining or visible from highways, arterials or collectors, project design shall accommodate the provision of street trees.*

If, alternatively, the site was given a Residential Estate (RE) land use designation; a future landowner could subdivide the site for up to four homes (plus accessory dwellings). Given the on-site slopes and presence of an on-site drainage; the RE land use designation could be considered more suitable for a single-family based residential use on site.

**General Plan 2020 Program 1.A.d Guidelines for General Plan Amendments directs** that guidelines be established for evaluating general plan land use amendments for overall consistency of the proposal with the goals, objectives and policies of General Plan 2020 including, but not limited to:

***Physical, social, or economic factors that were not considered at the time of general plan adoption, and the evaluation of the proposal based on the new information***

During evaluation of the site for a light manufacturing facility, it was determined that truck access at the Murphys Grade/SR 49 intersection could hinder use of the site for some light manufacturing uses. While a remedy was found to address this issue, use of the site for business attraction and expansion could be hindered for some uses by the access issue.

As noted previously, relatively extensive grading would be required for some light industrial or business attraction and expansion uses on the site. Designating the site for single-family residential uses instead would reduce the likelihood of extensive grading; therefore, consideration of an alternative general plan land use designation is appropriate.

Additional lands within the city limits have been identified for potential light industrial use, therefore, the elimination of 4.88 acres of Business Attraction and Expansion (BAE) lands in this location is not expected to result in an economic issue for the city.

Based on the preceding, physical and economic factors could support reassigning the land use designation on the site from BAE to single-family residential. Therefore, this finding can be made.

***a. Existing reasonable alternative sites in the vicinity that are planned for the use and can accommodate the proposal***

This guideline was intended to address specific new or alternative uses and is inapplicable to the current proposal, which is general in nature.

***b. The potential for the proposal to adversely affect community character***

As noted below, landowners within 300 feet of the parcel were notified of the proposed project. No objections or concerns were made. Therefore, this finding can be made.

### *d. The effect of the proposal on the fiscal health of the city*

As noted above, additional lands within the city limits have been identified for potential light industrial use, therefore, the elimination of 4.88 acres of Business Attraction and Expansion (BAE) lands in this location is not expected to result in a significant economic issue for the city.

Pursuant to General Plan Land Use Table 1-5, the R-1 zoning district is consistent only with the Single-Family Residential (SFR), Open Space (O) and Public (P) general plan land use designations. With approval of a general plan amendment from BAE to SFR, the proposed R-1 zoning would be consistent with the general plan.

Similarly, the RE-1 (Residential Estate, one acre minimum) zoning district is consistent with the Residential Estate (RE) land use designation. With approval of a general plan amendment from BAE to RE, a proposed RE-1 zoning district would be consistent with the general plan.

Based on all of the preceding, Finding A could be made for either a Single-Family Residential (SFR) or Residential Estate (RE) general plan land use designation.

**Finding B: The proposed amendment is consistent with the City of Angels Municipal Code:**

Per 17.18.010 of the Angels Camp Municipal Code, the purposes of the Single-Family Residential (R-1) zoning district are:

*The single-family residential (R-1) district is intended to implement the city general plan's single-family residential (SFR) land use designation. The purposes and intent of the district are:*

*A. To preserve the integrity of existing single-family residential neighborhoods.*

*B. To reserve lands best suited for future single-family development.*

*Parcels generally will be restricted to those areas that can be served by adequate water, sewer, police, fire, roads and other public services on relatively gentle slopes (i.e., less than fifteen percent) in close proximity to city services.*

The site is currently surrounded by a mix of agricultural land, single-family residences and a church. Murphys Grade road provides site access and public water and public sewer are available to the site. The majority of the site has slopes of less than 15%, although steep slopes exist adjacent to the on-site drainage through the site.

Based on the surrounding land uses and availability of services, the site may be considered suitable for single-family residential use.

Similarly, per Section **17.13.010 of the Angels Municipal Code, t**he residential estate, one-acre minimum (RE-1) district is intended to implement the city general plan's residential estate residential (RE) land use designation.

*The purposes and intent of the district are:*

*To provide a residential alternative on relatively steep slopes that may not accommodate the city's smallest residential lots. This land use designation is intended to accommodate residential developments for landowners desiring a more rural setting than may be available within a small-lot single-family residential (SFR) subdivision or allow for small animal keeping.*

*Parcels will generally be in areas with gentle slopes away from the central core of the city. The RE land use also provides opportunities for clustering on land with pockets of relatively gentle slopes (for clustering) mixed with relatively steep slopes (to be left as open space) and provides*

*a transition between the less dense rural residential (RR) land use designation and the higher densities of the city.*

*RE-1 residential densities are not intended for very high fire hazard severity zones as mapped by the California Department of Forestry and Fire Protection. (Ord. 509 §1 (Att. A), 2021)*

Based on all of the preceding, Finding B can be made for either R-1 or RE-1 zoning.

**FINDING C: The proposed general plan amendment will not adversely affect the health, safety, peace, morals or general welfare of the city or its peoples.**

The proposed project was circulated to landowners within 300 feet of the project site. No written or oral responses were received. Therefore, it is assumed that adjoining landowners find the proposal consistent with their neighborhood's health, safety, peace, morals and general welfare.

The proposed project was circulated to advisory agencies within the city and county. The City Engineer (water and wastewater) reviewed the project and responded that: Sewer service to the property would be provided via an 8" connection that extends to Purdy Road. The Purdy Road sewer is suspected to be a source of significant inflow and infiltration during storm events. CCTV of the line is programmed for 2025. Depending on the results of the investigation, rehabilitation of the sewer may be required.

It is noted that conditions of project approval are not attached to zoning and general plan amendments. Therefore, the condition of the sewer is noted here, but is not identified as an issue that would preclude site development in the future under the proposed amendments and is therefore not made a condition of project approval. At such time as a specific land use proposal is received, the issue will be addressed.

Based on the preceding, Finding C can be made.

**ENVIRONMENTAL ANALYSIS**

The proposed general plan amendment and rezoning are considered "downzoning." Approval would result in a reduced development capacity for the property in comparison to the current Business Attraction and Expansion land use designation and zoning. Pursuant to the state and City guidelines for implementing the California Environmental Quality Act (CEQA), the proposed amendment is, therefore, exempt from further review, because the proposed amendment represents a chance to a less intensive land use than was approved within the scope of the 2020 General Plan Environmental Impact Report adopted for the 2020 General Plan.

**ATTACHMENTS:**

A. Planning Commission Resolution of Intent 25-01
B. City Council General Plan Amendment Resolution 25-02 from Business Attraction and Expansion (BAE) to Single-Family Residential (SFR)
C. City Council Ordinance 542 Rezoning from Business Attraction and Expansion (BAE) to Single-Family Residential (R-1)

**OPTION A**
**CITY OF ANGELS**
**PLANNING COMMISSION**

**RESOLUTION OF INTENT NO. 25-01**

**A RESOLUTION OF INTENTION OF THE CITY OF ANGELS PLANNING COMMISSION RECOMMENDING TO THE CITY COUNCIL APPROVAL OF A GENERAL PLAN AMENDMENT FROM BUSINESS ATTRACTION AND EXPANSION (BAE) TO SINGLE-FAMILY RESIDENTIAL (SFR) AND A REZONE FROM BUSINESS ATTRACTION AND EXPANSION (BAE) TO SINGLE-FAMILY RESIDENTIAL (R-1) ON ASSESSOR'S PARCELS 057-023-023 AND 057-023-024 TOTALING 4.88± ACRES**

**WHEREAS,** the City of Angels, Planning Commission is authorized by Angels Municipal Code Section 17.85.020 to take action upon or make recommendations to the city council regarding general plan amendments and rezonings; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on January 9, 2025, and received public input on the proposed general plan amendment and rezoning; and

**WHEREAS**, the proposed general plan amendment and rezoning are consistent with the city of Angels general plan; and

**WHEREAS**, The proposed general plan amendment and rezoning are consistent with the city of Angels Municipal Code; and

**WHEREAS**, the proposed general plan amendment and rezoning will not be substantially detrimental to the health, safety, or general welfare of the city.

**WHEREAS,** pursuant to the state and City guidelines for implementing the California Environmental Quality Act (CEQA), the proposed amendment is exempt from further review, because the proposed amendment represents a chance to a less intensive land use than was approved within the scope of the 2020 General Plan Environmental Impact Report adopted for the 2020 General Plan.

**NOW, THEREFORE, BE IT RESOLVED**, the Planning Commission hereby recommends to the City Council approval of a general plan amendment from business attraction and expansion (BAE) to single-family residential (SFR) and a rezone from business attraction and expansion (BAE) to single-family residential (R-1) on assessor's parcels 057-023-023 and 057-023-024 totaling 4.88± acres and directs staff to provide this recommendation of the planning commission and supporting findings to the City Council in writing within thirty days.

The foregoing resolution was introduced and moved for adoption on January 9, 2025, by Commissioner Gordon and being duly seconded by Commissioner Stammerjohan. PASSED AND ADOPTED THIS 9th day of January, by the following vote:

AYES: Broeder, Gordon, Stammerjohan, Whitford, Clavey

NOES:

ABSTAIN:

ABSENT:

ATTEST:

John Broeder
Chairman

Caytlyn Schaner
Deputy City Clerk

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-02**

**A RESOLUTION OF THE CITY OF ANGELS CITY COUNCIL APPROVING A GENERAL PLAN AMENDMENT FROM BUSINESS ATTRACTION AND EXPANSION (BAE) TO SINGLE FAMILY RESIDENTIAL (SFR) ON ASSESSOR'S PARCELS 057-023-023 AND 057-023-024 TOTALING 4.88±**

WHEREAS, pursuant to Angels Municipal Code Section 17.90.020, the Planning Commission may initiate a general plan amendment by Resolution of Intent; and

WHEREAS, the Planning Commission adopted Resolution of Intent 25-01 on January 9, 2025 recommending to the City Council approval of a general plan amendment to Single-Family Residential on the subject parcels; and

WHEREAS, on February 4, 2025, the City Council, at a regularly scheduled meeting, did review and consider the proposed general plan amendment;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Angels hereby approves Resolution 25-01 approving a general plan amendment from Business Attraction and Expansion (BAE) to single family residential (SFR) on Assessor's Parcels 057-023-023 and 057-023-024 totaling 4.88± based on the following findings:

1. The amendment is consistent with the City of Angels Municipal Code; and

2. The proposed change or amendment is consistent with the City of Angels General Plan; and

3. The proposed change or amendment will not be substantially detrimental to the health, safety, or general welfare of the City.

4. The proposed amendment is exempt from further review pursuant to the state and City guidelines for implementing the California Environmental Quality Act (CEQA) because the proposed amendment represents a change to a less intensive land use than was approved within the scope of the 2020 General Plan Environmental Impact Report adopted for the 2020 General Plan.

**PASSED AND ADOPTED** this 4th day of February 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Michael Chimente Mayor

_____
Rose Beristianos, City Clerk

HOME OF THE JUMPING FROG

**CITY OF ANGELS**
**CITY COUNCIL**
**ORDINANCE 542**

**APPROVING A REZONING FROM BUSINESS ATTRACTION AND EXPANSION (BAE) TO SINGLE FAMILY RESIDENTIAL (R-1) ON ASSESSOR'S PARCELS 057-023-023 AND 057-023-024 TOTALING 4.88±**

WHEREAS, pursuant to Angels Municipal Code Section 17.90.020, the Planning Commission may initiate a rezoning by Resolution of Intent; and

WHEREAS, the Planning Commission adopted Resolution of Intent 25-01 on January 9, 2025 recommending to the City Council approval of a rezoning to Single-Family Residential on the subject parcels; and

WHEREAS, on February 4, 2025, the City Council, at a regularly scheduled meeting, did review and consider the proposed rezoning;

WHEREAS, the City of Angels City Council did publish a notice of public hearing on January 16, 2025, and did hold a public hearing on February 4, 2025, introducing the ordinance and set February 18, 2025, holding a second public hearing to consider adoption; and

NOW THEREFORE BE IT RESOLVED that the City of Angels City Council hereby adopts Ordinance 542 based on the following findings:

1. The amendment is consistent with the City of Angels Municipal Code; and

2. The proposed change or amendment is consistent with the City of Angels General Plan; and

3. The proposed change or amendment will not be substantially detrimental to the health, safety, or general welfare of the City; and

4. The proposed amendment is exempt from further review pursuant to the state and City guidelines for implementing the California Environmental Quality Act (CEQA) because the

proposed amendment represents a change to a less intensive land use than was approved within the scope of the 2020 General Plan Environmental Impact Report adopted for the 2020 General Plan.

The foregoing Ordinance or a summary shall, before the expiration of fifteen (15) days of its passage, be published with the names of the Council members voting for and against the same once in a newspaper of general circulation printed and published in the County of Calaveras, State of California, and said Ordinance shall take effect and be in force thirty (30) days after the passage thereof.

The foregoing Ordinance was introduced at a regular meeting of the City of Angels City Council held on February 4, 2025, and passed and adopted as an ordinance of said City at a regular meeting of said Council held on February 18, 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Michael Chimente Mayor

_____
Rose Beristianos, City Clerk

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** February 4, 2025

**TO:** Angels City Council

**FROM:** Steve Williams, Interim City Administrator

**RE:** Resolutions - Authorizing an Update to the City Official Handbook.

**RECOMMENDATION:**
Approve Resolution 25-004 Modifying Chapter 9, Section B2 – Serial Meetings
Approve Resolution 25-005 Adding Chapter 5, Section C2e – Mayor Letter of Support

**BACKGROUND:**
On April 18, 2024, the Angles City Council held a special meeting to discuss necessary and desirable updates to the City Officials Handbook.

On October 10, 2024, staff received a draft version of the proposed update to the City Officials Handbook.

On October 15, 2024, the draft City Officials Handbook was presented to the City Council with comments due by November 5, 2024.

On November 5, 2024, staff forwarded Council comments to the City Attorney's Office.

On November 19, 2024, the second version of the draft City Officials Handbook was presented to the City Council. City Council provided direction regarding outstanding items requiring a decision.

On December 3, 2024, the City Council unanimously adopted the City Officials Handbook.

**DISCUSSION:**
Chapter 9, Section B2 describes "Serial Meetings." That section reads,

> ***"Serial Meetings.*** *These can take place, and are prohibited by the Brown Act, when any member of the Council or City staff contacts more than two (2) Councilmembers for the purpose of deliberating or acting upon an item pending before the Council (does not apply to the public or media). Correspondence that merely takes a position on an issue is acceptable."*

City staff can contact no more than two (2) Councilmembers, however, if a Councilmember contacts more than one (1) other Councilmember for the purpose of deliberating or acting upon an item pending before the Council, this may constitute a serial meeting.

Staff proposes Chapter 9, Section B2 be modified to read as follows:

> ***Serial Meetings**. Serial meetings are prohibited by the Brown Act. A Serial meeting occurs when any member of City Council contacts more than one (1) other Councilmember or when City staff contact more than two (2) Councilmember for the purpose of deliberating or acting upon an item pending before the Council (does not apply to the public or media). Correspondence that takes a position on an issue does not create or cause a serial meeting.*

The proposed new language was drafted by the City Attorney.

Chapter 5, Section C describes "Correspondences from Councilmembers."

Chapter 5, Section C2a reads as follows:

> *"Councilmembers shall not write or send letters on City stationery without Council approval."*

On at least two occasions in the last six months, the Mayor has been asked to write a letter of support for a local issue with no financial impact or future obligation to the City. Both letters were requested with a short deadline which was before the next regularly scheduled City Council Meeting.

- One letter was acknowledging a local resident who achieved the rank of Eagle Scout.
- One letter was in support of Habitat for Humanity applying for a grant for a feasibility study for a Community Resiliency Center.

Staff proposes the addition Chapter 5, Section C2e to read as follows:

> *"The Mayor, in rare circumstances, may write or send letters on City stationery without Council approval if all of the following conditions are met:*
>
> 1. *It is a local issue within the County of Calaveras.*
> 2. *There is no financial obligation to the City.*
> 3. *The letter does not commit the City to any future obligation.*
> 4. *The Mayor is not aware of opposition by any Councilmember.*
> 5. *Mayor has determined, in their sole discretion, that the subject matter of the letter is not controversial.*
> 6. *There is urgency which requires the letter to be sent prior to the next regularly scheduled City Council Meeting.*
> 7. *The letter is shared with all Councilmembers at the next regularly scheduled City Council Meeting.*

The proposed new language was reviewed by the City Attorney.

**FINANCIAL IMPACT:**
None.

**ATTACHMENTS:**
1) Resolution 25-004 – Serial Meetings
2) Resolution 25-005 – Mayor Letter of Support
3) City Officials Handbook

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-004**

**RESOLUTION APPROVING A MODIFICATION TO THE CITY OFFICIALS HANDBOOK CHAPTER 9, SECTION B2 – SERIAL MEETINGS**

**WHEREAS,** On December 3, 2024, the City Council unanimously adopted the City Officials Handbook; and

**WHEREAS**, Chapter 9, Section B2 describes "Serial Meetings." That section reads,

> ***"Serial Meetings.*** *These can take place, and are prohibited by the Brown Act, when any member of the Council or City staff contacts more than two (2) Councilmembers for the purpose of deliberating or acting upon an item pending before the Council (does not apply to the public or media). Correspondence that merely takes a position on an issue is acceptable.";* and

**WHEREAS**, City staff can contact no more than two (2) Councilmembers, however, if a Councilmember contacts more than one (1) other Councilmember for the purpose of deliberating or acting upon an item pending before the Council, this may constitute a serial meeting; and

**WHEREAS**, Staff proposes Chapter 9, Section B2 be modified to read as follows:

> ***"Serial Meetings****. Serial meetings are prohibited by the Brown Act. A Serial meeting occurs when any member of City Council contacts more than one (1) other Councilmember or when City staff contact more than two (2) Councilmember for the purpose of deliberating or acting upon an item pending before the Council (does not apply to the public or media). Correspondence that takes a position on an issue does not create or cause a serial meeting.*

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Angels City Council does Approve a Resolution modifying the City Officials Handbook Chapter 9, Section B2 – Serial Meetings

**PASSED AND ADOPTED** this 4th day of February 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____

_____
Rose Beristianos,
City Clerk

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-005**

**RESOLUTION APPROVING AN ADDIITION TO THE CITY OFFICIALS HANDBOOK CHAPTER 5, SECTION C2e – MAYOR LETTER OF SUPPORT**

**WHEREAS,** On December 3, 2024, the City Council unanimously adopted the City Officials Handbook; and

**WHEREAS**, Chapter 5, Section C describes "Correspondence from Councilmembers."; and

**WHEREAS**, Chapter 5, Section C2a reads:

*"Councilmembers shall not write or send letters on City stationery without Council approval."*; and

**WHEREAS**, on at least two occasions between August of 2024 and January 2025, the Mayor was asked to write a letter of support for a local issue with no financial impact or future obligation to the City. Both letters were requested with a short deadline which was before the next regularly scheduled City Council Meeting: and

**WHEREAS**, Staff proposes the addition Chapter 5, Section C2e to read as follows:

*"The Mayor, in rare circumstances, may write or send letters on City stationery without Council approval if all of the following conditions are met:*

1. *It is a local issue within the County of Calaveras.*
2. *There is no financial obligation to the City.*
3. *The letter does not commit the City to any future obligation.*
4. *The Mayor is not aware of opposition by any Councilmember.*
5. *Mayor has determined, in their sole discretion, that the subject matter of the letter is not controversial.*
6. *There is urgency which requires the letter to be sent prior to the next regularly scheduled City Council Meeting.*
7. *The letter is shared with all Councilmembers at the next regularly scheduled City Council Meeting.*

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Angels City Council does Approve a Resolution adding Chapter 5, Section C2e to the City Officials Handbook – Mayor Letter of Support.

**PASSED AND ADOPTED** this 4th day of February 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____

_____
Rose Beristianos,
City Clerk

# CITY OF ANGELS



2025 Council Handbook

Revised December 3, 2024
Resolution No. 24-91

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**A. Purpose of Angels Procedures Manual**

The City of Angels (the "City") has prepared this City Officials' Handbook (the "Handbook") to assist Councilmembers and other City Officials (collectively, "City Officials") by documenting accepted practices and clarifying expectations. This Handbook should serve as a reference on adopted practices and procedures pertaining to Angels City Council ("Council") meetings, meetings of Boards, Commissions, or Advisory Groups, provide an overview of City operations, Council powers and responsibilities, expected behavior and decorum from Councilmembers and other elected or appointed officials, and related matters.

The Handbook supersedes any other handbooks which govern the Council, Boards, Commissions, or Advisory Groups.

**B. Overview of Basic Documents**

This Handbook is a summary of important aspects of City Officials' activities. However, it cannot incorporate all materials and information necessary for understanding the business of City Officials. Many other laws, plans and documents exist which bind the City Officials to certain courses of action and practices. A summary of some of the most notable documents which establish City Official direction is provided below.

1. **Angels Municipal Code:** The Angels Municipal Code ("A.M.C.") contains local laws and regulations adopted by ordinances. The A.M.C. contains a variety of laws including, but not limited to, zoning standards, traffic and speed regulations, and local tax standards.

2. **California Government Code:** The state Government Code contains many requirements for the operation of city government and administration of public meetings throughout the state. Many of these requirements, such as open meeting laws, are also replicated within the A.M.C. to ensure there is broad awareness of such requirements. The City is a "general law" city which means it is organized in accordance with provisions of the Government Code and it is bound by the state's general law.

   Also described within the Government Code is the council-City Administrator form of government which is the form of government utilized in the City. This form of government prescribes that the Council's role is to establish policies and priorities, while the role of the City Administrator is to administer the affairs of the city government.

3. **Annual Budget:** The City's annual budget provides a description of City services, and the resources used to provide services. The document contains a broad overview of the budget as well as descriptions of programs offered within each division of the organization.

4. **General Plan:** Often referred to as a City's development constitution, a state mandated general plan addresses adopted future land development plans and policies.

5. **Emergency Operations Plan:** The City maintains an emergency plan entitled "Emergency Operations Plan" dated August 21, 2021 which describes actions to be taken in periods of extreme emergency. The Emergency Operations Plan may be updated from time to time. The Council may be called upon during an emergency to establish policies related to the specific incident.

**C. Orientation of New City Officials**

It is important that new and incoming City Officials gain an understanding of the full range of services and programs provided by the City. As Councilmembers join the Council or other City Officials join their respective Commission or Board, department heads are instructed to provide invitations for members to tour facilities and

meet with key staff. At any time, if there are facilities or programs about which Councilmembe more information, arrangements will be made to increase awareness of these operations.

**D. Basic Definitions**

1. **Chair** is the individual authorized by law, the A.M.C. or City policy to oversee, direct and preside over the public meeting of the City Council, Planning Commission or any other City board or commission.

2. **City Council** is the governing body of the City of Angels, comprised of four (4) Councilmembers and one (1) Mayor.

3. **City Official** is any elected or appointed member of the Angels City Council or Angels Planning Commission, or any other City board or commission established by ordinance or City Council policy.

**A. Council Functions**

The Council is the legislative body of the City; its members are the community's decision makers. Power is centralized in the elected Council collectively, and not in individual members of the Council. The Council approves the budget and determines the public services to be provided and the taxes, fees and assessments to pay for these public services. It focuses on the community's goals, major projects and such long-term considerations as community growth, general plan and land use, development standards, capital improvements, financing and strategic planning. The Council appoints a professional City Administrator to carry out the administrative responsibilities and supervises the City Administrator's performance.

**B. Mayor and Vice Mayor Functions**

1. **Mayor:** The Mayor is to preside at all meetings of the Council and perform such other duties consistent with the office as may be imposed by the Council, by law, or by vote of the people. At Council meetings, the Mayor assists the Council in focusing on the agenda, discussions and deliberations. The Mayor does not possess any power of veto. As presiding officer of the Council, the Mayor is to faithfully communicate the will of the Council majority in matters of policy. The Mayor is also recognized as the official head of the City for ceremonial purposes.

   The Mayor shall make appointments to City advisory boards with the advice and consent of the City Council. (Angels Camp Municipal Code "AMC", Section 2.44.010.)

2. **Vice Mayor:** In the absence of the Mayor, the Vice Mayor shall possess and perform the power and duties of the Mayor. In that capacity, the Vice Mayor shall sign ordinances and resolutions adopted in his or her presence. The Vice Mayor shall serve in this capacity at the pleasure of the Council.
3. **Term**: The Mayor and Vice Mayor are selected by a majority vote of the Council and appointed on an annual basis for a one (1) year term. Selection of the Mayor and Vice Mayor occurs in December or January to coincide with the general municipal election that occurs every two (2) years.
4. Conflict of Interest: In the event the Mayor has a potential conflict of interest on any item, the Vice Mayor will preside over the agenda item at issue.

**C. Appointment of City Administrator and City Attorney**

The Council appoints two (2) positions within the City organization: City Administrator and City Attorney. Both positions serve at the will of the Council.

1. **City Administrator:** Is an employee of the City and has an employment agreement which specifies terms of employment including an annual evaluation by the Council. City Administrator shall be the administrative head of the City government under the direction of the City Council, except as otherwise provided in the A.M.C. He or she shall be responsible for the efficient administration of all the affairs of the City which are under the City Administrator's control. In addition to their general powers as administrative head, and not as a limitation thereon, it shall be the City Administrator's duty, and the City Administrator shall have the powers listed in the A.M.C.[i]

2. **City Attorney:** City Attorney services will be provided by contract. The City Attorney attends City Council Meetings as well as City Committee Meetings as deemed necessary. The City Attorney is appointed and serves at the pleasure of the Council.

**D. Role in Emergency**

Chapter 2.12 of the Angeles Municipal Code governs the preparation, planning and protection of persons and property in the City in the event of an emergency or disaster. The City also has an *Emergency Operations Plan* that assists in governing emergency response.

Per AMC Section 2.12.030, the City's "Emergency Council consists of the following:

1. The Mayor, who shall be chairperson;
2. The City Administrator as Director of Emergency Services, who shall be vice-chair;
3. The Assistant Director of Emergency Services, appointed by the Mayor with the advice and consent of the City Council who, under the supervision of the Director, shall develop emergency response and disaster plans of the City, including Emergency Operations Plans, and Hazard Mitigation Plans, and organize the emergency management and response program of this city, and other duties as may be assigned by the Director.
4. Such deputy directors and chiefs of emergency services as are provided for in the City's Emergency Operations Plan; and
5. Such representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility as may be appointed by the Mayor with the advice and consent of the City Council.[ii]

The Emergency Council shall be responsible for the development of the City emergency plan, which shall provide for the effective mobilization of the City's resources, both public and private, to meet any condition constituting a local emergency, state of emergency or state of war emergency, and shall provide for the organization, powers and duties, services and staff of the emergency organization. Such plan shall take effect upon adoption by resolution of the City Council.[iii] The Council shall meet upon call of the Chairman, or in the Chair's absence, upon the call of the Vice Chairman [AMC 12.12.040(B)].

In the event of a local emergency or state emergency, the office of the Director of Emergency Services shall be created who shall appoint the Assistant Director of Emergency Services.[iv] The Director of Emergency Services' power and responsibilities are outlined in the A.M.C. Section 2.12.050, 2.12.060, and 2.12/065[v]

Should the Council be unavailable during an emergency, state or federal law, as applicable, specifies a hierarchy of others who may serve in place of the Council

**E. Appointment of Advisory Board and Planning Commissioners**

The City currently has one (1) commission, the Planning Commission. In addition, special purpose citizens' committees and task forces may be appointed by the Council to address issues of interest within City limits. The following procedures reflect the policy of the Council regarding the appointment of volunteer citizens to the various advisory bodies and commissions of the City.

**Term[vi]:** All appointees to any other board, commissions, or committee not described below shall be limited to serving two (2) years. If a board, commission, or committee member is appointed to a partial term that partial term is not counted towards the maximum terms that can be served as designated below. City staff will advertise vacant positions as necessary and will post a notice of term expirations at least sixty (60) days prior to the expiration of any term.

**Planning Commission[vii]:**

| | |
|---|---|
| Qualifications: | Must be a resident of the City. |
| Term: | As prescribed in the Angels Municipal Code Section 17.85.030 (3-year terms) |
| Appointment: | Per Angels Municipal Code Section 17.85.030 (appointed by City Council) |

**A. Requests for Research or Information**

Council member initiated or requested information or research should be directed to the City Administrator. Requests for new information or policy direction, if the information search process is too arduous, will be brought to the full Council for consideration at a regular meeting at the discretion of the City Administrator. Any materials, information, or research provided to a Councilmember in response to such a request, including legal questions or conflict of interest inquiries submitted to the City Attorney, shall also be provided to the full Council.

**B. Inappropriate Actions**

The Council has delegated the Mayor, the City Administrator and/or the City Attorney jointly, or just the City Attorney, at the discretion of the City Attorney; the responsibility to discuss, on behalf of the full Council, any perceived or inappropriate action by a Councilmember. The Mayor, City Administrator or City Attorney will discuss with the Councilmember the action and suggest a more appropriate process or procedure to follow. After this discussion, if further inappropriate action continues, the Mayor, City Administrator or City Attorney will report the concern to the full Council.

**A. Councilmember Compensation**

State law and the City municipal code provide for modest compensation to members of the Council.[viii] Currently, members receive a salary of $300 per month.

Councilmembers may waive their monthly salaries as provided by state law; however, they may not elect to assign their salary to any person or entity including a charitable organization.[ix]

**B. Expenditure Allowance**

The annual City budget may include an expenditure allowance for expenses necessary for members to undertake official City business. Eligible expenses include travel expenses, including meals for Councilmembers, and mileage reimbursement, which are made for City business.[x] Donations to organizations are not eligible nor are meals for individuals other than Councilmembers.

**C. Expenditure Guidelines**

The City Council is subject to the requirements and provisions of the City's Travel Reimbursement Policy. Any expense must be related to City affairs. Public property and funds may not be used for any private or personal purpose. For example, reimbursement is not allowed to pay for meals at a meeting to discuss political or campaign strategies. It is also inappropriate for City funds to pay for a meal or other expenses of a private citizen or spouse attending a meeting.

City budgetary practices and accounting controls apply to expenditures within the Council budget. Councilmembers should plan expenditures, which will allow them to remain within the annual allocation. When exceptional circumstances require that additional amounts be allocated, the request must be made to the City Administrator, and Council action may be necessary. Reimbursement requests should be made through the City Administrator's office with receipts.

# Chapter 5: Council Communications

## A. Overview

Perhaps the most fundamental role of a Councilmember is communication. Whether through written or oral communications, a Councilmember's ability to effectively govern is directly tied to their ability to communicate effectively with others. Methods of communication come in various forms, whether it is communication with the public to assess community opinions and needs; communication to share the vision and goals of the City with constituents; and communication with staff to provide policy direction and to gain an understanding of the implications of various policy alternatives. This chapter provides a general framework for communicating as an individual (a Councilmember's personal opinions on policies and directives) versus communicating as part of the legislative body.

Since the City Council performs as a body, acting based on the will of the majority as opposed to individuals, it is important that general guidelines be understood when speaking for the Council. Equally important, when members are expressing personal views and not those of the Council, the public should be so advised.

## B. Speaking "for the City"

Because the Council performs as a body, it is important that the public understand when an individual Councilmember is speaking as an individual and when they are speaking on behalf of the entire Council. While the Mayor and Vice Mayor have the additional duties of representing the City at official events, individual Councilmembers can expect to be asked to make statements or comments on City-related business. Councilmembers should refrain from using City letterhead, correspondence, or logos when expressing their opinions as an individual to the public. Councilmembers may clarify that they did or did not support a matter so long as they clearly articulate the Council's positions as a whole unambiguously. When representing the City at meetings or other venues, it is important that those in attendance gain an understanding of the Council's position rather than that of an individual member.

## C. Correspondence from Councilmembers

1. Members of the Council will often be called upon to write letters to citizens, businesses or other public agencies. Typically, the Mayor will be charged with transmitting the City's position on policy matters to outside agencies on behalf of the Council. Individual members of Council will often prepare letters for constituents in response to inquiries or to provide requested information.

2. The following is the policy of the Angels Council relative to official and non-official correspondence by members of the Council.
   a. Councilmembers shall not write or send letters on City stationery without Council approval.
   b. The Mayor is authorized to send thank you and acknowledgement letters as they directly pertain to the City in its usual course of business. Such correspondence shall not represent or include City endorsements, positions, etc. In addition, the Mayor may sign correspondence drafted by the City Administrator which the City Administrator believes is more appropriately signed by the City's chief elected official. Such correspondence may include public notices, invitations, information, etc. All correspondence signed by the Mayor shall have a copy forwarded to each Councilmember.
   c. Councilmembers may endorse political candidates, initiatives, legislation or positions using their own stationery. They may identify themselves by City position and title, but in no case shall said endorsements infer that the City or Council supports said position or candidate. Members are encouraged to notify or send copies of said endorsement to the full Council.
   d. The Council policy is that it will not support individual political candidates but may vote to support or take stands on initiatives, measures (i.e. school bonds) or other legislation as appropriate and

permissible under state law. The Mayor shall be authorized to sign letters stating position.

**D. Confidential Issues**

Confidential issues, which may arise in closed session or in other conversations or communications with the City Administrator or City Attorney, shall not be disclosed to any member of the public, including the press without approval of the City Council. Confidential issues include but are not limited to anticipated or existing litigation, personnel matters, or other information relevant to City business that is confidential in nature. The release of any confidential information obtained in closed session may be referred by the City Council to the District Attorney's office as a Brown Act violation.

**E. Local Ballot Measures**

At times, initiatives that affect City Council policy may be placed on the ballot. There are restrictions regarding what actions the City may take on ballot measures. Specifically, state statutes prohibit the City from using its personnel, equipment, materials, buildings, or other resources to influence the outcome of elections. What the City can do is distribute informational reports or pamphlets for the purpose of informing the public of the facts of an issue.

Political Activities: City Councilmembers, as elected officials, are allowed to participate in political activities, including endorsing candidates and supporting ballot measures.

1. City Councilmembers should only publicly support or oppose ballot measures in their personal capacity and cannot use public resources to do so.
2. City Councilmembers may campaign for or against local measures and engage in political activities, including attending rallies, making public statements or appearances, and issue personal endorsements.
3. City funded communications regarding ballot measures must be informational and neutral. For example, Councilmembers can help explain the fiscal impacts of a ballot measure in a city-sponsored communication but cannot use those communications to advocate for a specific outcome.
4. City Councilmembers cannot engage in campaigning or electioneering at public facilities or during official city events. This includes using city hall, council chambers, or any city-owned space for campaign-related activities.
5. Campaigning must be conducted separately from official city functions.
6. City Councilmembers may contribute their personal or political accounts funds in support or opposition of a ballot measure.
7. Government Code Section 8314 prohibits City Councilmembers from using public resources (such as city staff time, equipment, email or funds) for campaign activities or political advocacy. Violations of this provision can result in penalties, including fines and possible legal action.

**F. State Legislation, Propositions**

The Council is frequently requested to take action on pending state legislation. The Council has adopted the practice of requiring analysis of bills prior to taking any official position. The analysis is to include a summary of the legislation's purpose and a listing of those entities both in support of and against the proposed legislation. The Council will only take a position on pending state legislation by a majority vote of the City Council.

**G. Proclamations**

Proclamations are issued by the City Council as a ceremonial commemoration of an event or issue. Proclamations are not statements of policy. Proclamations are a manner in which the City can make special recognition of an individual, event, or issue (e.g. Recycling Week).

As part of his or her ceremonial responsibilities, the Mayor is charged with administration of Proclamations. The City maintains a list of frequent or routine Proclamations that are issued annually. Individual Councilmembers do not issue proclamations but may request that the Mayor issue a proclamation. The decision

to add or not to add a Proclamation shall be made following consultation between the City Admi the Mayor when the Council meeting agenda is being prepared. Requests for new Proclamations should be directed to the City Administrator's Office staff at least four weeks prior to the meeting at which the requestor would like it read. The Mayor may elect to refer the Proclamation request to the Council for consideration and direction.

**A. Conflict of Interest**

There are numerous sources of conflicts of interest that may require a Councilmember to disqualify himself or herself from participating in decision-making. The Political Reform Act (PRA) controls financial conflicts of interest of public officials. The PRA is one of the most complicated laws affecting local government. This law is implemented and enforced by the Fair Political Practices Commission (FPPC) which has issued comprehensive implementing regulations. To understand the PRA's impact on a Councilmember's actions, it is suggested that members discuss the law and potential conflicts with the City Attorney or a private attorney.

In general, under the PRA, public officials are prohibited from making, participating in or in any way attempting to use their official position to influence a governmental decision in which they know or have reason to know they have a financial interest (California Government Code § 87100). A "public official" is defined as including every member, officer, employee or consultant of the state or local government agency (California Government Code § 82048).

Newly elected officials are required to file a Statement of Economic Interest (Form 700) within thirty (30) days of being sworn into office. Thereafter, elected officials are required to file an annual Form 700. The City Clerk's Department will notify you of your filing requirements. Written permission must be obtained before posting elected officials' home addresses or telephone numbers on the Internet.

At any time if a City Official believes that a potential for conflict of interest exists, he or she is encouraged to consult with the City Attorney or private legal counsel for advice. Staff may also request an opinion from the City Attorney regarding a City Official's potential conflict. Laws which regulate conflicts are very complicated. Violations may result in significant penalties or fines, including criminal prosecution. While not inclusive, a general summary of conflict rules has been prepared and appears below.

There are several laws that govern conflicts of interest for public officials in California – the Political Reform Act, Government Code section 1090, and Government Code section 87105 (http://leginfo.legislature.ca.gov/faces/codes.xhtml). In general terms, the Political Reform Act prohibits a public official from having a financial interest in a decision before the official. Section 1090 prohibits a public official from being interested in government contracts; and section 87105 requires a public official who has a conflict of interest to publicly announce the conflict, recuse himself or herself and leave the room until after the discussion and voting on the matter is complete.

**B. Applicability**

Under the PRA, an official has a financial interest if it is reasonably foreseeable that a decision will have a material financial effect, distinguishable from its effect on the public generally, on the official, a member of his or her immediate family, or on any of the following:

1. Any business entity in which the public official has a direct or indirect investment worth $2,000 or more (California Government Code § 87103(a); 2 California Code of Regulations § 18700(c)(6)(A)).

2. Any real property in which the public official has a direct or indirect interest worth $2,000 or more (California Government Code § 87103(b), 2 California Code of Regulations § 18700(c)(6)(B)).

3. Any source of income other than gifts or certain loans aggregating $500 or more provided to the public official within 12 months prior to the time of the decision (California Government Code § 87103(c); 2 California Code of Regulations § 18700(c)(6)(C)).

4. Any business entity in which the public official is a director, officer, partner, trustee, [illegible] holds any position of management (California Government Code § 87103(d); 2 California Code of Regulations § 18700(c)(6)(D)).

5. Any gift totaling $470 (adjusted biennially by the FPPC) or more provided to, received by or promised within 12 months prior to the decision (2 California Code of Regulations §§ 18703.4, 18704-18961).

C. **Analysis**

In general, the FPPC suggests that a four-part analysis be followed in applying the conflict-of-interest rules:

1. Step One: *Is it reasonably foreseeable that the governmental decision will have a financial effect on any of the financial interests listed above (2 California Code of Regulations § 18700(d)(1))?* If the financial interest is a named party to or the subject of the governmental decision, the financial effect on the public official's interest is reasonably foreseeable. If not a named party or subject of the decision, the financial effect on the interest will be reasonably foreseeable if there is a realistic probability of a financial effect.

2. Step Two: *Will the reasonably foreseeable financial effect be material (2 California Code of Regulations § 18700(d)(2))?* Materiality is determined in reference to the specific financial interest involved.

3. Step Three: *Can the public official demonstrate that the material financial effect on the public official's financial interest is indistinguishable from the effect on the public generally (2 California Code of Regulations § 18700(d)(3))?* This requires establishing that at least 25% of certain population segments are all affected, and that the effect on the governmental official's interest is not unique compared to the segment.

4. Step Four: *If after applying the three-step analysis and determining that the public official has a conflict of interest, he or she may not make, participate in making, or in any way attempt to use his or her official position to influence a governmental decision*.

The Fair Political Practices Commission ("FPPC") has published lengthy regulations and opinions on conflicts of interest that are useful in determining whether a particular financial interest or decision could give rise to disqualification based on a potential conflict of interest. The FPPC also puts out informational pamphlets to assist public officials in determining what types of situations may give rise to prohibited conflicts of interest.

**D. Government Code Section 1090**

Government Code section 1090 is similar to the Political Reform Act, but it applies only to City contracts in which a public official has a financial interest. The financial interests covered by section 1090 are different than those in the Political Reform Act. Having an interest in a contract may preclude the City from entering into the contract at all. In addition, the penalties for violating section 1090 are severe. If a City Official believes that he or she may have any financial interest in a contract that will be before the Council, the member should immediately seek advice from the City Attorney or the City Official's personal attorney.

There are a number of other restrictions placed on Council actions which are highlighted in the League of California Cities Handbook. Such restrictions include prohibitions on secrecy and discrimination, as well as assurance that all City funds are spent for public purposes. Violations of these restrictions may result in personal liability for individual City Officials.

## E. Disqualification and Disclosure

When the agenda item is called, a City Councilmember who has a conflict of interest is required to publicly state that a conflict of interest exists, describe the nature of the economic interest giving rise to the conflict, disqualify himself or herself, and leave the room. Ideally, Councilmembers will become familiar enough with the sources of conflicts to determine in advance whether disqualification is necessary. However, if a Councilmember becomes aware of a potential conflict only during the meeting, it is perfectly appropriate for the Councilmember to ask for a break in order to discuss the matter with the City Attorney. If any Councilmember questions a potential conflict of interest related to another Councilmember, a recess may be called at the request of the Councilmember who may have a conflict to allow discussion of the issue with the City Attorney to determine if there is a conflict. If the Councilmember decides a conflict exists, that Councilmember may not participate in any aspect of the decision making, including discussing the matter with City staff. When a conflict of interest arises involving a matter on the consent calendar portion of the agenda, the Councilmember is not required to leave the room, unless that item is pulled from the consent agenda for separate discussion.

## F. Legally Required Participation

In the event that a decision cannot be made because a majority of the Council is disqualified due to conflicts of interest, the PRA allows the minimum number of Councilmembers necessary to constitute a quorum to return and participate in the decision to the minimum extent required. The Councilmembers permitted to participate must be chosen through a random process (California Government Code § 87101).

## G. Advice on Conflict of Interest

The City Attorney may provide advice to a Councilmember about the existence of a conflict of interest. However, advice given by the City Attorney does not protect the Councilmember from an enforcement action by the FPPC. A Councilmember may seek a formal written opinion from the FPPC on a particular set of facts. Such an opinion letter would provide protection from an enforcement action arising under the same set of facts.

## H. Conflict of Interest Forms

Annual disclosure statements are required of all Councilmembers, designated commissioners, and senior staff. These disclosure statements indicate potential conflicts of interest including sources of income, ownership of property and receipt of loans and gifts. Councilmembers often serve on the governing board of other local agencies as a result of appointment or delegation through the Council. These agencies will also require the submittal of disclosure forms. These forms require information including income, loans, receipt of gifts, and interest in real property among other items.

## I. AB 1234 Training

State law requires the City to advise local officials, subject to California's ethics education requirements about their compliance options at least once a year.[xi] The City will ensure that all local officials will be provided the AB 1234 Ethics Training.

## J. Liability

The City is a large institution offering a variety of services and may often find itself subject to legal action through lawsuits. The City must always approach its responsibilities in a manner which reduces risk to all involved. However, with such a wide variety of high-profile services (e.g. police, fire) risk cannot be eliminated.

The City belongs to an agency with other cities in the San Joaquin Valley to manage insurance and risk activities. When claims are filed against the City they are sent to the City's claims examiner to review and make recommendations. Unless there is clear liability on the part of the City, the claim will normally be recommended for denial. The Claim is placed on the Council agenda for rejection but will only be discussed in closed session if Council desires. Council should be careful discussing details of a claim or lawsuit outside of closed session.

It is important to note that violations of certain laws and regulations by individual City Officials that official being personally liable for damages which would not be covered by the City's insurance. Examples may include discrimination, harassment, or fraud.

**A. Overview**

Council policy is implemented through professional staff. Therefore, it is critical that the relationship between the Council and staff be well understood by all parties so policies and programs may be implemented successfully. The City of Angels has a long tradition of positive relationships between members of the Council and staff. To maintain these effective relationships, it is important that roles are clearly recognized.

**B. Council-Manager Form of Government**

Angels governs under a Council-City Manager form of government. This structure reflects that it is the Council's role to establish City policy and priorities. The Council appoints a City Administrator to implement this policy and undertake the administration of the organization. The Council is to work through the City Administrator in dealing with City staff. Indeed, the A.M.C. requires Councilmembers to work through the City Administrator.

The City Administrator is appointed by the Council to enforce its laws, to direct the daily operations of City government, to prepare and monitor the municipal budget, and to implement the policies and programs initiated by the Council. The City Administrator is responsible to the Council rather than to individual Councilmembers and directs and coordinates the various departments.

**C. Council-Manager Relationship**

1. **Employment relationship between the Council and City Administrator**: This relationship honors the fact that the City Administrator is the chief executive officer of the City. The Council should avoid situations that can result in City staff being directed, intentionally or unintentionally, by one or more members of the Council. Regular communication between the Council and City Administrator is important in maintaining open communications. All dealings with the City Administrator, whether in public or private, should respect the authority of the City Administrator in administrative matters. Disagreements should be expressed in policy terms rather than in terms that question satisfaction with or support of the City Administrator.

2. **Evaluation:** The Council is to evaluate the City Administrator on an annual basis and pursuant to the terms of the City Administrator's contract with the City.

3. **Open Communication:** As in any professional relationship, it is important that the City Administrator keeps the Council informed. The City Administrator respects and is sensitive to the political responsibility of the Council and acknowledges that the final responsibility for establishing the policy direction of the City is held by the Council. The City Administrator encourages regular one on one meetings with Councilmembers to provide information on various issues before the Council.

4. **Staff Roles:** The Council recognizes the primary functions of staff as executing Council policy and actions taken by the Council and in keeping the Council informed. Staff is obligated to take guidance and direction only from the Council as a whole through the City Administrator or from the appropriate management supervisors. The Council is discouraged from instructing staff directly but should instead submit any requests to the City Administrator or City Attorney. Further, any comments or concerns from the Council should be communicated to the City Administrator or City Attorney. Staff is directed to reject any attempts by individual members of the Council to unduly direct or otherwise pressure them into making, changing or otherwise influencing recommendations.

   City staff will make every effort to respond in a timely and professional manner to all requests made by individual Councilmembers for information or assistance, provided that, in the judgment of the City Administrator, the request is not of a magnitude, either in terms of workload or policy, which would require that it would be more appropriately assigned to staff through the direction of the full Council.

**D. City Administrator Code of Ethics**

City Administrator is subject to a professional code of ethics from his or her professional association. These standards appear in Appendix A of this Handbook, the ICMA Code of Ethics. It should be noted that this code binds the City Administrator to certain practices which are designed to ensure actions are in support of the City's best interests. Violations of such standards can result in censure by the professional association. This code is posted in the City Administrator's office.

**E. Council-City Attorney Relationship**

The City Attorney is the legal advisor for the Council, its committees, commissions and boards, the City Manager, and all City officers and employees with respect to any legal question involving an official duty or any legal matter pertaining to the affairs of the City. The general legal responsibilities of the City Attorney are to:

1. Provide legal assistance necessary for formulation and implementation of legislative policies and projects;
2. Represent the City's interest, as determined by the City Council, in litigation, administrative hearings, negotiations, and similar proceedings;
3. Prepare or approve as to form ordinances, resolutions, contracts, and other legal documents to best reflect and implement the purposes and intentions of the City Council; and
4. Keep City Council and staff apprised of court rulings and legislation affecting the legal interests of the City.
5. It is important to note that the City Attorney does not represent individual members of the Council, but rather the City Council as a whole. Accordingly, with the exception of conflict-of-interest inquiries, in questions involving pending or upcoming matters, or protocol and procedure, the City Attorney's services are engaged and directed through the majority of the Council. Individual Councilmembers may seek advice or assistance from the City Attorney on other matters while exercising their best judgment on the most efficient and appropriate use of his/her resources. The City Attorney's performance is reviewed as provided by the services retention contract.

**F. City Administrator-City Attorney Relationship**

The City Attorney provides legal support and advice to the City Administrator as the chief executive officer of the City.. The City Administrator is responsible for carrying out and implementing Council policies. The City Attorney also keeps the City Administrator apprised of current relevant court rulings and legislation. The City Attorney may share confidential information obtained from the City Administrator with the Council if necessary to protect the best interests of the City, and vice versa.

**G. Access to Information and Communications Flow**

1. **Objectives:** It is the responsibility of staff to ensure Councilmembers have access to information from the City and to insure such information is communicated completely and with candor to those making the request. However, Councilmembers must avoid intrusion into those areas that are the responsibility of the staff. Individual Councilmembers may not intervene in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the Council as a whole. This is necessary to protect staff from undue influence and pressure from individual Councilmembers, and to allow staff to execute priorities given by management and the Council as a whole without fear of reprisal.

2. **Council Roles:** The full Council retains power to accept, reject, amend, influence, or otherwise guide and direct staff actions, decisions, recommendations, workloads and schedules, departmental priorities, and the performance of City business.

Individual members of the Council should not make attempts to pressure or influence staff decisions, recommendations, workloads, schedules, and department priorities without the prior knowledge and approval of the Council as a whole. If a Councilmember wishes to influence the actions, decisions, recommendations, workloads, work schedule, and priorities of staff, that member must prevail upon the Council to do so as a matter of Council policy.

Councilmembers also have a responsibility of the flow of information. It is critical that they make extensive use of staff and commission reports and commission minutes. Councilmembers should come to meetings prepared—having read the council agenda packet materials and supporting documents, as well as any additional information or memoranda provided on city projects or evolving issues. Additional information may be requested from staff, if necessary.

3. **Access to Information:** Individual Councilmembers, as well as the Council as a whole, are permitted complete freedom of access to any information requested of staff and shall receive the full cooperation and candor of staff in being provided with any requested information. The City Administrator or City Attorney will pass critical information to all Councilmembers. The Council will always be informed by the City Administrator or City Attorney when a critical or unusual event occurs about which the public is concerned.
   There are limited restrictions when information cannot be provided. Draft documents (e.g. staff reports in progress, administrative draft EIRs) are under review and not available for release until complete and after review by City management. In addition, there are legal restrictions on the City's ability to release certain personnel information even to members of the Council. Certain aspects of police department affairs (access to restricted or confidential information related to crimes) may not be available to members of the Council. Confidential personnel information also has restrictions on its ability to be released. Any concerns Councilmembers may have regarding the release of information, or the refusal of staff to release information, should be discussed with the City Attorney for clarification.

**H. Staff Relationship with Advisory Bodies**

Staff support and assistance may be provided to commissions and task forces, but advisory bodies do not have supervisory authority over City employees. While staff may work closely with advisory bodies, staff members remain responsible to their immediate supervisors and ultimately the City Administrator and Council. The members of the commission or committee are responsible for the functions of the advisory body, and the commission or committee Chair is responsible for committee compliance with the policies outlined in the A.M.C.

Staff support includes preparation of a summary agenda and preparation of reports providing a brief background of the issue, a list of alternatives, recommendations, and appropriate backup materials, if necessary. Advisory body members should have sufficient information to reach decisions based upon a clear explanation of the issues. The assigned staff person serves as secretary, taking minutes as needed.

It is important that advisory bodies wishing to communicate recommendations to the Council do so through adopted or approved Council agenda procedures. In addition, when a commission or committee wishes to correspond with an outside agency, correspondence should be reviewed and approved by the Council. Individuals who would like a commission or committee to review a particular issue must also gain approval for such a request from the full Council. Staff members are to assist the advisory body Presiding Officer to ensure appropriate compliance with state and local laws and regulations.

**I. Restrictions on Political Involvement by Staff**

The City is a non-partisan entity. City staff make recommendations consistent with Council policy and for the good of the community and should not be influenced by political factors.

By working for the City, staff members do not surrender their rights to be involved in local electio in place to preserve those rights. However, there are limitations to such involvement.

1. **Management Staff:** The City Administrator strongly discourages any involvement in local campaigns even while on personal time. Such involvement erodes the tenet that staff are to provide an equal level of service to all members of the Council.

2. **General Employees:** These employees have no restrictions while off the job; however, no participation in campaigns or other activities may take place while on the job. No City resources may be used by staff in support of any campaign. Even while off the job, no employee may participate in campaigns or other political activities while in City uniform. For example, posing for a promotional photograph for a candidate for local office while in uniform is inappropriate. The support of the Council in these matters is requested. A Councilmember asking staff to sign petitions, or similar items can create an awkward situation.

**J. General Conduct Expectations**

Councilmembers are expected to uphold a high standard of civility towards each other and to abide by the City's Ethics and Civility Code. Civility is expected between Councilmembers, the public, and City staff while in Council meetings and when out in public. Rude behavior and profanity will not be tolerated.

While in public, Councilmembers should be aware that they are still viewed as elected representatives of the citizens of the City. As such, Councilmembers' behavior in public shall be appropriate and shall not include inappropriate gesturing (including, but not limited to, crude or offensive body language, gyrating, or other inappropriate body movements) or profanity.

While social media, with its use of popular abbreviations and shorthand, does not adhere to standard conventions of correspondence, the content and tenor of online conversations, discussions, and information posts should model the same professional behavior displayed during Council meetings and community meetings.

Social media sites are not to be used as mechanisms for conducting official City business other than to informally communicate with the public. Examples of business that may not be conducted through social media include making policy decisions, official public noticing and discussing items of legal or fiscal significance that have not been previously released to the public. Officials' social media site(s) should contain links directing users back to the City's official website for in-depth information, forms, documents or online services necessary to conduct official City business. Officials will not post or release proprietary, confidential, or sensitive information on social media websites.

Councilmembers must conduct themselves in a respectable manner so as to not damage the prestige of his or her elected title. In the performance of their official duties and in public, they should refrain from any form of conduct which may cause any reasonable person unwarranted offense or embarrassment.

**A. Filling Council Vacancies**

A vacancy on the City Council may be filled by appointment or call of a special election in the manner prescribed by law. Alternatively, the City Council may appoint a person to fill a vacancy on the City Council to hold office only until the date of a special election, which shall be immediately called to fill the remainder of the term. The special election may be held on the date of the next regularly established municipal election or other regularly established election to be held in the City more than one hundred fourteen (114) days from the call of the special election.[xii]

**B. Conflicts of Interest While Leaving Office**

A public official may not use his or her official position to influence prospective employment. California law prohibits elected officials, who held a position with the agency from lobbying the agency, to take any action within one (1) year of official's departure from office or employment.[xiii] However, the individual may appear before the agency with which the official worked if the official is appearing on behalf of another public agency.

**C. Filling Vacancies for Boards, Commissions, or Advisory Groups**

A vacancy on any one of the City's Boards, Commissions, or Advisory Groups may be filled by appointment by the Mayor with consent of the Council. Chapter 2, Section E of this Handbook shall be followed when filling vacancies for any Boards, Commissions, or Advisory Boards.

## PART II: COUNCIL PROCEDURAL GUIDELINES

**A. Policy**

1. **Introduction.** The Council shall comply with the provisions of the Ralph M. Brown Act, the Open and Public Meeting Law (the "Brown Act").

2. **Penalties and Applicability.** The intent of the Brown Act is to ensure that deliberation and actions of local public agencies are conducted in open and public at meetings.

   a. Penalties: The law provides for misdemeanor penalties for members of a body who violate the Brown Act.[xiv] Violations are also subject to civil action.[xv]

   b. Applicability: The Brown Act applies to the Council, all commissions, boards, and task forces that advise the Council. Staff cannot promote actions which would violate the Brown Act.

**B. Meetings**

1. **General.** All meetings shall be open and public. A meeting takes place whenever a quorum (three (3) or more members) is present and information about the business of the body is received; discussions qualify as a meeting. Social functions do not fall under the Brown Act unless City business is discussed.

2. **Serial Meetings.** These can take place, and are prohibited by the Brown Act, when any member of the Council or City staff contact more than two (2) Councilmembers for the purpose of deliberating or acting upon an item pending before the Council (does not apply to the public or media). Correspondence that merely takes a position on an issue is acceptable.

**C. Procedure**

The following procedure shall be followed:

1. Posting the Agenda: Agendas for regular meetings must be posted seventy-two (72) hours in advance of the meeting and must include the following:

   a. Time and location of the meeting.

   b. Description of the agenda items. The description should be reasonably calculated to adequately inform the public and should include the contemplated Council action.

   c. Public Comments Section. A section providing an opportunity for members of the public to address the Council. (The public comments portion of the agenda meets this requirement).

   d. Agendas in uniform font. Agendas for all Council meetings shall be in a font as deemed by the City clerk. The City shall comply with provisions of the Brown Act and the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) in making the agenda and documents in the agenda packet available in appropriate alternative formats to persons with a disability.

**D. Actions**

No action can be taken on any item not appearing on the posted agenda.

**E. Ex Parte Communication**

All Councilmembers may have "ex parte" communications – meaning communications outside the meeting forum. However, such communication should not be encouraged, made, or accepted when such communication is designed to influence the official decision or conduct of the official or other officials in order to obtain a more favored treatment or special consideration to advance the personal or private interests of

himself or herself or others. As an example, Councilmembers should not communicate with members of the public via text message or other similar methods of electronic communication during Council meetings about City business. This guarantees that all interested parties to any matter shall have equal opportunity to express and represent their interests. The applicable California law, the Brown Act, is discussed in Chapter 10 of this Handbook and provides more detail as to Councilmembers' obligations under California state law.

Councilmembers who have ex parte communications with a party that appears before them at the meeting, should disclose that he or she had ex parte communication with the party. This can be done by stating that the Councilmember had ex parte communication with a party at a time in the meeting when the item is discussed.

Any written ex parte communication received by an official in a matter when all interested parties should have an equal opportunity for a hearing, shall be made a part of the record by the recipient.

**A. Council Meetings**

1. **Regular Meetings.** Consistent with the A.M.C., regular meetings of the Council shall be held the first and third Tuesdays of each month, commencing at 6:00 p.m. in the City Council Chambers, Angels City Fire Department, 1404 Vallecito Road, Angels, California 95222.[xvi]

   a. Other Locations. The Council may, from time to time, elect to meet at other locations within the City, and upon such election shall give public notice of the change of location in accordance with provisions of the Government Code.[xvii]

   b. Location During Local Emergency. If, by reason of fire, flood, or other emergency, it shall be unsafe to meet in the City Fire Department, the meetings may be held for the duration of the emergency at such other place as may be designated by the Mayor, or if the Mayor does not so designate, by the Vice Mayor or City Administrator.[xviii]

   c. Holidays. When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for that day shall automatically be held on the next regular business day at the regular time and place unless canceled by the Council.[xix]

2. **Special Meetings & Emergency Meetings.** Special meetings and emergency meetings of the Council may be called and held from time to time consistent with, and pursuant to, the procedures set forth in the Government Code.[xx]

3. **Adjourned Meetings.** The Council may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment pursuant to the procedures set forth in the Government Code.[xxi]

4. **Closed Session.** The Council may hold closed sessions during any regular or special meeting, or any time otherwise authorized by law, to consider or hear any matter which is authorized by State law to be heard in closed session. The general subject matter for consideration shall be expressed in open meeting before such session is held.[xxii]

   a. Time Limit: Closed Sessions may begin earlier than 6:00 p.m., as needed, as long as the closed session items are agendized and the time for their consideration is specified in the agenda.[xxiii] Closed session must conclude promptly at 6:00 p.m. regardless of whether there is a pending action that must be taken. Closed session may be continued and reconvened after the regular meeting to finish any unfinished agenda items.

5. **Cancellation of Regular Meetings.** Any meeting of the Council may be canceled in advance by a majority of the Council.

6. **Quorum.** A majority of the Council constitutes a quorum for transaction of business. Less than a majority may adjourn from time to time and compel attendance of absent members in the manner and under the penalties prescribed by ordinance.[xxiv] If all Councilmembers are absent from any regular meeting, the City Clerk shall declare the meeting adjourned to a stated day and hour. The City Clerk shall cause a written notice of the adjournment to be delivered personally to each Councilmember at least three (3) hours before the adjourned meeting.[xxv]

7. **Chair.** The Mayor shall preside over all Council meetings. The Mayor shall have the authority to preserve order at all Council meetings, to call for the removal of any person or persons from any meeting of the Council for disorderly conduct, to interpret and enforce the procedural guidelines of the

Council, and to determine the order of business under the guidelines of the Council.[xxvi]

a. Absence of Mayor - The Vice Mayor shall act as Mayor in the absence or disability of the Mayor.[xxvii]

b. Mayor & Vice Mayor Absence - When the Mayor and Vice Mayor are absent from any meeting of the Council, the Councilmembers present may choose another member to act as Vice Mayor, and that person shall, during that meeting, have the duties of the Mayor.[xxviii]

c. Presiding Officer – The Presiding Officer for any City appointed or created commissions, committees and boards shall preside over public meetings of such commissions, committees and boards.

8. **Attendance by the Public.** Except as specifically provided by law for closed sessions,[xxix] all meetings of the Council shall be open to the public in accordance with the terms, provisions and exceptions consistent with State law.[xxx]

9. **Action Minutes.** The City Clerk, or his or her designee, will maintain a written record and attest to the proceedings of the Council in the form of action minutes. Action minutes will include final motions with votes of the Council and reflect the names of public speakers.[xxxi]

10. **Recordings of Meetings.** Recordings of proceedings shall be made and shall be retained for record for the City Council and Planning commission by the City Clerk.[xxxii]

**B. Policy Decision Making Process**

**1. Ad-Hoc and Standing Committees.** Committees provide a great deal of assistance to the City Council when formulating public policy. The City has the following standing committees:

a. CPPA (Calaveras Public Power Agency)
b. CSEDD (Central Sierra Economic Development District)
c. COG (Council of Governments)
d. LAFCO (Local Area Formation Commission)
e. SWM (Solid Waste Management)
f. UWPA (Utica Water and Power Authority)

In addition, special purpose task forces (ad-hoc committees) are often appointed by the City Council to address specific issues of interest for a limited duration. These ad hoc committees are dissolved upon completion of the intended task. Committees and task forces are purely advisory to the Council and, in some situations, staff. Standing Committees and Ad-Hoc Committees will consist of two (2) Councilmembers, in order to avoid Brown Act violations, and are appointed by the Mayor. Typically, committee appointments are made on an annual basis and are made at the first meeting of each calendar year. The Mayor may solicit interest from Councilmembers to serve on committees but final selection of committee participation is a majority vote of the City Council.

**2. Study Session.** Study session items are placed on agendas for the purpose of open discussion. During study sessions, Councilmembers may hear reports from staff or others, ask questions, or invite public input.

**3. Town Hall or Community Meetings.** Such meetings may be held by an individual Councilmember and are not considered official governmental committees or Council meetings. Town Hall or Community Meetings do not require formation or appointment by the Mayor or Council. The Councilmember shall disclose this fact at their town hall meeting(s). To avoid possible Brown Act violations, only two (2) Councilmembers may participate in the discussion at a Town Hall or Community Meeting.

**A. General Order**

The business of the Council at its meetings will generally be conducted in accordance with the following order of business unless otherwise specified. A closed session may be held at any time during a meeting consistent with applicable law.

1. **CLOSED SESSION (IF NECESSARY)**
   a. The Council meets from time to time in closed sessions which are duly held meetings or a portion thereof, at which certain actions may be taken and are not open to the public and news media. These are:

      1. Closed sessions held at such times pursuant to Government Code Section 54957.6 where the Council meets with its designated representatives prior to and during consultation and discussions with representatives of employee organizations.

      2. Security or emergencies.

      3. Personnel sessions.

      4. Closed sessions to consider potential or pending litigation in which the City or an officer or employee is or could be a party.

   b. The Council must adhere to the time limits for closed session in order to begin the regular meeting in a timely manner. If the Council does not conclude the closed session in the required timeframe as set forth in the Agenda, the Council will temporarily continue the closed session meeting until the close of the regular meeting.

2. **REGULAR MEETING**

3. **ROLL CALL**

4. **PLEDGE OF ALLEGIANCE**

5. **ROLL CALL**

6. **REPORT OUT OF CLOSED SESSION**

7. **PRESENTATIONS/PROCLAMATIONS/RECOGNITION.**
   All special presentations, proclamations and recognitions will be calendared and coordinated through the Mayor, City Clerk, or City Administrator.

8. **APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)**

9. **PUBLIC COMMENT (NON-AGENDA ITEMS)**

10. **CONSENT CALENDAR.**
    All matters listed under the Consent Calendar are considered by the Council to be routine and will be acted upon in a single motion. Separate discussions of these items may be requested by a

Councilmember or staff member prior to the time the Council considers the motion member of the public may pull an item from the consent calendar.

Agenda items requested for removal from the consent calendar by Councilmembers or staff will be considered at the beginning of the "Unfinished Business" Section of the agenda. Members of the public may request the removal of agenda from the consent calendar. A Councilmember may vote "no" on any consent item without comment or discussion. Any substantive Council comments, questions or discussion on an item will require removal of the item from the consent calendar.

11. **PUBLIC HEARINGS.** The guidelines for conducting public hearings are discussed below in sub-section B of this Chapter**.**

12. **UNFINISHED BUSINESS**

13. **NEW BUSINESS**

14. **ITEMS FROM THE CITY TREASURER**

15. **ITEMS FROM THE CITY ATTORNEY**

16. **ITEMS FROM THE CITY ADMINISTRATOR**

17. **COUNCIL REPORT**

18. **CALENDAR**

19. **FUTURE AGENDA ITEMS.**

20. **ADJOURNMENT TO NEXT REGULAR MEETING OF (Date)**

**B. Action on Agenda Items**

In accordance with the Ralph M. Brown Act, the Council may not take action on any item that did not appear on the posted Council agenda seventy-two (72) hours prior to the Council meeting unless an exception is made as permitted by the Government Code.[xxxiii]

**C. Items Placed on Written Agenda**

Items of business shall be placed on the written agenda prior to the deadline announced or observed for the preparation thereof, at the request of the City Administrator or the City Attorney.

Any member of the City Council may place an item on a future agenda by making a formal request to the City Administrator at a meeting of the City Council. The City Administrator will place City Council items on a future City Council agenda when reasonable based on the staff time and research necessary to prepare the item for City Council consideration.

**D. Items from the City Council, City Treasurer, City Administrator, or City Attorney**

These sections of the agenda provide the opportunity for brief comment on items of interest to the public, which can include City events, business, operations, or projects, and other items of general interest.[xxxiv]

**E. Public Hearings:**

1. **General Procedure.** Certain actions of the Council require a public hearing, wherein the community receives an opportunity to provide testimony in front of the Council to adopt a resolution, introduce an ordinance, or approve a document. Zoning ordinances always require a public hearing. Check with the City Attorney if in doubt as to whether a public hearing is required. The Council procedure for the conduct of public hearings is generally as follows:

   a. The Staff Presents its Report. After the Mayor/Presiding Officer announces the item as it appears on the agenda, City staff will give a presentation to the City Council and the public on the staff report prepared for the matter.

   b. Initial Questions to Staff by the Council. Prior to opening a public hearing on a matter, Councilmembers may ask questions of staff or third-party consultants regarding the staff report and the item.

   c. Mayor/Presiding Officer Opens the Public Hearing:

      i. Applicant or Appellant Presentation. The applicant or appellant then has the opportunity to present comments, testimony, or argument.

      ii. Public Testimony. Members of the public are provided with the opportunity to present their comments, testimony, or argument. Members of the public presenting comments, testimony, or argument will follow the following guidelines:

         1. Members of the Public Request to Speak. Any person desiring to speak or present evidence shall make his or her presence known to the Mayor/Presiding Officer and upon being recognized by the Mayor/Presiding Officer, the person may speak or present evidence relevant to the matter being heard. No person may speak without first being recognized by the Mayor/Presiding Officer.

         2. Council Questions of Speakers. Members of the Council who wish to ask questions of the speakers or each other during the public hearing portion may do so but only after first being recognized by the Mayor/Presiding Officer.

         3. Public Oral Presentations. All Council guidelines pertaining to oral presentation by members of the public apply during public hearings. These guidelines are discussed below in Chapter 13: "Addressing the Council."

         4. Materials for Public Record. All persons interested in the matter being heard by the Council shall be entitled to submit written evidence or remarks, as well as other graphic evidence.

         5. Germane Comments. No person will be permitted during the hearing to speak about matters or present evidence which is not germane to the matter being considered. A determination of relevance shall be made by the Mayor/Presiding Officer but may be appealed to the full Council.

            i. The applicant or appellant is given an opportunity for rebuttal or closing argument.

            ii. The public input portion of the public hearing is closed.

d. Questions and discussion from the Council. Councilmembers should not express their opinions on an item prior to the close of the public hearing, as the Councilmembers should not form or express an opinion until after all testimony has been received. Questions and comments from the Council should not be argumentative, and the Council should not engage in debates with staff, or those members of the public testifying to an opinion, until after all testimony has been received.

Any Councilmember shall have the right to express dissent from, or protest to, any action of the Council and have the reason entered into the minutes. If the dissenting Councilmember desires such dissent or protest to be entered into the minutes, this should be made clear by language such as "I would like the minutes to show that I am opposed to this action for the following reasons…"

e. Council decision occurs. Once the Council completes its discussion of the matter, a Councilmember may make a motion to take action on the item. A Councilmember may also make a motion to table, amend, substitute, postpone, or continue the matter, pursuant to these Procedures. If the Council is unsuccessful in carrying a motion on the matter before the adjournment of the meeting, the motion shall be deemed to have failed.

f. The Mayor/Presiding Officer will announce the final decision of the Council.

**F. Time for Consideration**. Matters noticed to be heard by the Council will commence at the time specified in the notice of hearing, or as soon thereafter as is reasonably possible and will continue until the matter has been completed, or until other disposition of the matter has been made.

G. **Continuance of Hearing.** Any hearing being held, noticed, or ordered to be held by the Council at any meeting of the Council may, by order, notice, or continuance, be continued or re-continued to any subsequent hearing**.**

H. **Communications and Petitions.** Written communications and petitions concerning the subject matter of the hearing will be noted and summarized by the Mayor/Presiding Officer. A reading in full shall take place where a majority of the Council votes to have that correspondence read into the record.

I. **Ex-Parte Contacts**. Should a Councilmember and one (1) or more members of the public make contact outside of the hearing process regarding a matter which is, or may be, before the Council for a quasi-judicial hearing, as soon as the Council is informed that the matter will come before it as a quasi-judicial hearing, that Councilmember must disclose the substance of the contact and the names of the parties on the record at the beginning of the Council's quasi-judicial hearing. Visits by Councilmembers to sites or properties that are the subject of such pending hearings, shall also be disclosed at the beginning of the Council's quasi-judicial hearing.

J. **Resolutions**. A resolution is generally adopted by the Council to deal with temporary or special matters, such as when the Council makes only a factual determination or certification that certain necessary conditions or requirements set by statute or ordinance have been met. Resolutions can also express opinions of the legislative body or set temporary standards (i.e. amount of permit processing fees that may be changed again by future resolutions). Resolutions are recorded and kept on file with the City Clerk.[xxxv] A resolution is less formal than an ordinance because it does not become part of the municipal code.

K. **Ordinances**. An ordinance is a law that the Council adopts and in most cases is codified into formal law by means of the published municipal code. An ordinance is the most binding and permanent type of Council action and usually may only be repealed or amended by a subsequent ordinance. Ordinances must be publicly read aloud at two (2) Council meetings: introduced at one (1) meeting and adopted at the subsequent meeting (most often at the next meeting). Ordinances may not be passed within five (5) days of introduction unless they are urgency ordinances.[xxxvi] A public hearing notice must be published at least ten (10) days prior to the first reading of the ordinance.[xxxvii]

L. **Urgency Ordinances**. An urgency ordinance is a special type of ordinance that is only brought once before the Council for a vote.[xxxviii] It does not go on the Consent Calendar and usually cannot be codified into the municipal code.

M. **Voting & Publishing Requirements for Resolutions and Ordinances**.

1. Voting. All resolutions and ordinances require a recorded majority vote of the total membership of the Council.[xxxix] Ordinances shall be signed by the Mayor and attested by the City Clerk.[xl]

2. Publishing. The rates of taxes to be levied, or the amount of revenue required to be raised by taxation, may be fixed either by ordinance or resolution. Where the tax rate or the amount of revenue required to be raised by taxation is fixed by resolution, such resolution shall be published in the same manner and within the same time as ordinances are required to be published.[xli] Within fifteen (15) days after the ordinance passes, the City Clerk shall cause each ordinance to be published at least once, with the names of those City Councilmembers voting for and against the ordinance, in a newspaper of general circulation circulated in the City of Angels.[xlii] Ordinances shall not be published in a newspaper if the charge exceeds the customary rate charged by the newspaper for publication of private legal notices, but these ordinances shall be posted in the manner and at the time required by the Government Code.[xliii] Except as provided in Section 36937 of the Government Code, an ordinance shall not take effect or be valid unless it is published or posted pursuant to Government Code Section 36933 and not until thirty (30) days after the final passage of an ordinance. The publication and posting of ordinances may be satisfied by the actions prescribed in Government Code Sections 36933(c)(1) and 36933(c)(2).

3. Exceptions to Publishing Requirement. An ordinance takes effect immediately if it is an ordinance: (i) relating to an election; (ii) for the immediate preservation of public peace, health or safety, containing a declaration of the facts constituting the urgency, and is passed by a four-fifths vote of the Council; (iii) relating to street improvement proceedings; (iv) relating to taxes for the usual and current expense of the City; or (v) covered by particular provisions of law prescribing the manner of its passage and adoption.[xliv]

### A. General Procedures

It is the policy of the Council not to become involved in the protracted discussion over parliamentary procedure. Consistent with any City ordinance, statute or other legal requirement, any issue of procedure relating to conduct of a meeting or hearing not otherwise provided for herein may be determined by the Mayor, subject to appeal to the full Council.

### B. Authority of the Mayor/Presiding Officer

Subject to appeal to the full Council, the Mayor/Presiding Officer shall have the authority to prevent the misuse of motions, or the abuse of any privilege, or obstruction of the business of the Council by ruling any such matter out of order. In so ruling, the Mayor/Presiding Officer shall be courteous and fair and should presume that the moving party is acting in good faith.

### C. Mayor to Facilitate Council Meetings

The Council delegates the responsibility and expands the role of Mayor/Presiding Officer to include the facilitation of Council meetings. In the role as facilitator, the Mayor/Presiding Officer will assist the Council to focus on their agenda, discussions and deliberations.

### D. Deliberation & Order of Speakers

The Mayor/Presiding Officer is delegated the responsibility to oversee the debate and the order of speakers. Speakers will generally be called upon in the order they request to speak as recognized by the Mayor/Presiding Officer.

### E. Limit Deliberation to Item at Hand

Councilmembers will limit their comments to the subject matter, item or motion being currently considered by the Council.

### F. Length of Council Comments

Council members will govern themselves as to the length of their comments or presentations. The Council delegates to the Chair the responsibility of assisting the Council by signaling if a Councilmember has been speaking for an excessive time period.

### G. Limitations of Debate

Councilmembers will be allowed to speak once before the Mayor/Presiding Officer opens the matter for public comment. Councilmembers may speak a second time after the close of public comment if more time is allowed by the Mayor/Presiding Officer or the majority of the Council. Comments from Councilmembers are limited to five (5) minutes for each Councilmember, unless the Council, by concurrence, extend such time.

### H. Obtaining the Floor

Any member of the Council wishing to speak must first obtain the floor by being recognized by the Mayor. The Mayor must recognize any Councilmember who seeks the floor when appropriately entitled to do so.

### I. Motions

Motions may be made by any member of the Council, including the Mayor, providing that before a motion is offered by the Mayor, the opportunity for making a motion is offered to the other Councilmembers. Any members of the Council, other than the person offering the motion, may second the motion.

1. **Procedure for Motions:** Before a motion can be considered or debated, it must be seconded. Once the motion has been properly made and seconded, the Mayor shall open the matter for discussion offering the first opportunity to the moving party and, thereafter, to any Councilmember properly

recognized by the Mayor. Once the matter has been fully discussed and the vote is called f discussion will be allowed; however, Councilmembers may be allowed to explain their vote.

a. Process to Make and Second a Motion. Councilmembers wanting to make or second a motion may do so through a verbal request to the Mayor.

**2. Precedence of Motions:** When a motion is on the floor, no other motion shall be entertained except the following, which shall have precedence in the following order:

a. Motion to Adjourn the Meeting (not debatable). A motion to adjourn shall be in order at any time, except as follows:

i. When repeated after defeat without any intervening business or discussion.

ii. When made as an interruption of a Councilmember who is speaking.

iii. While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time which the meeting is adjourned

b. Motion to Fix Hour of Adjournment. Such motion shall be set to a definite time at which to adjourn and shall be undebatable and unamendable except to the time set. Notice of the adjournment and the date of the subsequent meeting shall be conspicuously posted on or near where the meeting was held within twenty-four (24) hours of the adjournment. [xlv]

If the subsequent meeting occurs within five (5) days of the original meeting, the Council may consider matters placed on the original meeting agenda without posting a new agenda. If the subsequent meeting occurs more than five (5) days from the original meeting, a new agenda must be prepared and posted. [xlvi]

c. Motion to Table. A motion to table shall be used to temporarily bypass the subject. A motion to table shall be undebatable and shall preclude all amendments or debate of the subject under consideration. The tabled item may be "taken from the table" at any time by a motion made prior to the end of the meeting. If the item is not taken from the table prior to the end of the meeting, it shall be placed on a future agenda as a new matter.

d. Motion to Amend. A motion to amend can be made after a motion is introduced and seconded. A motion to amend shall be debatable only as to the amendment. A motion to amend an amendment shall be in order, but a motion to amend an amendment to an amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. A motion to amend shall be voted on first, followed by a vote on the original motion, as amended or as originally stated, depending on whether the motion to amend carries.

e. Motion to Substitute. A motion to substitute can be made after a motion is introduced and seconded. A substitute motion on the same subject shall be acceptable and voted on before a vote on a motion to amend the main motion amendment.

f. Motion to Continue. Motions to continue to a definite time shall be amendable and debatable as to the propriety of postponement and time set. If desired, the Councilmember who initiates the

motion to continue may also move to reopen the hearing to receive further testimon

3. **Motions Introducing Ordinances.**[xlvii] Ordinances shall not be passed within five (5) days of their introduction unless they are urgency ordinances. Ordinances may only be passed at a regular meeting and must be read in full at the time of introduction and passage except when, after reading the title, further reading is waived. Motions introducing ordinances for adoption at a future meeting are deemed to include a waiver by the Council of the full reading of the text and title of the proposed ordinance unless the motion is otherwise specifically so provided. When ordinances, other than urgency ordinances, are altered after introduction, they shall be passed only at a regular meeting held at least five (5) days after alteration. Corrections of typographical or clerical errors are not considered alterations for purposes of this paragraph.

## J. Voting Procedures

Any Councilmember present at a meeting when a question comes up for a vote should vote for or against the measure unless he or she is disqualified from voting and abstains because of such disqualification. All votes shall be roll call votes, except for minute actions. Minute actions may be taken by voice vote. The results reflecting all "ayes" and "noes", and "abstentions" must be clearly set forth for the record. Raised hands can reflect an "aye", "no", or "abstention" vote but the record shall reflect each raised hand vote.

1. **Abstention:** An abstention does not count as a vote for or against a matter. If a Councilmember abstains, he or she is counted as present for quorum purposes but is not deemed to be "voting" for purposes of determining whether there has been a "majority vote of those members present and voting." If a Councilmember abstains from voting on the grounds that he or she has or may have a conflict of interest, that abstention shall be made either at the beginning of the Council consideration of the matter, or as soon as the Councilmember recognizes that he or she may have such a conflict or potential conflict. In addition, the Councilmember shall state for the record the precise nature of the interest which he or she may have that creates the conflict or potential conflict and shall leave the Council Chamber during discussion of the item when required to do so by the Political Reform Act.[xlviii]

2. **Tie Votes:** A tie vote results in a lost motion. In such an instance, any member of the Council may offer a motion for further action. If there is no action by an affirmative vote, the result is no action. If the matter involves an appeal and an affirmative vote does not occur, the result is that the decision appealed stands as decided by the decision-making person or body from which the appeal was taken.

3. **Motion for Reconsideration:** Motions for reconsideration of a matter may only be made at the same meeting at which the Council takes action on a matter. Such motion may only be made by a Councilmember who voted with the side that prevailed on the matter in question. With regard to a tie vote resulting in a lost motion, the prevailing side will be deemed to be those Councilmembers who voted in the negative. Any member of the Council may second a motion for reconsideration.

## K. Non-Observance of Guidelines

The guidelines are adopted to expedite and facilitate the transaction of the business of the Council in an orderly fashion and shall be deemed to be procedural only. The Council shall not be required to follow formal organizational procedures such as Robert's Rules of Order. Failure to strictly observe the guidelines shall not affect the jurisdiction of, or invalidate any action taken by the Council.[xlix]

## L. Non-Exclusive Guidelines

These guidelines are not exclusive and do not limit the inherent power and general legal authority of the Council, or of the Mayor/Presiding Officer, to govern the conduct of Council meetings as may be considered appropriate from time to time or in particular circumstances for purposes of orderly and effective conduct of the affairs of the City.

**A. Oral Presentations by Members of the Public**

The rules governing oral presentations by members of the public at Council meetings are as follows:

1. The person is requested to come to the podium, state his or her name and address for the record (although not required), and, if speaking for an organization or other group, identify the organization or group represented.

2. All remarks should be addressed to the Council as a whole, not to individual members thereof.

3. Questions, if any, should be directed to the Mayor/Presiding Officer who will determine whether, or in what manner, an answer will be provided.

**B. Public Comment**

Public Comment is that period set aside at Council meetings for members of the public to address the Council on items of City business other than scheduled agenda items. The Public Comment portion of the Council meeting is the opportunity for members of the public to address the Council in compliance with the Government Code.

1. **Timing.** Public Comment for each speaker is limited to five (5) minutes, unless the Council, by concurrence, extend such time. Members of the public may not yield any portion of their individual public comment time to other speakers.

2. **City Matters**. Presentations under Public Comment are limited to items within the subject matter jurisdiction of the City.

**C. Agenda Item Oral Presentation**

Any member of the public wishing to address the Council orally on City business matters appearing on the Council agenda may do so when that item is taken up by the Council, or as otherwise specified by the Council or the Mayor/Presiding Officer.

1. **Presentations Submitted in Writing.** Persons who anticipate oral presentations exceeding three (3) minutes are encouraged to submit comments in writing, in advance, to the care of the City Clerk, for prior distribution to the Council and other interested parties. Submission of comments in writing is encouraged in lieu of possible lengthy oral presentations which may not be permitted.

2. **Timing.** Comments by the public on City business matters appearing on the agenda may do so once the Mayor/Presiding Officer opens the matter for public comment. Members of the public may speak a second time after the close of public comment only if more time is allowed by the Mayor/Presiding Officer or the majority of the Council.

3. **Assigning Time.** Persons wishing to assign their time for oral presentations to other individuals may do so only with authorization of the Mayor/Presiding Officer or a majority of the Council.

4. **Reading Written Comments.** Persons wishing to read written comments into the record may do so only with authorization of the Mayor/Presiding Officer or a majority of the Council. Additional procedures for written comments is detailed below.

**D. Speaker Time Limits for An Agenda Item**

In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor/Presiding Officer may request that a spokesperson

be chosen by the group, and in case additional matters are to be presented by any other member that there be a limit on the number of such persons addressing the Council. A specific time limit may also be set for the total presentation. No group shall arrange themselves so as to use individual speakers' times in sequential order to circumvent the time limits.

**E. Waiver of Guidelines**

Any of the foregoing guidelines may be waived by majority vote of the Councilmembers present when it is deemed that there is good cause to do so based upon the particular facts and circumstances involved.

**F. Decorum**

It is crucial that the public have confidence in the integrity of its local government. Further, to ensure that the City's business is conducted in a manner that is both professional and efficient, it is important that all participants in the process exercise decorum and civility.

The Mayor/Presiding Officer shall maintain order, decorum, and the fair and equitable treatment of all speakers. The Mayor/Presiding Officer shall keep discussions and questions focused on the specific agenda item under consideration.

Councilmembers shall perform their duties in accordance with the City's processes and rules of order governing the deliberation of public policy issues, the involvement of the public, and the implementation of policy decisions of the Council by City staff. They shall work together collaboratively, assisting each other in conducting the affairs of the City. Councilmembers shall fully participate in public meetings, in both the open and closed sessions, while demonstrating respect and courtesy to others. City Officials shall stay focused, stay on topic and act efficiently during public meetings. They shall refrain from interrupting other speakers or otherwise interfering with the orderly conduct of the meetings.

No person shall engage in harassment of another person during a public meeting. Harassment includes but is not limited to:

1. Verbal harassment such as racial epithets, derogatory comments, or slurs;

2. Physical harassment such as assault, impeding or blocking movement, or any other physical interference or threat directed at an individual;

3. Sexual harassment such as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature, such as name calling, suggestive comments, or lewd talks and jokes that unreasonably interferes with an individual's work performance or has the purpose or effect of creating an intimidating, hostile, or offensive work environment.

During public meetings, all present shall:

4. Preserve safety and order;

5. Not block the audience or camera from viewing the proceedings;

6. Not engage in disruptive behavior, including but not limited to heckling, whistling, yelling, and other similar demonstrations;

7. Not willfully disrupt the peace and order of the meeting;

8. Listen to others respectfully and not interrupt those who are speaking;

9. Refrain from making comments that personally attack an individual in a way that disrupts otherwise impedes orderly conduct;

10. Avoid the use of profanity, obscene language, and threats that disrupt, disturb, or otherwise impede orderly conduct;

11. Not using unlawful physical force. Physical force includes but is not limited to: grabbing, pushing, slapping, punching, kicking, or otherwise striking the body of another or an object attached to another's body;

12. Not harass any other person in any way.

13. Avoid obscene gestures or motions that could be viewed as threatening or an effort to intimidate. Unacceptable gestures include but are not limited to. those of a sexual nature, finger pointing and fist shaking in an overly aggressive or accusatory manner, miming the use of weapons or other violent acts, and other movements that could be seen as threatening; and

14. Avoid raising voices beyond what is necessary to be heard by the audience.

Unruly conduct that disrupts the meeting such as undue noise, hissing, profanity, inappropriate applause, insults or physical disturbance shall not be permitted.

If these rules are violated, the City has the following recourse:

15. The Mayor/Presiding Chair can call a point of order;

16. A Councilmember present at the public meeting may move to require the Mayor/Presiding Chair to enforce the rules and upon majority vote, the Mayor/Presiding Chair shall be required to do so;

17. The Mayor/Presiding Chair may instruct the Chief of Police, or another member of the police department designated by the Chief of Police to enforce the rules;

18. The Chief of Police or other members of the police department designated by the Chief of Police to enforce the rules may order an individual to sit, refrain from addressing the Council, board or commission, or remove the disruptive person from the meeting.

Any person making personal, impertinent, or derogatory remarks, or who shall become boisterous while addressing the Council, shall be barred from further audience before the Council at said meeting by the Mayor/Presiding Officer unless permission to continue is granted by a majority of the Council.[l]

## PART III: COMMISSIONS AND ADVISORY GROUPS

# Chapter 14: Application of Rules to City Commissions and Other City Sponsored Publicly Held Meetings

## A. Applicability of Rules

1. All rules regarding the Conduct of City Officials shall apply to individuals serving as Commissioners or Board members in other appointed positions on City commissions and boards. Currently, the Planning Commission is the City's only standing commission.

2. Members of the public shall abide by the rules governing addressing the Council when addressing a City-created board or commission.

3. All Public Hearings held by City appointed boards and commissions shall be conducted by the rules contained herein under Chapter 11, Section E: Public Hearings.

4. All internal references to the Mayor/Presiding Officer in this handbook shall apply to commission chairpersons in chairing commission meetings.

## B. Planning Commission

### 1. Meetings

a. Regular Meetings:

i. Planning Commission regular meetings shall be held the second Thursday of each month, commencing at 5:00 p.m. in the City Council Chambers.

b. Quorum: A majority of the full Planning Commission shall constitute a quorum, but a lesser number may adjourn from time to time.

A majority of the voting members of the Planning Commission shall constitute a quorum for the purpose of conducting routine business. The affirmative vote of a majority of the voting members shall be required for the approval of any general plan element or amendment thereto, any rezone, variance, use permit, tentative map or other planning commission action (AMC 17.85.050)

c. Chairman ("Chair"): the Chair for each Commission shall preside over that Commission's meetings. He or she shall be elected by a majority vote of the Commission to serve for a designated term. The Chair shall have authority to preserve order at that Commission's meetings, to call for the removal of any person(s) from any meeting of the Commission for disorderly conduct, to see that all actions of the Commission are properly taken, to sign documents of the Commission, to interpret and enforce the procedural guidelines of the Commission and to determine the order of business under the guidelines of the Commission. AMC Section 17.85.030 further details the duties of the Planning Commission Chair.

i. *Absence of Chair*: the Vice Chairman ("Vice Chair") shall act as Chair in the absence or disability of the Chair. The Vice Chair shall be elected by a majority vote of the Commission in which he or she sits.

ii. *Absence of Chair and Vice Chair*: When the Chair and Vice Chair are absent from any meeting of his or her Commission, the members present may choose another member to act as Chairman pro tem, and that person shall, during the meeting, have the duties of the Chair.

d. Planning Commission meeting rules are detailed in AMC Sections 17.85.060 and 17.85.070.

**C. Order of Business**

a. The Planning Commission's Order of Business procedures are detailed in AMC Sections 17.85.060 through 17.85.090.

**D. General Order** - The business of the Commission at their meetings will generally be conducted in accordance with the following order of business unless otherwise specified. A closed session may be held at any time during a meeting consistent with applicable law.

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA AS POSTED (OR AMENDED)**

**APPROVAL OF MINUTES**

**PUBLIC COMMENT (NON-AGENDA ITEMS)**

**PLANNING COMMISSION BUSINESS**

**COMMITTEE REPORTS**

**ADJOURNMENT**

The Planning Commission's Order of Business is as prescribed in AMC Section 17.85.070.

**E. Administrative Rules**

1. Request for Research or Information: Planning Commissioners may request information or research from Planning staff . Commissioners may request information or research from the Operations Director. Requests for new information or policy direction will be brought to the full Commission for consideration at a regular meeting. All written products will be copied to the full Commission.

2. Inappropriate Actions: The Commissions delegate to the Chair the responsibility to discuss, on behalf of the full Commission, any perceived or inappropriate action by a Commissioner. The Chair will discuss with the Commissioner the action and suggest a more appropriate process or procedure to follow. After this discussion, if further inappropriate action continues, the City Administrator will report the concern to the full Commission.

3. Agendas in Uniform Font: Agendas for all Commission meetings shall comply with provisions of the Brown Act and the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) in making the agenda and documents in the agenda packet available in appropriate alternative formats to persons with a disability.

4. Agenda Materials Delivery: Delivery of the agenda materials to the Planning Commi be on or before the evening of the Friday preceding the regular meeting. As necessary, supplemental materials may be delivered subsequent to the preceding Friday.

5. Procedural Guidelines: The procedural guidelines for the Planning Commission may be amended at any meeting of the Planning Commission by a majority of the full membership (AMC 17.85.190)

6. Distribution: Each member of the Commission, including new members as they are appointed, shall be provided a copy of these Guidelines by the City Clerk or Planning staff
7. Vacancy Caused by Absence: Pursuant to AMC 17.85.060, the secretary of the Planning Commission shall report the absence of any member at three consecutive meetings without an acceptable excuse. This may be grounds for the Planning Commission to recommend the removal of that member from the Commission.
8. An "acceptable excuse" shall constitute the following:

    i. Absence due to illness, with notice to the Secretary of the Commission; or

    ii. Absence due to unavoidable circumstances and with notice to the Secretary of the Commission before the date of the meeting from which he or she will be absent with a written explanation of the reason for the absence.

9. Officers-Election: At its regular meeting in July of each year or soon thereafter as possible, the Commission shall elect a Chair and Vice-Chair.

10. Adjournment Time: Per AMC 17.85.060, No public hearing will commence after ten p.m., and no item of business will commence after eleven p.m. for the Planning Commission. Scheduled items which cannot be heard because of lack of time will be continued to the earliest possible date.

11. Attendance: Each member of the Commission who has knowledge of the fact that he or she will not be able to attend a scheduled meeting of the Commission shall notify the Secretary of the Commission at the earliest possible opportunity and, in any event, prior to 5:00 p.m. on the date of the meeting. The Secretary shall notify the Chair of the Commission in the event that the projected absences will result in a lack of quorum.

12. Subcommittees: The Commission may from time to time, at the recommendation of staff, the request of the Council, or of its own volition, determine that a subcommittee should be formed to perform some function on behalf of the Commission. Such subcommittee assignments usually involve some degree of research or analysis with a report back to the full Commission for consideration of the subcommittee's recommendation(s). Formation of any such subcommittee will require consideration by the Commission as a regular agenda item wherein the Commission will discuss and define the roles and responsibilities of the subcommittee and by consensus name a Commission representative to any such subcommittee.

13. Appeals: Pursuant to the A.M.C., Section 17.81.010, or as amended, the Commissions act as advisory bodies to the City Council. On those rare occasions where a Commission acts as the decision-making body, said decision may be appealed to the City Council.

14. Continuance of Advisory Items: The following rules relate to advisory items, that is, the Commission offers recommendations to the City Council for final action. For example, Planning Commission rulings on zoning amendments or general plan updates are advisory items which go before the City Council for ultimate determination. The following rules serve to ensure advisory items arrive to the City Council for review within a reasonable time:

    i. The Commission may continue or postpone advisory items for further consideration, but the Commission must reconsider the item at its next regular meeting. Therefore, any continuance of the item without an official ruling shall automatically reappear on the agenda for the Commission's next regular meeting.

    ii. The Commission shall not continue or postpone advisory items for further consideration, without offering final recommendations to the City Council, more than twice (2).

    iii. Where the Commission fails to rule on the advisory item after having continued the item two (2) times, the Commission has forty (40) days from the second continuance to render its official recommendation to the City Council. Failure to render a final ruling on the item at a third consecutive meeting shall constitute an automatic recommendation of the item, as is and without modifications, for adoption by the City Council.

**Appendix A**

## ICMA Code of Ethics

The mission of ICMA is to create excellence in local governance by developing and fostering professional local government management worldwide. To further this mission, certain principles, as enforced by the Rules of Procedure, shall govern the conduct of every member of ICMA, who shall:

**Tenet 1**

Be dedicated to the concepts of effective and democratic local government by responsible elected officials and believe that professional general management is essential to the achievement of this objective.

**Tenet 2**

Affirm the dignity and worth of the services rendered by government and maintain a constructive, creative, and practical attitude toward local government affairs and a deep sense of social responsibility as a trusted public servant

**Tenet 3**

Be dedicated to the highest ideals of honor and integrity in all public and personal relationships in order that the member may merit the respect and confidence of the elected officials, of other officials and employees, and of the public.

**Tenet 4**

Recognize that the chief function of local government at all times is to serve the best interests of all people.

**Tenet 5**

Submit policy proposals to elected officials; provide them with facts and advice on matters of policy as a basis for making decisions and setting community goals; and uphold and implement local government policies adopted by elected officials.

**Tenet 6**

Recognize that elected representatives of the people are entitled to the credit for the establishment of local government policies,responsibility for policy execution rests with the members.

**Tenet 7**

Refrain from all political activities which undermine public confidence in professional administrators. Refrain from participation in the election of the members of the employing legislative body.

**Tenet 8**

Make it a duty continually to improve the member's professional ability and to develop the competence of associates in the use of management techniques.

**Tenet 9**

Keep the community informed on local government affairs; encourage communication between the citizens and all local government officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.

**Tenet 10**

Resist any encroachment on professional responsibilities, believing the member should be free to carry out official policies without interference, and handle each problem without discrimination on the basis of principle and justice.

**Tenet 11**

Handle all matters of personnel on the basis of merit so that fairness and impartiality govern a member's decisions, pertaining to appointments, pay adjustments, promotions, and discipline.

**Tenet 12**

Seek no favor; believe that personal aggrandizement or profit secured by confidential
Information, or by misuse of public time is dishonest.

# Appendix B

## Referenced Code Citations

[i] A.M.C. §2.09.040.
[ii] A.M.C. §2.12.030
[iii] A.M.C. §2.12.040.
[iv] A.M.C. §.2.12.050
[v] A.M.C. §2.12.060
[vi] A.M.C. §2.02.010.
[vii] A.M.C. §2.03.
[viii] Government Code § 36516.
[ix] A.M.C. §2.01.050(E).
[x] A.M.C. §2.01.050(D).
[xi] Government Code §53235(f).
[xii] A.M.C. §2.01.040.
[xiii] Government Code §87406.3.
[xiv] Government Code §54959.
[xv] Government Code §54960.
[xvi] A.M.C. §§ 2.01.030; 2.08.020; Government Code §§ 36805; 54954(a).
[xvii] Government Code § 54954(b).
[xviii] Government Code § 54954(e).
[xix] A.M.C. §2.01.030.
[xx] Government Code §§ 54956; 54956.5. Special meetings and emergency meetings, respectively.
[xxi] Government Code §§ 36805; 36809; 54955; 54956.
[xxii] Government Code § 54954.5.
[xxiii] A.M.C. § 2.01.030.
[xxiv] Government Code § 36810.
[xxv] Government Code § 36811.
[xxvi] Government Code §§ 36802; 36813; 54957.9.
[xxvii] Government Code § 36802.
[xxviii] *Id.*
[xxix] Government Code § 54954.5.
[xxx] Government Code § 54953.
[xxxi] Government Code § 36814.
[xxxii] Government Code § 54953.5. The statute only requires maintenance of the audio or visual recording for thirty (30) days where there are other records of the meeting that are retained according to Government Code § 6250 *et seq.*
[xxxiii] Government Code §54954.
[xxxiv] Government Code §54954.2(a).
[xxxv] Government Code § 36936.
[xxxvi] Government Code § 36934.
[xxxvii] Government Code § 65090.
[xxxviii] Government Code § 36934.
[xxxix] Government Code § 36936.
[xl] Government Code § 36932.
[xli] Government Code § 36936.1.
[xlii] Government Code § 36933(c).
[xliii] Government Code § 36933(a).
[xliv] Government Code § 36937.
[xlv] Government Code § 54955.
[xlvi] Government Code § 549554.2(b)(3).

[xlvii] Government Code § 36934. The requirements for introducing an ordinance or urgency ordinance are provided in this section of the Government Code and establish the information that follows in this paragraph.
[xlviii] Government Code §87100 *et seq.* A Councilmember should leave the room when he or she identifies that he or she has a financial interest in the decision being discussed. Prior to leaving the room, the Councilmember should publically identify the financial interest at stake and recuse himself or herself from that portion of the meeting.
[xlix] *City of Pasadena v. Paine* (1954) 126 Cal.App.2d 93.
[l] Government Code §§ 36813, 54957.9.

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** February 4, 2025

**TO:** Angels City Council

**FROM:** Steve Williams, Interim City Administrator

**RE:** Resolution – Accepting the draft Calaveras Council of Governments Electric Vehicle Charging Infrastructure Implementation Plan.

**RECOMMENDATION:**
Approve Resolution 25-006 Accepting the draft Calaveras Council of Governments (CCOG) Electric Vehicle Charging Infrastructure Implementation Plan.

**BACKGROUND:**
The Calaveras Council of Governments, in partnership with the City of Angels, the County of Calaveras, and Calaveras Transit Agency identified the need to make efforts to continue to facilitate electric vehicle use in the County.

The plan is intended to identify electric vehicle infrastructure charging sites and provide a roadmap toward installing and increasing electric vehicle charging infrastructure to facilitate electric vehicle use in Calaveras County. The focus is on charging stations for local government fleets for the City of Angels and County of Calaveras, the County public transit system, and public use.

On October 14, 2022, CCOG released a request for proposals (RFP) for consultant services to develop an Electric Vehicle Charging Infrastructure Implementation.

DKS Associates was awarded the bid.

The project kickoff meeting was held on March 3, 2023.

The draft of the Electric Vehicle Charging Infrastructure Implementation Plan was provided to the City on January 7, 2025.

**DISCUSSION:**
The objectives of the Electric Vehicle (EV) Charging Infrastructure Implementation Plan include:

- Develop and strengthen partnerships that can support economic growth, housing stability, and access to education by deploying charging stations that encourage adoption and use of EVs.

- Collect data about current and planned vehicles, current and planned public charging and hydrogen stations, and state and local policies and priorities.

- Forecast EV vehicle adoption by community and by route to estimate travel demand. Deliver year-by-year estimates for the number of ZEV (Zero Emission Vehicles) by class (light-duty, medium- and heavy duty, transit, and school bus.)
- Identify the optimal type and location for charging stations to be seen and used, as well as the infrastructure needed to support them.
- Select final sites and phasing recommendations that emphasize benefits to communities and drivers, financial viability, and probability of accelerating ZEV adoption.
- Prepare an action plan that includes what to do, when to do it, and how to fund it.

This draft is being presented to the Angles City Council for review and comment.

CCOG is scheduled to have this same draft reviewed by the CCOG Board on February 5, 2025.

Should the Angles City Council or staff have comments or corrections, the deadline for submission of those comments or corrections is February 20, 2024.

The final version of the document will be considered by the CCOG Board on March 5, 2025.

**FINANCIAL IMPACT:**
None.

**ATTACHMENTS:**
1) Resolution 25-006
2) Draft CCOG Electric Vehicle Charging Infrastructure Implementation Plan

**CITY OF ANGELS**
**CITY COUNCIL**
**RESOLUTION No. 25-006**

**RESOLUTION ACCEPTING THE DRAFT CALAVERAS COUNCIL OF GOVERNMENTS ELECTRIC VEHICLE CHARGING INFRASTRUCTURE IMPLEMENTATION PLAN.**

**WHEREAS,** the Calaveras Council of Governments, in partnership with the City of Angels, the County of Calaveras, and Calaveras Transit Agency identified the need to make efforts to continue to facilitate electric vehicle use in the County; and

**WHEREAS**, the plan is intended to identify electric vehicle infrastructure charging sites and provide a roadmap toward installing and increasing electric vehicle charging infrastructure to facilitate electric vehicle use in Calaveras County. The focus is on charging stations for local government fleets for the City of Angels and County of Calaveras, the County public transit system, and public use; and

**WHEREAS**, the draft of the Electric Vehicle Charging Infrastructure Implementation Plan was provided to the City of Angels on January 7, 2025; and

**WHEREAS**, this draft is being presented to the Angles City Council for review and comment prior to final adoption by the Calaveras Council of Governments Board on March 5, 2025.

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Angels City Council does Accept the draft Calaveras Council of Governments Electric Vehicle Charging Infrastructure Implementation Plan.

**PASSED AND ADOPTED** this 4th day of February 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____

_____
Rose Beristianos,
City Clerk



# CALAVERAS COUNCIL OF GOVERNMENTS

# ELECTRIC VEHICLE CHARGING INFRASTRUCTURE IMPLEMENTATION PLAN

NOVEMBER 2024

PREPARED FOR:

CALAVERAS COUNCIL of GOVERNMENTS

## DOCUMENT DESCRIPTION

| | |
|---|---|
| CLIENT | Calaveras Council of Governments |
| Project Name | EV Charging Infrastructure Implementation Plan |
| Document Name | Final Plan |
| Date Document Issued | November 22, 2024 |

## VERSION CONTROL

| DATE | DESCRIPTION |
|---|---|
| 2/9/24 | Initial Document Template and write-ups to date |
| 7/19/24 | Draft final version (with 4 priority sites) |
| 11/22/24 | Final version (with 8 priority sites) |

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# 1. INTRODUCTION

## EXECUTIVE SUMMARY

This plan is a strategic roadmap to guide electrification of Calaveras County's 395 and Angels Camp's 32 fleet vehicles between 2025 and 2040. This will require installation of a total of 81 Level 2 chargers and 12 DC Fast Chargers of differing outputs to be shared between the fleet electric vehicles (EVs). The ratio of EVs per charger is determined by daily energy demands and nightly dwell time. The total capital expenditure for charger deployment including electrical service upgrades at selected priority sites is estimated to cost about $3.9 million for Calaveras County and about $1.6 million for Angels Camp. Additionally, the total operating expenditure, which includes charger maintenance, licensing and networking fees, as well as electricity expenses (which can be thought of as the future fuel costs of the County's and City's fleets), is estimated at about $6.9 million for Calaveras County and about $1.6 million for Angels Camp over the period from 2025 to 2040.

### CALAVERAS COUNTY

Calaveras County has 395 fleet vehicles to replace with EVs. Under the recommended shared charging strategy, this will require installation of a total of 83 charging stations. Since most of these will be dual-port stations (two charging ports), a total of 152 fleet EVs will be able to charge simultaneously. These will consist of a total of 73 AC and DC Level 2 charging stations, 3 50kW DC charging stations and 7 high-power (150kW) DC Fast Chargers. Calaveras County prioritized two parking areas at the Government Center and three other facilities for installation of chargers in three phases concurrent with fleet vehicle replacement, as summarized in **Table 1**. In addition to the fleet chargers, one dual-port Level 2 charging station is to be added at the Human Services Building for use by the public.

**TABLE 1: CALAVERAS COUNTY FLEET VEHICLE REPLACEMENT AND CHARGER INSTALLATION PHASING AT SELECTED PRIORITY SITES**

| LOCATION | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|
| **GOVERNMENT CENTER** | | | |
| VEHICLE REPLACEMENT | 3 | 58 | 59 |
| CHARGER INSTALLATION | **West lot:**<br>• 7 dual-head low-output Level 2 stations | **East lot:**<br>• 6 dual-head medium-output Level 2 stations<br>• 2 single-head 22.5 kW DC chargers<br>• 1 dual-head 50 kW DCFC station<br>• 1 dual-head 150 kW DCFC station | **East lot:**<br>• 5 dual-head medium-output Level 2 stations<br>• 3 single-head 22.5 kW DC chargers<br>• 2 dual-head 150 kW DCFC station |
| TOTAL CAPEX PER PHASE | $290,500 | $958,400 | $367,800 |

| LOCATION | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|
| TOTAL CAPEX | | **$1,616,700** | |
| TOTAL OPEX PER PHASE | $153,120 | $1,078,800 | $2,191,740 |
| TOTAL OPEX | | **$3,423,660** | |
| **SHERIFF'S OFFICE** | | | |
| VEHICLE REPLACEMENT | 2 | 58 | 59 |
| CHARGER INSTALLATION | • 1 dual-port medium-output Level 2 station<br>• 1 single-port 22.5 kW slow DC charger<br>• 1 dual-port 150 KW DCFC station | • 6 dual-port medium-output Level 2 stations<br>• 1 dual-port 150 kW DCFC station | • 13 dual-port medium-output Level 2 stations<br>• 2 dual-port 150 kW DCFC station |
| TOTAL CAPEX PER PHASE | $488,500 | $776,000 | $750,900 |
| TOTAL CAPEX | | **$2,015,400** | |
| TOTAL OPEX PER PHASE | $146,760 | $806,640 | $2,020,980 |
| TOTAL OPEX | | **$2,974,380** | |
| **COLOMBO** | | | |
| VEHICLE REPLACEMENT | - | 9 | 12 |
| CHARGER INSTALLATION | - | • 2 dual-port low-output Level 2 stations | • 1 single-port 11.5 kW DC charger |
| TOTAL CAPEX PER PHASE | - | $100,200 | $18,400 |
| TOTAL CAPEX | | **$118,600** | |
| TOTAL OPEX PER PHASE | - | $69,720 | $123,840 |
| TOTAL OPEX | | **$193,560** | |
| **HUMAN SERVICES BUILDING** | | | |
| VEHICLE REPLACEMENT | - | 6 | 16 |
| CHARGER INSTALLATION | - | • 2 dual-port low-output Level 2 stations (1 for fleet, 1 for public) | • 2 dual-port low-output Level 2 stations (both for fleet) |
| TOTAL CAPEX PER PHASE | - | $67,600 | $51,600 |
| TOTAL CAPEX | | **$119,200** | |
| TOTAL OPEX PER PHASE | - | $90,780 | $219,900 |
| TOTAL OPEX | | **$310,680** | |
| **TOTAL** | | | |
| **TOTAL CAPEX PER PHASE** | $779,000 | $1,902,200 | $1,188,700 |
| **TOTAL CAPEX** | | **$3,869,900** | |
| **TOTAL OPEX PER PHASE** | $299,880 | $2,045,940 | $4,556,460 |
| **TOTAL OPEX** | | **$6,902,280** | |

## ANGELS CAMP

The City of Angels Camp has 32 fleet vehicles to electrify. By using the recommended shared charging strategy, the City will need to install a total of 10 EV charging stations with 19 ports to support fleet charging needs. Of these, 8 should be AC and DC Level 2 chargers supplemented by 2 high-power (150kW) DC Fast Chargers. The City's prioritized sites for these installations are prioritizing the City Hall/Police Department property at 200 Monte Verda St., the old NAPA building property at 1056 S Main St., and the new Utica Park site development. Charger installation should occur concurrent with fleet vehicle replacement in three phases summarized in **Table 2** below. In addition to the fleet chargers, one dual-port Level 2 charging station is to be installed at the new Utica Park site development for use by the public.

**TABLE 2: CITY OF ANGELS FLEET VEHICLE REPLACEMENT AND CHARGER INSTALLATION PHASING AT SELECTED PRIORITY SITES**

| LOCATION | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|
| **CITY HALL/POLICE DEPARTMENT** | | | |
| VEHICLE REPLACEMENT | To be determined, due to relocation of PD vehicles to a different location and repurposing this site for Public Works vehicles. | | |
| CHARGER INSTALLATION | • 1 single-head 22.5 kW DC charger<br>• 1 dual-head 150 kW DCFC station | • 3 dual-head medium-output Level 2 stations<br>• 1 dual-head 150 kW DCFC station | • 2 dual-head low-output Level 2 stations |
| TOTAL CAPEX PER PHASE | $567,500 | $264,100 | $47,800 |
| TOTAL CAPEX | | **$879,400** | |
| TOTAL OPEX PER PHASE | $128,160 | $440,340 | $511,260 |
| TOTAL OPEX | | **$1,079,760** | |
| **OLD NAPA BUILDING PROPERTY** | | | |
| VEHICLE REPLACEMENT | - | - | - |
| CHARGER INSTALLATION | • 2 dual-port low-output Level 2 stations<br>• 1 dual-port medium-output Level 2 station | - | - |
| TOTAL CAPEX PER PHASE | $212,900 | - | - |
| TOTAL CAPEX | | **$212,900** | |
| TOTAL OPEX PER PHASE | $54,600 | $146,880 | $211,860 |
| TOTAL OPEX | | **$413,340** | |

| LOCATION | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|
| **UTICA PARK** | | | |
| VEHICLE REPLACEMENT | - | - | - |
| CHARGER INSTALLATION | • 1 dual-port low-output Level 2 station | - | - |
| TOTAL CAPEX PER PHASE | $32,100 | - | - |
| TOTAL CAPEX | | **$32,100** | |
| TOTAL OPEX PER PHASE | $23,920 | $53,220 | $67,920 |
| TOTAL OPEX | | **$145,060** | |
| **TOTAL** | | | |
| **TOTAL CAPEX PER PHASE** | $812,500 | $264,100 | $47,800 |
| **TOTAL CAPEX** | | **$1,124,400** | |
| **TOTAL OPEX PER PHASE** | $206,680 | $640,440 | $791,040 |
| **TOTAL OPEX** | | **$1,638,160** | |

## KEY RECOMMENDATIONS

- **Charging Strategy:** Fleet EV charging should occur overnight while fleet EVs are parked. Due to resource efficiency and cost savings, a shared charging strategy is recommended for both jurisdictions using Level 2 chargers shared between multiple fleet EVs to cover the fleets' baseload charging needs, supplemented by a small number 150kW DCFC installed at strategic locations.
- **Charger Selection**: Shared Level 2 chargers are recommended at sites where the majority of domiciled vehicles are light-duty.
- **Charger to EV Ratios**: Use Level 2 and DC chargers shared between fleet EVs, with ratios of EVs per charger determined by daily energy demands and nightly dwell time.
- **Charging MHD EVs**: Sites that have majority medium and heavy-duty vehicles require shared low to high output DC Chargers to supplement the fleet's Level 2 chargers.
- **Supplemental DCFCs:** 150kW High-power DC Fast Chargers should be installed at Calaveras County's Arnold Maintenance Yard, Government Center and Sheriff's Office and at Angels Camp's Corp Yard and Police Department to provide quick charging, supplementing overnight charging for convenience and redundancy.
- **Implementation Phasing:** Charger installations should be installed concurrently with EV fleet replacement in three Phases: **Phase 1** being near-term from 2025 to 2028, and **Phase 2** being 2029 to 2034, and **Phase 3** from 2035 to 2040
- **Utility Upgrades:** Install utility electrical upgrades ASAP to ensure adequate electrical infrastructure for Phase 1 charger installations (charging for Light Duty Vehicles).

## PURPOSE

This Electric Vehicle Charging Infrastructure Implementation Plan is intended to guide charger deployment and recommendations for replacement of existing Internal Combustion Engine (ICE)-powered fleet vehicles with electric vehicles for Calaveras County's and the City of Angels Camp's municipal fleets. This plan evaluates opportunities to incorporate EV purchases into the vehicle replacement plan over the next 15 years. The development of this document involved multiple stakeholders from Calaveras Council of Governments, Calaveras County, and the City of Angels Camp who provided input on the departmental operations of fleet vehicles.

## HOW TO USE THIS DOCUMENT

**Chapter 1** is the introduction. It includes the executive summary and explains the purpose of planning fleet electrification.

**Chapter 2** is a summary of federal, state and local regulations and policies relevant to transportation electrification.

**Chapter 3** is the fleet electrification analysis. It analyzes the existing fleet based on vehicle utilization.

**Chapter 4** focuses on fleet charging recommendations, providing an overview of charging types, charging strategy alternatives evaluation, and specific recommendations for both Calaveras County and Angels Camp.

**Chapter 5** documents Calaveras County and Angels Camp's prioritization of charging facilities for fleet EVs.

**Appendices A-G** provide supplementation information addressing data collection, stakeholder collaboration and engagement, charging strategy alternatives, funding opportunities, recommended best practices for fleet electrification and charging, back-up power and resiliency and the assumptions used in the cost estimates.

# 2. RELEVANT ELECTRIC VEHICLE REGULATIONS

The purpose of this chapter is to provide the regulatory and policy context for fleet electrification by both Calaveras County and the City of Angel's Camp's vehicle fleet. Not all of these may be directly applicable to these fleets but understanding them provides general context for future decision making by both fleets. The most relevant of these are summarized below with federal regulations first followed by state-specific regulations and then relevant local mandates or regulations for Calaveras County. The described laws and rules include both direct regulations on the County and City as well as policies that indirectly impact their fleet operations in the future.

## FEDERAL REGULATION

### LIGHT-DUTY AND MEDIUM-DUTY VEHICLES

In March of 2024, the Environmental Protection Agency (EPA) finalized the strongest-ever emission standards[1] for light-duty cars and trucks and medium-duty vehicles up to a 14,000 lbs. gross vehicle weight rating. For light-duty vehicles, the standards are ultimately projected to result in an industry-average 50% reduction in greenhouse gas (GHG) emissions[2] by 2032 compared to 2026. For medium-duty vehicles, the reduction in per-mile emissions in that timeframe equates to 44%. The standards will apply to new vehicle sales with model years 2027 through 2032 and beyond.

The means by which each automaker must comply with these provisions is not prescribed, meaning that different vehicle technologies can be used to meet the standards. However, all projections show that the majority of these emission reductions will only be achievable with battery-electric and, to a lesser extent, with plug-in hybrid electric vehicles. This means that automakers are required to sell an increasing number of electric vehicles, changing vehicle supply for private customers as well as for fleets in the coming years.

As result, Calaveras County and the City of Angels Camp can expect more EV product availability and variety as well as purchase price decreases given expected economies of scale in the EV supply chain, including production and distribution.

### HEAVY-DUTY VEHICLES

In March of 2024, the EPA announced the final greenhouse gas emissions standards[3] for heavy-duty vehicles. This regulation builds on previous iterations by both expanding the scope to model years 2027-2032 and imposing stricter standards heavy-duty vehicles as sold by manufacturers. It applies to vocational vehicles (such as delivery trucks, refuse haulers, public utility trucks, transit, shuttle, school buses, etc.) and tractors (such as day cabs and sleeper cabs on tractor-trailer

[1] Multi Pollutant Emissions Standards for Model Years 2027 and Later Light-Duty and Medium-Duty Vehicles: https://www.epa.gov/regulations-emissions-vehicles-and-engines/final-rule-multi-pollutant-emissions-standards-model

[2] As measured in grams of $CO_2$ per mile

[3] https://www.epa.gov/regulations-emissions-vehicles-and-engines/final-rule-greenhouse-gas-emissions-standards-heavy-duty

trucks). The rule is expected to result in significant benefits for public health and welfare through lowered GHG emissions from heavy-duty vehicles.

Like the EPA rule for light-duty vehicles, these standards are technology-neutral and performance-based. They apply to each manufacturer's total fleet of vehicles sold in each model year. The provisions are expected to lead to an increase in zero-emission vehicle availability on the market and cost decreases for new heavy-duty vehicles.

Both Calaveras County and the City of Angels Camp operate vehicles of the types covered in this EPA rule, meaning that more zero-emission models suitable to replace existing diesel fleet vehicles will be available in coming years.

## STATE-SPECIFIC CALIFORNIA REGULATION

California is the leading state in terms of promoting, funding, and increasingly requiring the sale and use of zero-emission vehicles. The most important state regulation applicable to Calaveras County and the City of Angels Camp is the Advanced Clean Fleets rule enabled in 2023, as described below. Additionally, there are other pieces of regulation that affect vehicle manufacturers, aimed at increasing the supply and product variety of zero-emission light, medium, and heavy-duty vehicles and off-road equipment, as described in this section as well.

### ADVANCED CLEAN FLEET (ACF) REGULATION

The most significant regulation impacting the transition to zero emissions medium and heavy-duty vehicle operations is California's Advanced Clean Fleets (ACF) regulation[4], approved in April 2023. ACF applies to all but the smallest operators of medium and heavy-duty vehicle fleets operating on California's roads including both private companies and public agencies. Beginning in 2024, ACF mandates the transition away from internal combustion to zero-emissions fleets—either battery electric or fuel cell electric for vehicles exceeding a Gross Vehicle Weight Rating (GVWR) of 8,500 lbs. by 2042. This also includes on-road and off-road yard tractors and light-duty package delivery vehicles. The timeframe for implementation will depend on the fleet type and selected compliance pathway as explained in the following section.

#### High Priority and Federal Fleets

ACF prioritizes any entity with $50 million or more in annual revenue or that owns or controls 50 or more vehicles with at least one vehicle in California.[5] ACF also applies to any federal agency that operates at least one vehicle in California. Such low thresholds mean that even many relatively small companies or agencies will need to comply, many of which may not even be large enough to operate their own charging infrastructure.

[4] https://ww2.arb.ca.gov/our-work/programs/advanced-clean-fleets

[5] https://ww2.arb.ca.gov/sites/default/files/barcu/regact/2022/acf22/ac/acffro21.pdf

### Compliance Pathway Alternatives

ACF offers two alternative pathways for high-priority and federal fleets to comply with the regulation: a Model Year Schedule and a ZEV Milestones Option, both of which seek to achieve 100% zero-emission fleet by specific deadlines for different classes of medium and heavy-duty vehicles.

**Model Year Schedule:** Under this pathway alternative, all medium and heavy-duty vehicles beyond their useful life must be removed from the fleet and all new vehicles must be EV or FCEV beginning January 1, 2024.

**ZEV Milestones Option:** Under this pathway alternative, ZEV replacement schedules will be determined by specific vehicle groups, see **Table 3**. This begins with vans, box trucks, two-axle buses, and yard tractors, which must be fully electrified by 2035 starting with a 10% fleet electrification requirement in 2025. Electrification of the next vehicle group consisting of work trucks, day cab tractors, and three-axle buses begins in 2027 with full electrification mandated by 2039. Finally, sleeper cabs tractors, and specialty vehicles begin electrification in 2030 with full electrification mandated by 2042.

**TABLE 3: ADVANCED CLEAN FLEETS ZEV FLEET MILESTONES BY MILESTONE GROUP AND YEAR**

| PERCENTAGE OF VEHICLES IN FLEET THAT MUST BE ZEVS | 10% | 25% | 50% | 75% | 100% |
|---|---|---|---|---|---|
| **MILESTONE GROUP 1:** Box trucks, vans, 2-axle buses, yard tractor, LD package delivery vehicles | 2025 | 2028 | 2031 | 2033 | 2035 (and beyond) |
| **MILESTONE GROUP 2:** Work trucks, day cab tractors, pickup trucks, 3-axle buses | 2027 | 2030 | 2033 | 2036 | 2039 (and beyond) |
| **MILESTONE GROUP 3:** Sleeper cab tractors | 2030 | 2033 | 2036 | 2039 | 2042 (and beyond) |

### Public Fleets

Along with designated "High Priority and Federal Fleets", ACF also applies to medium and heavy-duty vehicles operated by cities, counties, special districts, and state agencies (i.e., entities with exempt plates from the DMV).[6] Under the Model Year Schedule pathway alternative, 50% of medium and heavy-duty vehicle purchases from 2024 – 2026 must be ZEVs, and 100% of medium and heavy-duty vehicle purchases from 2027 and beyond must be ZEVs. Public agencies may instead opt for the ZEV Milestone Option until January 1, 2030, which may provide greater flexibility for compliance.

Local governments within designated low-population counties, including Calaveras County and the City of Angels Camp, are permitted to delay implementation of ACF requirements until 2027 when 100% of new MHD fleet purchases must be ZEVs. Alternatively, agencies may adhere to a fleet

[6] https://ww2.arb.ca.gov/sites/default/files/barcu/regact/2022/acf22/ac/acffro11.pdf

transition milestone schedule, seen in **Table 3**. Public agencies must opt into the milestone option by January 1, 2030.

### Reporting

For state and local government agency fleets, annual compliance reporting must be submitted no later than April 1, 2024. This reporting includes:

- State or local government agency information
- Vehicle information:
  - VIN, make, model, model year, license plate number
  - GVWR, body type
  - Fuel and powertrain type
  - Date of purchase, date vehicle was added to or removed from fleet
  - Vehicle designation under an exemption or extension
  - Odometer or hubodometer readings for backup vehicles
  - Engine family and engine model year for any vehicle added to the fleet after January 1, 2024
- Funding contract start and end date for vehicles purchased with California State funding if the vehicle is to be excluded from ACF during the funding contract
- Vehicles being replaced that fall under the ZEV Purchase Exemption must identify which vehicle is being replaced

### HVIP ineligibility

According to the California Air Resources Board, vehicles purchased using an HVIP voucher will not count as a ZEV purchase. Generally speaking, ZEV purchases before 2024 or in excess of the amounts required starting in 2024, count towards future ZEV purchase requirements as long as the ZEV is still active in the fleet. However, this decision also means that excess vehicles purchased using an HVIP voucher will also not count towards future purchase requirements.

## ADVANCED CLEAN CARS II (ACC II) REGULATION

In August 2022, the California Air Resources Board (CARB) voted on the Advanced Clean Cars II plan to scale down light-duty passenger car, truck, and SUV emissions beginning with the 2026 model year through 2035. Under this regulation, all new passenger cars, trucks, and SUVs sold in California will be zero-emission vehicles by 2035, putting Governor Newsom's 2020 Executive Order N-79-20 into law. This sets a clear timeline for the transition of California's vehicle fleet toward electrification, a transformation expected to be replicated across the nation.

## ADVANCED CLEAN TRUCK (ACT) REGULATION

The Advanced Clean Trucks (ACT) regulation is a zero-emission vehicle sales requirement imposed on the manufacturers and a one-time reporting requirement for large entities and fleets. The ACT requires manufacturers who sell medium and heavy-duty vehicles to sell zero-emissions vehicles as an increasing percentage of their annual sales from 2024 to 2035. The ACT regulation covers

vehicles of weight Classes 2B through 8. This essentially impacts all vehicles heavier than 8,500 pounds. By 2035, the ACT requirements will include:

- 55% of Class 2B-3 truck sales must be zero-emission
- 75% of Class 4-8 straight truck sales must be zero-emission
- 40% of truck tractor sales must be zero-emission

ACT was adopted by CARB before ACF, and ACF's 2036 ZEV sales mandate on the manufacturers goes beyond the requirements laid out in the ACT rule. Yet, ACT is slated to impact near- and mid-term MHD electric vehicle supply given the rising ZEV sales share requirements.

Figure 1 shows the increasing percentages of ZEV sales required under the ACT regulation.

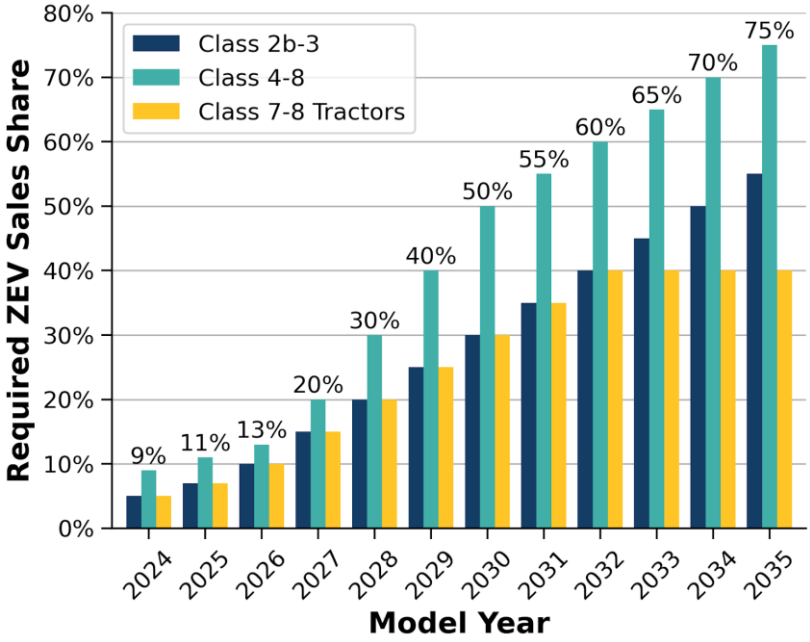



**FIGURE 1: ADVANCED CLEAN TRUCKS ZEV SALES REQUIREMENTS**

## ZERO-EMISSION FORKLIFTS

In June 2024, the California Air Resources Board (CARB) finalized and passed a regulatory measure[7] designed to promote the use of zero-emission forklifts across various fleet operations throughout the state of California. The regulation applies to Class IV and Class V forklifts (beginning in 2026), large fleets (operating 26 units or more, starting in 2028), and small fleets (starting in 2029). It applies to forklift and engine manufacturers, as well as private and public entities, including public utilities, special districts, and government agencies.

Aside from specific exemptions, starting in the aforementioned years, fleet operators will be required to gradually retire old internal combustion engine forklifts. The regulation is not expected

[7] https://ww2.arb.ca.gov/our-work/programs/zero-emission-forklifts

to drastically impact the County or City given that no or almost no large internal combustion engine forklifts operate in their fleets.

### IN-USE OFF-ROAD DIESEL-FUELED FLEETS REGULATION

The California Air Resources Board (CARB) is amending its existing regulation of In-Use Off-Road Diesel-Fueled Fleets due to the increasing importance of reducing oxides of nitrogen (NOx) emissions from off-road heavy-duty diesel vehicles. The amendment will phase out the oldest, highest-emitting off-road vehicles, will restrict the addition of Tier 3 and 4i engines, mandate the use of renewable R99 or R100 Renewable Diesel, and provide compliance flexibility for low-use vehicles and requirements to increase enforceability.[8]

### INNOVATIVE CLEAN TRANSIT (ICT) REGULATION

The California Air Resources Board (CARB) adopted the Innovative Clean Transit (ICT) regulation in December 2018. This regulation requires all public bus transit agencies in the state to gradually transition to a complete ZEB (Zero Emission Bus) fleet by 2040. ICT states that all transit agencies are required to produce ZEB rollout plans that describe how each agency is planning to achieve a full transition to ZE fleets by 2040 as well as outlining reporting and record-keeping requirements. Specific elements required in the rollout plan include:

- A full explanation of how each transit agency will transition to ZEBs by 2040 without early retirement of conventional internal combustion engine buses.
- Identification of the ZEB technology each transit agency intends to deploy.
- How each transit agency will deploy ZEBs in disadvantaged communities.
- Identification of potential funding sources.
- A training plan and schedule for ZEB operators and maintenance staff.
- Schedules for bus purchase and lease options (including fuel type, number of buses, and bus type).
- Construction of associated facilities and infrastructure (including location, type of infrastructure, and timeline)

CARB defines large transit agencies as operating in "an urbanized area with a population of at least 200,000 as last published by the Bureau of Census before December 31, 2017, and has at least 100 buses in annual maximum service." Agencies that do not meet this definition are categorized as small transit agencies.

The ICT regulation requires transit agencies to submit annual compliance reports from 2021 to 2050. The reports must include information on the agency's fleet, each bus owned or leased, ZEB mobility options, and renewable fuel usage. The first report must include data from December 31, 2017.

The total new ZEB purchase requirement for heavy-duty transit vehicles (traditional 35-ft. or 40-ft. buses unless otherwise stated) of small transit agencies is 25% for 2026-2027 and then moves to 100% for 2029 and beyond. Specific vehicle types, such as motor coaches, cutaways, double-

[8] https://ww2.arb.ca.gov/resources/fact-sheets/overview-amendments-use-road-diesel-fueled-fleets-regulation

deckers, and 60-ft. vehicles, are exempt from this purchase schedule until 2026 or later (dependent on Altoona testing being completed). Whereas large agencies are required to start purchasing ZEBs in 2023, small agencies are exempt until 2026, when 25% of new bus purchases must be zero emission.

### EV CHARGING STATION PERMIT STREAMLINING

In California, the state bills AB 1236 (2015) and AB 970 (2021) set the standards for EV charging station development in the state and what processes cities and counties need to put in place to support the efficient expansion of EV charging infrastructure across California.[9] AB 1236 was passed in 2015 and is in effect since 2017. It requires all cities and counties to provide an expedited permitting process for EV charging stations (including a streamlining ordinance and checklist).

AB 970 builds on these bills and was passed in September 2021. It has been in effect since January 2022 for large cities/counties (>200,000 population) and since January 2023 for small (<200,000) cities/counties. The bill requires cities and counties in California to limit project review for EV charging stations to health and safety requirements. It also sets specific timelines to the review period based on the size of the project, differentiating between 1-25 stations and 26 or more stations per project site. For a 1-25-station project, EV charging station applications will be deemed complete 5 business days upon receipt, unless the city or county issues a written deficiency notice detailing all changes to be made to make the application consistent with the permitting checklist. This process is visualized below in Figure 2.

[9] An overview of AB 1236 and AB 970 can be found at this link: https://static.business.ca.gov/wp-content/uploads/2021/11/EV-Charger-Permit-Streamlining-AB-1236-Fact-Sheet-Version-1.pdf

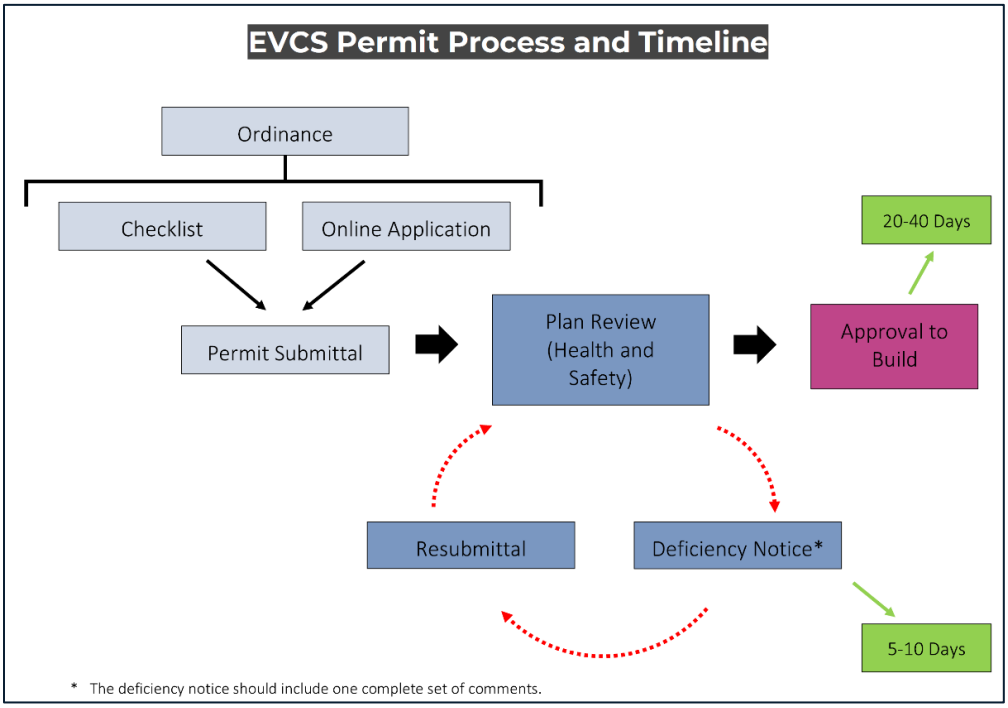



**FIGURE 2: EVCS PERMIT PROCESS AND TIMELINE IN CALIFORNIA, ACCORDING TO AB 1236 AND AB 970 SOURCE: PERMIT STREAMLINING**

The California Governor's Office of Business and Economic Development (GO-Biz) developed the Permitting Electric Vehicle Charging Stations Scorecard, based on AB 1236 and AB 970, to help California jurisdictions streamline EVCS permitting. The criteria to be considered streamlined "EVCS Permit Ready" are listed below.

- Streamlining Ordinance for Expedited EVCS Permit Process
- Permitting Checklists Online for L2 & DCFC
- Administrative Approval of EVCS
- Approval Limited to Health & Safety Review
- Electronic Signatures Accepted
- EVCS Not Subject to Association Approval
- One Complete Deficiency Notice if the Application is Incomplete

Calaveras County has completed the permit streamlining process. However, the City of Angels Camp has not completed any of the permit streamlining steps listed above. The GO-Biz ZEV Program provides a map of the permit streamlining progress in all jurisdictions in California.[10]

[10] https://business.ca.gov/industries/zero-emission-vehicles/plug-in-readiness/

## LOCAL REGULATIONS, POLICIES, AND PLANS

### CALAVERAS COUNTY CODE OF ORDINANCES

Electric vehicle charging infrastructure in Calaveras County is regulated by Title 15, Section 11 of the Calaveras County Code of Ordinances. This Chapter specifies the permitting, scope, fee, and inspection regulations for EV charging stations anywhere in the County. As of the writing of this plan, chapter 15.11 of the County Code of Ordinances was last updated in February of 2017[11], long before electric vehicles became common.

### CALAVERAS COUNTY GENERAL PLAN

The policy most relevant to fleet electrification in the County's General Plan[12] can be found in the Public Facilities & Services Element. Policy PF 3.1 states *Support the development of new energy generating technologies and facilitate the incorporation of these technologies into new development while retaining community character*. Though this policy does not specifically reference transportation decarbonization or fleets, it is subsequently referenced by Energy and Solid Waste measure PF 3B Alternative Fuel Vehicles Infrastructure and Incentives which states *Amend the zoning code to recognize and permit infrastructure necessary to support alternative fuel vehicles (e.g., charging stations) and encourage their use through the provision of incentives provided in the zoning code*. Other measures which could potentially have ramifications for charging infrastructure installation for fleets are the Siting Guidelines (PF-3E): *Adopt siting policies or guidelines addressing land use compatibility for energy and solid waste facilities*.

### CENTRAL SIERRA ZERO EMISSION VEHICLE READINESS PLAN

The Central Sierra Zero Emission Vehicle Readiness Plan[13] completed in 2019 assessed the Central Sierra Region's existing conditions with respect to EVs and charging stations, recommended siting procedures for additional charging infrastructure, and included other actions to support EV adoption. Calaveras County is one of four counties analyzed as part of this plan. Objective 4 in the plan's introduction recommends to "[s]tudy and analyze the feasibility of ZEV adoption in municipal fleets", a goal realized for the County and the City of Angels Camp through this EV Charging Infrastructure Implementation Plan.

The Central Sierra Zero Emission Vehicle Readiness Plan also recommends electrification of school buses, transit fleets, and commercial vehicles as technology increasingly allows. Lastly, the plan provided general tools for assessing fleets for EV adoption, such as evaluating the market availability of suitable EV replacement models and understanding charging times for fleet EVs.

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[11] https://library.municode.com/ca/calaveras_county/codes/code_of_ordinances?nodeId=COOR_TIT15BUCO_CH15.11ELVECHST

[12] https://planning.calaverasgov.us/General-Plan

[13] https://www.tuolumnecountytransportationcouncil.org/_files/ugd/fe950e_19a8561ed2f848b0b3332499504ae862.pdf

## CALAVERAS CONNECT SHORT-RANGE TRANSIT PLAN (2020-2025)

Calaveras Connect's most recent Short-Range Transit Plan[14] outlines public transportation services and improvements in the county for the next five years. The plan also addresses the required transition of the transit fleet to zero emissions. It highlights the importance of charging infrastructure and the need to assess the charging site and make recommendations for appropriate chargers, while considering the range and other operational needs of electric buses and available funding sources.

The plan, however, is limited to the County's transit fleet, and does thus not comment on other municipal fleet vehicles, which are addressed as part of this implementation plan.

[14] https://calacog.org/wp-content/uploads/2021/01/Calaveras_SRTP_-Final-Report-1-28-21-reduced-file-size.pdf

# 3. VEHICLE FLEET ELECTRIFICATION ANALYSIS

## BACKGROUND

This chapter documents which of Calaveras County's and Angels Camp's existing ICE-powered fleet vehicles can be replaced by battery electric vehicles (EVs) and evaluate the anticipated electrical energy needs.

## METHODOLOGY

Frontier's fleet transition analysis used existing fuel and mileage data to project energy demand for a replacement ZEV for fleet vehicles. **Table 4** below outlines standard assumptions used in the fleet transition analysis.

**TABLE 4: BASELINE ASSUMPTIONS FOR FLEET ANALYSIS**

| | | |
|---|---|---|
| BEGINNING YEAR | 2027 | |
| ENDING YEAR | 2040 | City and County staff |
| ANNUAL OPERATING DAYS | 250 | City and County staff |
| SALES TAX RATE % | 7.75% | CDTFA |
| REPLACEMENT PRIORITIZATION POLICY | Useful life, ACF | County staff |
| GHG EMISSIONS - GAL OF GASOLINE | 8,887 | grams CO2e/gal (EPA) |
| GHG EMISSIONS - GAL OF DIESEL | 10,180 | grams CO2e/gal (EPA) |
| NON-RENEWABLE PG&E MIX GHG EMISSIONS - GRAMSCO2E/KWH | 0.45359 | grams CO2e/kWh (EPA) |
| PG&E RENEWABLE MIX | 100% | PG&E |
| COST PER GALLON OF GASOLINE | $5.31 | EIA; 2022 Annual |
| COST PER GALLON OF DIESEL | $6.25 | EIA; 2022 Annual |
| PG&E AVERAGE COST OF ELECTRICITY PER KWH | $0.20 | BEV-2-S (Secondary), Off Peak rate |
| LCFS CREDIT PRICE | $64.91 | CARB |
| EV MSRP PRICE INCREASE PER YEAR | 4% | City and County staff |

| | | |
|---|---|---|
| **LICENSE/REGISTRATION** | $65reg+$29CHP+$102TIF+VLF.65% | CA DMV |
| **INSURANCE** | Self-insured | City and County staff |
| **OPERATING EXPENSES** | Fuel | |
| **EV PARITY YEAR** | 2035 | |
| **TIMELINE** | Beginning year-ending year | |
| **DEPRECIATION METHOD** | Not included | |
| **SALVAGE VALUE** | Not included | |
| **VEHICLE DWELL TIME( NON-WORKING HOURS)** | 14 hours | City and County staff |

The ZEV replacement year and daily energy demand were estimated for each vehicle using existing data from both the fleet and Frontier Energy's catalog of market ready EVs. Replaced vehicles are assumed to maintain the same activity level as the existing vehicle based on established parameters shown in **Table 4** and **Table 5**.

**TABLE 5: DUTY CYCLE PARAMETERS FOR ELECTRIFICATION**

| | |
|---|---|
| **VEHICLE CATEGORY** | Light duty, medium duty, heavy duty |
| **CONFIGURATION** | Car, Pickup, SUV, Cargo Van, Work Trucks, Flatbed, Transit Van, Box Truck, 3 Axle Truck |
| **MINIMUM RANGE** | Miles per day |
| **RANGE DEGRADATION ALLOWANCE (%)** | Additional energy required for HVAC, PTO, etc. as a percentage of maximum range |
| **DWELL TIME/CHARGING WINDOW** | Hours per day available for charging |
| **NUMBER OF SEATS** | |
| **CARGO CARRYING CAPACITY** | Lbs. |
| **TOWING CAPACITY** | Lbs. |

The team analyzed vehicles and replacements based on existing vehicle size. **Table 6** illustrates the class sizes and categories of vehicles.

**TABLE 6: CLASS SIZES AND CATEGORIES OF VEHICLES**

| GVWR (IN LBS.) | VEHICLE CLASS | CATEGORY | DESCRIPTION | SUBJECT TO ACF? |
|---|---|---|---|---|
| <6,000 | Class 1 | Light duty | Sedan, SUV, minivan | No |
| 6001-8,500 | Class 2a, e, f | Light duty | Full-size and mini pick-up | No |
| 8,501-10,000 | Class 2b, g, h | Medium duty | Crew size pick up, utility | Yes |
| 14,000 | Class 3 | Medium duty[15] | Service body, Cargo van | Yes |
| 16,000 | Class 4 | Medium duty | Step van, Crane | Yes |
| 19,500 | Class 5 | Medium duty | Bucket truck, Snowplow | Yes |
| 26,000 | Class 6 | Medium duty | Transit bus, Flatbed | Yes |
| 33,000 | Class 7 | Heavy duty | Sweeper, Water truck | Yes |
| >33,000 | Class 8 | Heavy duty | Tanker truck, Dump | Yes |

Each vehicle's ZEV Pathway was based on regulatory requirements to electrify. Vehicles exempt from regulations, surplus or offroad vehicles were excluded from this analysis. These included four fire emergency vehicles and one ATV for Angels Camp. For Calaveras County's fleet, 10 light duty vehicles were marked as surplus and 12 ATVs and four emergency vehicles.

The consultant team worked with the County and City to define "Phases" based on regulatory deadlines, expected EV cost parity, and vehicle useful life. The timeline for the replacement phases are:

- Phase 1: 2025-2028
- Phase 2: 2029-2034
- Phase 3: 2035-2040

## FLEET REPLACEMENT

### CALAVERAS COUNTY

The fleet transition plan calls for the replacement of 395 ICE vehicles, including sedans, vans, pickups, sport utility vehicles and heavy-duty tracks with EVs. Frontier modeled suitable

[15] CARB considers this class as "medium-duty." EPA considers this class as "heavy-duty."

replacement vehicles for each vehicle type or "duty cycle" for the purposes of estimating energy demand and capital expenditures.

A critical part of this project is to determine charging recommendations which includes projecting electrical loads at each facility where fleet EVs need to charge. Fuel consumption data from existing ICE fleet vehicles provides a starting point for modeling these electrical loads for EV charging which also includes factors to account for the significantly higher energy efficiency of EVs relative to ICE vehicles, and to address real-world factors affecting range degradation. In this analysis we estimated a total fleet-wide electrical demand of 9,564 kWh.

Based on the County's fleet replacement policies (e.g., expected lifespan) and existing and anticipated commercial EV availability, we assume that Calaveras County will need approximately 12 years to cycle through the existing vehicle fleet, gradually replacing each vehicle with an electric equivalent model that meets the City's needs for each asset. **Table 7** illustrates the vehicle breakdown by size and facility domicile location for the county.

**TABLE 7: CALAVERAS COUNTY FLEET VEHICLES BY FACILITY DOMICILE**

| FACILITY | ADDRESS | LD VEHICLES | MD VEHICLES | HD VEHICLES |
|---|---|---|---|---|
| AIRPORT | 3600 Carol Kennedy Dr., San Andreas | 1 | 0 | 0 |
| ANIMAL SERVICES | 901 Jeff Tuttle Drive, San Andreas | 4 | 1 | 0 |
| ARNOLD MAINTENANCE YARD | 1191 Linebaugh Rd, Arnold | 14 | 4 | 4 |
| COLOMBO | 23 E St Charles, San Andreas | 20 | 0 | 1 |
| GLENCOE | 16151 Hwy 26, Glencoe | 6 | 2 | 1 |
| HUMAN SERVICES BUILDING | 509 E St Charles St, San Andreas | 22 | 0 | 0 |
| JENNY LIND MAINTENANCE YARD | 11558 Milton Rd, Valley Springs' | 6 | 2 | 1 |
| PUBLIC HEALTH | 700 Mountain Ranch Rd | 7 | 1 | 0 |
| ROCK CREEK LANDFILL | 12021 Hunt Rd, Milton | 9 | 4 | 4 |
| GOVERNMENT CENTER | 891 Mountain Ranch Rd | 92 | 22 | 6 |
| SHERIFF'S OFFICE | 1045 Jeff Tuttle Dr, San Andreas | 134 | 3 | 1 |
| (ROTATING) | | 19 | 2 | 2 |
| TOTAL | | **334** | **41** | **20** |

**Table 8** below summarizes the County's existing internal combustion engine (ICE) vehicle fleet by duty cycle categories listed in the first column for the purpose of identification of EV equivalents for evaluating energy demands. The second column lists examples of existing ICE vehicles comprising

the fleet that will need to be replaced by comparable EVs for each duty cycle category. The "EV range" is the modeled maximum range of these vehicles after accounting for factors that impact driving range such as the use of heating or air conditioning, hills, parasitic loads like light bars, lifts, on-board computers, cargo weight, battery degradation, etc. Reducing the expected maximum range to account for these real-world conditions will ensure that sufficient charging capacity is planned.

**TABLE 8: COUNTY VEHICLE FLEET BY DUTY CYCLE**

| | EXISTING LIGHT DUTY FLEET ICE FLEET VEHICLES | EV RANGE (MILES) | EXISTING VEHICLE QUANTITY | MODELED REPLACEMENT EV |
|---|---|---|---|---|
| LIGHT DUTY SEDAN | Ford Crown Victoria<br>Ford Taurus<br>Mercury Grand Marquis<br>Pontiac Vibe<br>Pontiac Sunfire<br>Ford Fusion<br>Dodge Avenger<br>Chevrolet Impala<br>Chevrolet Cruze | 270 | 44 | Hyundai Ioniq 6 |
| LIGHT DUTY SUV | Chevrolet Suburban<br>Ford Explorer<br>Jeep Cherokee<br>Ford Excursion<br>Ford Windstar<br>Ford Expedition<br>Chevrolet Traverse<br>Chevrolet Equinox<br>Chevrolet Tahoe<br>Chevrolet Suburban<br>Dodge Durango<br>Subaru Outback<br>Toyota Land Cruiser<br>Subaru Forester<br>Ford Bronco Sport | 225 | 115 | Ford Mustang Mach-E |
| LIGHT DUTY MINIVAN | Chevrolet Astro<br>GMC Safari<br>Ford Windstar<br>Chrysler Voyager<br>Chevrolet Uplander<br>Dodge Grand Caravan<br>Toyota Sienna<br>Honda Odyssey | 250 | 14 | VW ID Buzz |
| LIGHT DUTY PICKUP | Ford F150<br>Ford Ranger<br>Chevrolet Colorado<br>Chevrolet Silverado<br>GMC Sierra<br>Ram 1500<br>Dodge Dakota | 240 | 97 | Ford F-150 Lightning |

| | EXISTING LIGHT DUTY FLEET ICE FLEET VEHICLES | EV RANGE (MILES) | EXISTING VEHICLE QUANTITY | MODELED REPLACEMENT EV |
|---|---|---|---|---|
| **MEDIUM DUTY PICKUP (CLASS 2G, 2H, AND 3)** | Ford F-250<br>Ford F-350<br>Ford E-350<br>Chevrolet K30<br>Chevrolet Military Truck<br>GMC Sierra<br>Dodge Ram<br>Chevrolet Silverado<br>Ford Transit | 350 | 77 | Ram 1500 REV |
| **HEAVY DUTY TRUCK (CLASS 4 AND 5)** | Ford F-450<br>Ford F-550 | 120 | 9 | Lightning FE4-86/129 |
| **HEAVY TRUCK (CLASS 6)** | Ford F-600<br>Ford F-650<br>Ford F-700<br>Ford F-750<br>International MR065 | 240 | 12 | Mack MD Electric |
| **HEAVY DUTY TRUCK (CLASS 7 AND 8)** | International 1854<br>International SR525<br>International 9940i<br>International Sf667<br>International L9227<br>Western Star 4900<br>Kenworth L700<br>Ford LNT8000<br>Mack Granite<br>Kenworth W900<br>Kenworth T880 | 275 | 20 | Volvo VNRe |
| **CARGO VAN** | Ford E-350 | 250 | 1 | Ford eTransit |
| **MEDIUM DUTY PASSENGER VAN** | Ford E-150<br>Ford E-350<br>Dodge Ram Wagon<br>Ford Econoline<br>Ford Transit | 120 | 6 | Lightning FE4-86/129 |
| **Total Fleet Vehicles** | | **395** | | |

Lastly, it is important to note that the vehicles shown in the "Modeled Replacement EV" column have been designated as a model for replacement of a specific duty cycle because these are EVs for which key data such as battery size, MPGe, and charging acceptance rate (maximum charging speed) are available. We are not necessarily recommending that the City procure any of these specific models—we are simply using them to model projected energy use.

As shown in **Table 9**, vehicles are distributed across a variety of departments, with the majority assigned to the Public Works and Police departments.

**TABLE 9: CALAVERAS COUNTY FLEET BREAKDOWN BY DEPARTMENT**

| DEPARTMENT | TOTAL EXISTING FLEET VEHICLES |
|---|---|
| ADMINISTRATION | 28 |
| AGRICULTURE | 9 |
| AIRPORT | 1 |
| ANIMAL SERVICES | 5 |
| ASSESSOR | 2 |
| BUILDING | 10 |
| CALMET | 1 |
| CALWORKS | 24 |
| CNEU | 2 |
| DAY REPORTING CENTER | 4 |
| DISTRICT ATTORNEY | 7 |
| ENVIRONMENTAL HEALTH | 9 |
| FACILITIES | 12 |
| HEALTH SERVICES | 7 |
| INTEGRATED WASTE MANAGEMENT | 14 |
| JAIL | 5 |
| LIBRARY SAN ANDREAS | 1 |
| MARINE SAFETY | 1 |
| MENTAL HEALTH | 23 |
| NARCOTICS SEIZURE ACCOUNT | 1 |
| OES | 3 |
| PLANNING | 1 |
| PROBATION | 8 |
| PUBLIC WORKS | 81 |
| SHERIFF OFFICE | 129 |
| SUBSTANCE ABUSE | 2 |
| TECHNOLOGY SERVICES | 3 |
| VETERAN SERVICES | 1 |
| VICTIM WITNESS | 1 |

Based on the existing fleet composition and age, each vehicle was assigned a replacement date within each phase for electrification, shown in **Table 10**.

**TABLE 10: CALAVERAS COUNTY FLEET REPLACEMENT BY PHASES**

| PHASE | LD VEHICLES | MD VEHICLES | HD VEHICLES | TOTAL |
|---|---|---|---|---|
| PHASE 1: 2025-2028 | 14 | 4 | 4 | 22 |
| PHASE 2: 2029-2034 | 163 | 11 | 10 | 184 |
| PHASE 3: 2035-2040 | 157 | 26 | 6 | 189 |
| TOTAL | **334** | **41** | **20** | **395** |

An interactive version of the data visualizations can be accessed at:
https://fleet.frontierenergy.com/calaveras-county/

Password: Calaveras County

## CITY OF ANGELS CAMP

The fleet transition plan calls for the replacement of 32 ICE vehicles, including sedans, vans, pickups, sport utility vehicles and heavy-duty trucks with EV. We have modeled suitable replacement vehicles for each vehicle type or "duty cycle" for the purposes of estimating energy demand and capital expenditures.

A critical part of this project is to determine charging recommendations which includes projecting electrical loads at each facility where fleet EVs need to charge. Fuel consumption data from existing ICE fleet vehicles provides a starting point for modeling these electrical loads for EV charging which also includes factors to account for the significantly higher energy efficiency of EVs relative to ICE vehicles, and to address real-world factors affecting range degradation. In this analysis we estimated Angels Camp's total fleet-wide electrical demand of 578 kWh per day. Angels Camp's fleet did not provide data on useful lives or replacement years for vehicles. Frontier estimated that vehicles over 10 years old would begin replacement in 2027 when ACF will take effect and Angels Camp will be required to electrify MHD vehicles. To reduce the number of vehicles needing to be replaced in 2027, the earliest model year's useful life was applied to the same model vehicles in the fleet. Based on the City's fleet replacement policies (e.g., expected lifespan) and existing and anticipated commercial EV availability, we assume that Angels Camp will need approximately 12 years to cycle through the existing vehicle fleet, gradually replacing each vehicle with an electric equivalent model that meets the City's needs for each asset. **Table 11** illustrates the vehicle breakdown by size and facility domicile location.

**TABLE 11: ANGELS CAMP FLEET VEHICLES BY FACILITY DOMICILE**

| FACILITY | ADDRESS | LD VEHICLES | MD VEHICLES | HD VEHICLES |
|---|---|---|---|---|
| Corp Yard | 200 MONTE VERDA ST. | 11 | 3 | 3 |
| Wastewater Treatment Plant | 3000 Centennial Ln. | 1 | 0 | 0 |
| Police Department | 200 Monte Verda St. A | 10 | 0 | 0 |
| Fire Department | 1404 Vallecito Rd | 3 | 1 | 0 |
| TOTAL | | **25** | **4** | **3** |

**Table 12** below summarizes Angel Camp's existing internal combustion engine (ICE) vehicle fleet by duty cycle categories listed in the first column for the purpose of identification of EV equivalents for evaluating energy demands. The second column lists examples of existing ICE vehicles comprising the fleet that will need to be replaced by comparable EVs for each duty cycle category. The "EV range" is the modeled maximum range of these vehicles after accounting for factors that impact driving range such as the use of heating or air conditioning, hills, parasitic loads like light bars, lifts, on-board computers, cargo weight, battery degradation, etc. Reducing the expected maximum range to account for these real-world conditions will ensure that sufficient charging capacity is planned.

Lastly, it is important to note that the vehicles shown in the "Modeled Replacement EV" column have been designated as a model for replacement of a specific duty cycle because these are EVs for which key data such as battery size, MPGe, and charging acceptance rate (maximum charging speed) are available. We are not necessarily recommending that the City procure any of these specific models—we are simply using them to model projected energy use.

**TABLE 12: ANGELS CAMP FLEET REPLACEMENT DUTY CYCLES**

| DUTY CYCLE | EXISTING LIGHT DUTY FLEET ICE FLEET VEHICLES | EV RANGE (MILES) | EXISTING VEHICLE QUANTITY | MODELED REPLACEMENT EV |
|---|---|---|---|---|
| LIGHT DUTY SEDAN | Dodge Charger | 270 | 2 | Hyundai Ioniq 6 |
| LIGHT DUTY SUV | Ford Explorer<br>Chevrolet Tahoe<br>Ford Interceptor | 225 | 5 | Ford Mustang Mach-E |

| | | | | |
|---|---|---|---|---|
| LIGHT DUTY PICKUP | Ford Ranger | 240 | 15 | Ford F-150 Lightning |
| | Dodge Ram | | | |
| | Chevrolet Silverado | | | |
| | Isuzu Hombre | | | |
| | GMC Canton | | | |
| | GMC Sierra | | | |
| MEDIUM DUTY PICKUP (CLASS 2G, 2H, AND 3) | Ford F-250 | 350 | 6 | Ram 1500 REV |
| | Ford F-350 | | | |
| | Chevrolet Silverado | | | |
| HEAVY DUTY TRUCK (CLASS 5) | GMC C5 | 120 | 1 | Ford Chassis Cab |
| HEAVY DUTY TRUCK (CLASS 7 AND 8) | International 4900 | 275 | 3 | Volvo VNRe |
| | International Ma015 | | | |
| | Ford F-700 | | | |
| TOTAL FLEET VEHICLES | | | 32 | |

As shown in **Table 13**, vehicles are comprised of four departments, including Public Works, Water/Wastewater, Police, and Fire.

**TABLE 13: ANGELS CAMP FLEET VEHICLES BY DEPARTMENT**

| DEPARTMENT | TOTAL EXISTING FLEET VEHICLES |
|---|---|
| PUBLIC WORKS | 7 |
| WATER/WASTEWATER | 11 |
| POLICE | 10 |
| FIRE | 4 |

Based on the existing fleet composition and age, each vehicle was assigned a replacement date within in each phase for electrification, shown in **Table 14**.

**TABLE 14: ANGELS CAMP FLEET ELECTRIFICATION BY PHASE**

| PHASE | LD VEHICLES | MD VEHICLES | HD VEHICLES | TOTAL |
|---|---|---|---|---|
| PHASE 1: 2025-2028 | 1 | 2 | 1 | 4 |
| PHASE 2: 2029-2034 | 13 | 2 | 2 | 17 |
| PHASE 3: 2035-2040 | 11 | 0 | 0 | 11 |
| TOTAL | **25** | **4** | **3** | **32** |

An interactive version of the data visualizations can be accessed at: https://fleet.frontierenergy.com/angels-camp/

Password: Angels Camp

# 4. FLEET CHARGING RECOMMENDATIONS

The purpose of this chapter is to provide high-level recommendations on the suitable quantity and types of fleet chargers at each of Calaveras County's and the City of Angels Camp's fleet facilities. These recommendations are based on careful evaluation of the two jurisdictions' current vehicle fleets and their utilization, and the potential to gradually replace existing assets with electric vehicles (EVs), as described in Chapter 3.

## INTRODUCTION

To determine an optimal charging strategy for both Calaveras County's and the City of Angels Camp's future electric fleets, the project team assessed the projected vehicle energy needs and typical daily dwell times available for charging.

This included a vehicle-by-vehicle analysis for each County and City facility where fleet vehicles domicile to ensure that the energy demand of each fleet EV can be met by providing sufficient charging capacity. Chargers with different power output types (AC/DC) and power levels (kW) were considered. An overview of different types of EV charging stations and their typical use cases is provided in the following section.

## CHARGING STATION TYPES

### LEVEL 1 CHARGING

Level 1 EVSE provides charging through a standard three-pronged 120-volt (V) AC house plug with a J1772[16] standard vehicle connector and requires a dedicated branch circuit. Most, if not all, EVs come with a Level 1 EVSE cord set. Level 1 is usually used for charging when there is only a 120V outlet available, typically seen in most single-family residential homes.

The main advantage of Level 1 EVSE is that it requires no additional infrastructure or investment, while the main disadvantage is that it is slow compared to other options.

Level 1 charging is a relatively low-cost way to provide low-speed charging for small numbers of underutilized vehicles with longer parking times. However, due to slow charging speeds, lack of load management flexibility, and no data collection, it is not recommended for charging either fleet

### LEVEL 2 CHARGING

Level 2 EVSE offers charging through 240V (typical in residential applications) or 208V (typical in commercial applications) AC plugs with a dedicated electrical circuit and use the same vehicle connector as Level 1 equipment. Depending on the vehicle's battery type, acceptance rate[17], and

[16] J1772, also known as a J plug, is the North American standard for electrical connectors for electric vehicles maintained by SAE International

[17] EVs have on-board chargers that convert alternating current delivered by a charger to direct current to recharge the vehicle's battery pack. These on-board chargers have a maximum acceptance rate that determines how fast a battery can accept electricity while recharging. Higher acceptance rate indicates faster battery charging capabilities.

the charger's circuit capacity and configuration, Level 2 charging typically adds about 10-25 miles of range per hour of charge time.

Because a Level 2 EVSE can easily charge a typical EV battery within only a few hours, it is the typical installation for fleet and workplace chargers and other commercial applications. Most fleet vehicles travel fewer than 30 miles a day, so Level 2 EVSE could re-charge a typical LD fleet vehicle's battery in approximately 1-2 hours. For fleet domicile locations with multiple electric vehicles, these chargers could potentially be shared by more than one vehicle to optimize charger utilization.

Level 2 EVSE is available at a range of price points, from the relatively low speed (3.8-7.7kW) entry-level AmazingE "dumb" chargers from ClipperCreek, to relatively fast (19.2 kW) hard-wired connected or "smart chargers", such as Blink's IQ 200. High-end smart chargers typically use WiFi or cellular connections to transmit and track charging and financial data. The advantages of "dumb chargers" (earliest model of vehicle chargers that do not have advanced capabilities) are their low cost, simplicity, and reliability. The advantages of higher cost smart chargers include faster charging and the ability to manage and share power loads, schedule charging at certain times-of-use for lower electric rates and monitor charging data through online dashboards and smartphone apps.

Level 2 charging is typically the most appropriate way to provide medium-speed charging for fleet vehicles or workplace charging with moderate parking dwell times.

### DC FAST CHARGING

DCFC (480V input to the EVSE) enables rapid charging. A 50 kW DCFC, until recently, the most common public fast chargers, adds 60-80 miles of range to a light duty vehicle in as little as 20 minutes.

High-powered chargers are high amperage DCFC (150-350 kW or more) that are the fastest and most expensive type of EVSE. Tesla, EVgo and Electrify America all deploy these in their public charging networks; they can provide 75 miles of charge in about 10 minutes. However, actual charging speeds are limited by each vehicle's acceptance rate.

As shown below in Figure 3, lower cost EVs such as the older Nissan Leaf and Chevrolet Bolts can charge no faster than 50kW. Newer and higher end EVs can charge more quickly with 800V charging becoming more common, allowing mid-priced EVs like the Hyundai IONIQ 5 and Kia EV6 to charge at 240kW.

Acceptance rates will likely improve in the future as more high-power chargers are deployed and more EVs enter the market[18]. Also, now that Tesla is allowing most other EV manufacturers access to its Supercharger network, the North American Charging Standard (aka NACS or SAE J3400) provides an incentive for faster acceptance rates.

[18] https://insideevs.com/news/348233/electric-car-dc-fast-charging-comparison/

## EV Battery Charging Times

| EV Vehicles | Battery Capacity (kW-h) | Acceptance Rate in kW | | Time Required for Optimum (80%) Battery Charged Based on Charger Loads (h) | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | Level 1 Chargers | | Level 2 Chargers | | | | | | DCFC Chargers | | | | |
| | | AC | DC | 1.4[1] | 1.9[1] | 3.6 | 6.6 | 7.2 | 9.6 | 12 | 19.2 | 50 | 100 | 150 | 175 | 250 |
| Nissan Leaf | 62 | 6.6 | 150 | 35.4 | 26.1 | 13.8 | 7.5 | 7.5 | 7.5 | 7.5 | 7.5 | 1.0 | 0.5 | 0.3 | N/A | N/A |
| Chevrolet Bolt | 66 | 7.2 | 50 | 37.8 | 27.8 | 14.7 | 10.9 | 7.4 | 7.4 | 7.4 | 7.4 | 1.1 | N/A | N/A | N/A | N/A |
| Lordstown Endurance | 109 | 11 | 150 | 62.3 | 45.9 | 24.2 | 13.2 | 12.1 | 9.1 | 9.1 | 9.1 | 1.8 | 0.9 | 0.6 | N/A | N/A |
| Tesla Model X/S | 100 | 11.5-17.5 | 250 | 57.1 | 42.1 | 22.2 | 12.1 | 11.1 | 8.3 | 4.7 | 4.7 | 1.6 | 0.8 | 0.5 | 0.5 | 0.3 |
| Tesla Model Y | 75 | 11.5 | 250 | 42.9 | 31.6 | 16.7 | 9.1 | 8.3 | 6.3 | 5.2 | 5.2 | 1.2 | 0.6 | 0.4 | 0.3 | 0.2 |
| Ford Mach-E | 98.8 | 10.5 | 150 | 56.5 | 41.6 | 22.0 | 12.0 | 11.0 | 8.2 | 7.5 | 7.5 | 1.6 | 0.8 | 0.5[2] | N/A | N/A |
| Ford E-Transit | 67 | 11.3 | 100 | 38.3 | 28.3 | 14.9 | 8.2 | 7.5 | 5.6 | 4.7 | 4.7 | 1.1 | 0.6 | N/A | N/A | N/A |
| Nissan Ariya | 65 | 7.2 | 130 | 37.2 | 27.4 | 14.4 | 7.9 | 7.2 | 7.2 | 7.2 | 7.2 | 1.0 | 0.5 | 0.4 | N/A | N/A |
| Volkswagen ID4 | 62 | 11 | 150 | 35.4 | 26.1 | 13.8 | 7.5 | 6.9 | 5.2 | 4.5 | 4.5 | 1.0 | 0.5 | 0.3 | N/A | N/A |
| Ford F-150 Lightning | 115 | 11.3 | 150 | 66.0 | 48.4 | 25.6 | 13.9 | 12.8 | 9.6 | 8.1 | 8.1 | 1.8 | 0.9 | 0.6 | N/A | N/A |
| Hyundai Ioniq 5 | 58 | 10.9 | 350 | 33.0 | 24.4 | 12.9 | 7.0 | 6.4 | 4.8 | 4.3 | 4.3 | 0.9 | 0.5 | 0.3 | 0.3 | 0.2 |

*1:* Level 1 chargers include 16A (1.4kW) and 20A (1.9kW) breaker ampacity.

*2:* The base Select Ford Mustang Mach-E modal is capable of up to 115 kW of fast-charging capability, while all other Mustang Mach-E models will go to 150 kW.

**00.0** = kW

**FIGURE 3: CHARGING SPEEDS FOR COMMON FLEET VEHICLES DEPENDING ON CHARGER TYPE**

## SELECTION OF MOST SUITABLE CHARGING STRATEGY

### OVERVIEW OF ALTERNATIVES

In principle, two alternative approaches of charging fleet EVs were considered:

1. *Dedicated* strategy with one Level 2 charging port assigned to each fleet EV combined with central load management
2. *Shared* strategy with Level 2 chargers shared between multiple fleet EVs with smart charging software

Conceptually, the simplest way to charge an EV fleet is with a dedicated charger assigned to each EV, so that every EV can charge overnight in an assigned parking stall equipped with its own port. This strategy made sense for early EV models with limited driving range due to small batteries driven during the day and parked overnight, providing ample parking time (also known as *dwell*) time for battery charging using low speed chargers. However, since most public agency fleet vehicles drive relatively few miles per day compared to their existing or anticipated battery capacity, dedicated chargers are not typically necessary. The County's fleet vehicles drive an average of 33 miles per day, while the City's fleet vehicles only average about 21 miles per day. Depending on the site and vehicle type, the average daily required energy for each EV is projected to be only 5-45 kWh per day. These energy needs could be comfortably met by recharging each EV every few nights or using other available time windows for opportunity charging (i.e., charging at a time and place that is convenient rather than a fixed time and place).

More details (operational workings, benefits, and disadvantages) on the potential charging strategies are provided in **Appendix C.** Both strategies were evaluated, resulting in the quantities of chargers recommended by type and charging speed. The results were assessed by the project team with regard to the suitability to support the jurisdiction's fleet transition to EVs.

### SHARED LEVEL 2 BASELOAD CHARGING

Based on a detailed assessment of the County's and City's fleets, a shared charging strategy is recommended for both jurisdictions using Level 2 chargers shared between multiple fleet EVs to cover the fleets' baseload charging needs. Reasons including resource efficiency and cost savings for this recommendation are explained below.

In a charging strategy with chargers dedicated to individual fleet EVs, each fleet EV has its own charging plug, which is neither the most cost-effective nor resource-efficient approach. Additionally, installing numerous extra chargers would result in construction impacts at all parking stalls used by fleet vehicles. Lastly, the two fleet's energy needs, as modeled in a previous project phase, are relatively small, allowing for the use of a fewer number of chargers shared between multiple fleet EVs.

Additionally, DKS has learned through multiple fleet electrification planning and design projects that dedicated chargers are typically 50-250%[19] more expensive to deploy than shared chargers, given the common need for electrical service upgrades. In the long run, the fleet charging demand in some locations will necessitate the installation of multiple Level 2 chargers which are likely to exceed the existing electrical capacity at the panel level. The more chargers installed at each location, the larger the electrical service resulting in more expensive electrical upgrades comprised of new panels, switchboards, and/or transformers. Additionally, larger upgrades substantially delay the process of providing charging near-term infrastructure for new fleet EVs given frequent delays e.g. in the provision of utility-side transformers and other long-lead equipment.

Figure 4 below shows typical charging durations for example EV models (Nissan Leaf and Ford F-150 Lightning). The charging times refer to charging sessions during which the EV's battery gets replenished from 10% to 90% SOC. Few EVs in the County and City fleets will require such a session on a typical day. Hence, each Level 2 charger to be installed County and City facilities could be shared among multiple fleet EVs, each of which would get a full recharge every few nights as shown in Figure 5.

Furthermore, Figure 4 demonstrates that for some EV models, a limited AC charging power acceptance rate may not justify the need for a charging station with higher power outputs. For example, a Nissan Leaf's acceptance rate is limited to only 6.6 kW, hence the charging time on a 11.5-kW charger is the same as on a 6.6-kW charger. For the two jurisdictions' fleets, given the typical daily mileage and common EV models' AC acceptance rates, low and medium-output

[19] The lower end of that range would apply for facilities at which no major electrical system upgrades would be needed for fleet charging. The higher end of that range applies when upgrades such as larger transformers, switchboards, or electrical panels are necessary. Electrical upgrades can be substantially more expensive to support dedicated chargers for each fleet EV than when sharing chargers between EVs, as recommended in this plan.

chargers (6.6-11.5 kW provided at each port) will be sufficient to meet these fleets' charging needs[20]. Such chargers can recharge a light-duty EV battery from 10% to 90% state-of-charge within 5-12 hours.

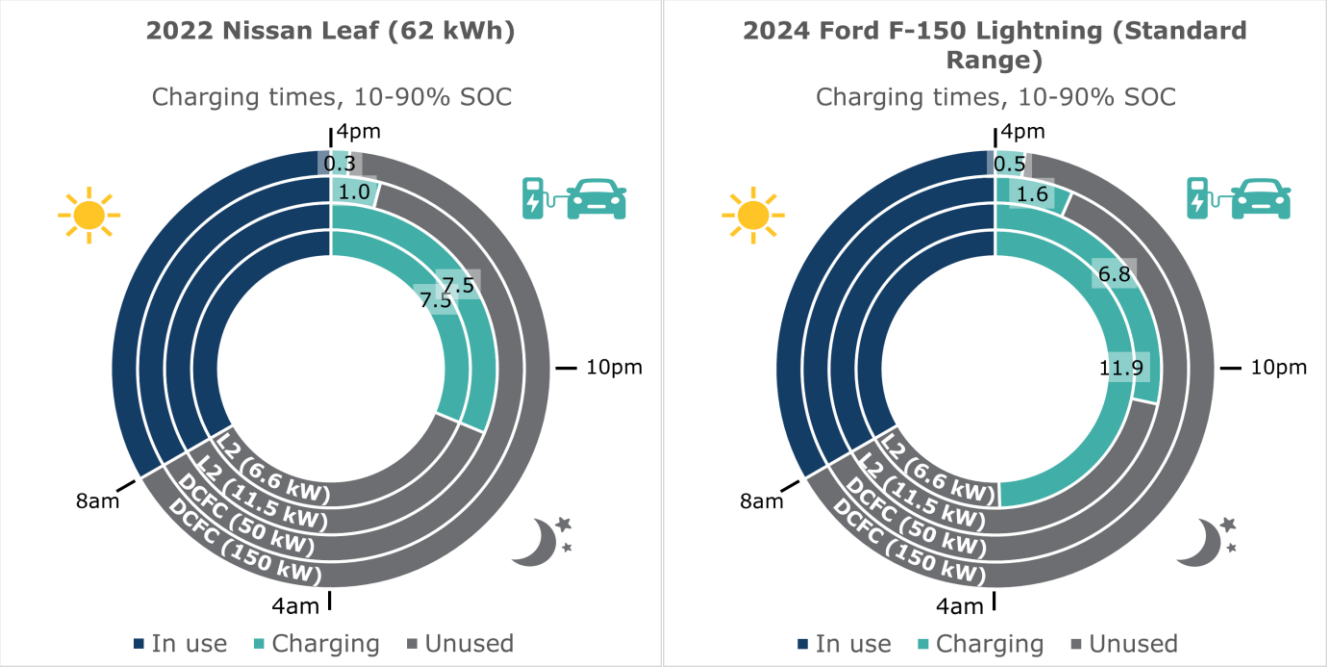



**FIGURE 4: EXEMPLARY CHARGING TIMES FOR TYPICAL FLEET EVS ON LEVEL 2 AND DC FAST CHARGING STATIONS OF DIFFERENT POWER OUTPUTS.**

| Week | Vehicles... | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|---|---|
| 1 | ...charging (at night) | | | | | | | |
| | ...in operation | | | | | | | |
| 2 | ...charging (at night) | | | | | | | |
| | ...in operation | | | | | | | |
| 3 | ...charging (at night) | | | | | | | |
| | ...in operation | | | | | | | |
| 4 | ...charging (at night) | | | | | | | |
| | ...in operation | | | | | | | |
| 5 | ...charging (at night) | | | | | | | |
| | ...in operation | | | | | | | |

**FIGURE 5: POTENTIAL CHARGING SCHEDULE ROTATING DIFFERENT FLEET EVS ON THE SAME CHARGER ACROSS MULTIPLE DAYS OR NIGHTS.**

[20] Of the currently available surrogate EVs used to model the two fleets' energy needs, only the Ford F-150 Lightning accepts AC power higher than 11.5 kW. The existing Ford F-150 pickup trucks (and similar pickups, such as the Chevy Silverado) in Calaveras County's fleet drive an average of about 30 miles per day, which would require a 2-hour charging session on an 11.5-kW charger per day or about 10 hours of overnight charging once per week. Hence, high-output Level 2 chargers (19.2 kW) are not warranted and would represent an overbuild for the two fleets.

Lastly, the utilization of shared chargers also facilitates the use of fleet chargers by employees to charge their personal EVs, providing "workplace charging". If desired, managed "smart" chargers and their associated software could distinguish between fleet EVs and personally-owned EVs in charging sessions, e.g. through the use of RFID cards in each fleet EV and issued to employees for use with their personal EVs. This way, employees are not bound to specific, dedicated charging stations and parking stalls.

For these reasons, it is not recommended for Calaveras County or the City of Angels Camp to provide one charging port for every fleet EV and instead share chargers among multiple EVs.

### SUPPLEMENTAL DC FAST CHARGERS

In addition to shared Level 2 chargers to cover typical daily energy needs, the project team recommends installation of a few direct current fast charging (DCFC) stations at various County and City facilities to provide operational convenience, flexibility, and redundancy to in addition to AC Level 2 chargers. The concept, typical use cases, benefits, and disadvantages of supplemental DCFCs are further explained in **Appendix C**.

## OVERVIEW OF CHARGER RECOMMENDATIONS

Based on careful analysis of the fleet utilization data and projected daily energy demands, a number of dual-port AC Level 2 charging stations are recommended for shared use by both fleets' EVs for overnight charging. Each dual-port station may be either one charger unit with two ports or two units with one port each; the latter would be mounted on a dual-mount pedestal and require the same amount of space as the former. While a single unit may be ideal, not all manufacturers offer this configuration. As previously discussed, low-output (6.6-7.7 kW provided at each port) and medium-output (9.6-11.5 kW at each port) charging stations would be sufficient to meet the charging needs. As previously discussed, such chargers can recharge an empty light-duty EV battery from 10% to 90% state-of-charge within 5-12 hours and far more quickly for a typical partly charged battery meaning these are well-suited for overnight charging when the fleet EV is typically parked at a County or City-owned fleet facility. Dual-port chargers should be placed between two parking stalls so that two EVs can access both cords and charge simultaneously.

For the heavy-duty (Class 7 and 8) components in the County's and City's fleet, some EV models currently on the market lack an onboard AC-to-DC converter and thus cannot be charged on a traditional AC Level 2 charging station. Hence, for these vehicles, low/moderate-output DC chargers (also known as Level 2 DC or DC Slow Chargers) with a power rating of up to 22.5 kW are recommended for overnight charging of a heavy-duty EV's battery. This is the most cost-effective way to charge heavy-duty EVs lacking an onboard AC-to-DC converter when the daily mileage is moderate, and the nighttime is available as a reliable charging window. This is due to the low procurement and installation costs of these chargers and supporting electrical infrastructure compared to DCFC stations and the potential to avoid or mitigate utility demand or subscription

charges that are based on the peak power demand. Examples of suitable products meeting these needs include ABB's Terra DC Wallbox[21] or Wallbox's Quasar II[22].

These "baseload" chargers should be supplemented by one or two dual-port 150 kW[23] high-speed DCFC stations installed at select, large fleet facilities as detailed in the following sections. It should be noted that these DCFC stations are not necessary to cover the County's or City's fleet's typical charging demand. Instead, they are intended to supplement AC Level 2 chargers and should be used in the following situations:

- When drivers or fleet operators forgot to plug-in an EV for overnight charging when it needed to be recharged.
- When unexpectedly high driving demand warrants the need for a quick recharge to reinstate an EV's availability for duties.

*Not using* the supplemental fleet DCFC stations should be the norm for typical daily charging operations, ensuring availability of these expensive assets when they are needed the most. To reduce capital expenditure, the County and City could also consider omitting installing a DCFC station at one or the other location. The geographic distance between facilities and the current lack of public DCFC stations in the vicinity of these locations should be considered for this decision.

## FLEET CHARGER RECOMMENDATIONS FOR CALAVERAS COUNTY

The recommended charging station quantities by type for Calaveras County's fleet are shown in **Table 15** below. A total of 83 charging stations of varying types providing access to 152 charging ports are recommended across the County's facilities. Of these, 59 dual-port AC Level 2 charging stations are recommended for shared use by the fleet for overnight charging across the County's facilities, providing access to 118 EVs charging simultaneously. Of these AC Level 2 stations, 20 charging stations (40 charging ports) should be capable of providing 6.6 kW (low-output) and 39 charging stations (78 charging ports) should be rated at up to 11.5 kW (medium-output). The distinction allows for an optimization of public investment by avoiding additional electrical service upgrade costs that would be necessary if all Level 2 stations were medium-output. Additionally, five 11.5-kW single-port and nine 22.5-kW single-port DC chargers are recommended for overnight charging of heavy-duty EVs lacking onboard AC-to-DC converters.

The Government Center (San Andreas Road Yard & Equipment Service Center) and Sheriff's Office would install the most chargers of all the facilities where the County fleet vehicles domicile. These are also the two facilities at which dual-port high-powered DC fast charging stations with a power output of 150 kW at each port are recommended for occasionally achieving a full state-of-charge quickly when needed. Of the three dual-port DCFC stations recommended at the Government Center, one should be reserved for or assigned to heavy-duty dump trucks to cover any urgent charging needs these heavy-duty EVs may have due to their unique operational requirements. At

[21] https://new.abb.com/ev-charging/terra-dc-wallbox

[22] https://wallbox.com/en_us/quasar2-dc-charger

[23] One dispenser capable of delivering 150 kW through each plug simultaneously. This may require a separate standalone 300 kW DC power cabinet, either near the dispenser or the power source.

the Sheriff's Office, four dual-port DCFC stations are recommended to ensure the charging needs of mission-critical EVs based there are met.

At three locations – the Arnold Maintenance Yard, Rock Creek Landfill, and the Government Center – dual-port DCFC stations rated at 50 kW per port are recommended due to the assignment of multiple heavy-duty dump trucks with substantial utilization. These 50-kW chargers can be used to recharge future electric dump trucks overnight after days on when their battery depleted entirely. For typical operations, the low/moderate-output DC chargers (at 11.5 or 22.5 kW) are sufficient to recharge a partially depleted battery every one or two nights by rotating different trucks through the same charger. No high-powered 150-kW DC fast chargers are recommended at Rock Creek Landfill and Arnold Maintenance Yard as dump trucks have at least a couple of hours of dwell time every day for charging.

Most vehicles in the County's Administration Department are marked as "rotating". Three low-output Level 2 charging stations and one 11.5-kW DC charger are recommended to address these EVs charging needs. These chargers should be installed at these EVs' respective parking locations or in the parking stalls closer to the electrical room.

**Table 15** also shows how many fleet EVs will, on average, share access to one charging port at each facility. This number ranges from 1 up to 4.2 EVs per port. The smaller the per-EV projected energy demand is, the greater the number of EVs generally sharing a charging port by charging in subsequent nights on the same port. For Calaveras County's fleet as a whole, about 2-3 EVs should share access to each charging port on average. This is also the case at the two facilities with the greatest number of fleet vehicles, the Government Center and Sheriff's Office.

Lastly, **Table 15** also lists the total connected electrical load that would result from the recommended chargers. The greater the number of chargers, the higher the proposed connected load and the more system upgrades needed to meet that demand. The proposed connected load refers to the total power output of all recommended charging stations. It is provided both in kW (referring to the raw sum of all chargers' power outputs) and kVA (kW/0.8, accounting for a power factor of 80% providing a margin of safety, and referring to the capacity needed to be provided by the electrical service). The main electrical infrastructure to be sized per the National Electrical Code (NEC) is the proposed connected loads listed in the rightmost column.

**TABLE 15: RECOMMENDED CHARGING STATIONS FOR CALAVERAS COUNTY**

| SITE | ADDRESS | NO. OF FLEET VEHICLES | | | | RECOMMENDED CHARGING STATIONS | | | | | | | EVs PER CHARGING PLUG | PROPOSED CONNECTED LOAD | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | LD | MD | HD | TOTAL | DUAL-PLUG L2 (2x6.6 KW) | DUAL-PLUG L2 (2x11.5 KW) | SINGLE-PLUG DC (11.5 KW) | SINGLE-PLUG DC (22.5 KW) | DUAL-PLUG DCFC (2x50 KW) | DUAL-PLUG DCFC (2x150 KW) | TOTAL CHARGING PLUGS | | [KW] | [KVA] |
| **AIRPORT** | 3600 Carol Kennedy Dr., San Andreas | 1 | - | - | **1** | 1 | - | - | - | - | - | **2** | 1.0 | 13.2 | 16.5 |
| **ANIMAL SERVICES** | 901 Jeff Tuttle Drive, San Andreas | 4 | 1 | - | **5** | - | 2 | - | - | - | - | **4** | 1.3 | 46.0 | 57.5 |
| **ARNOLD MAINTENANCE YARD** | 1191 Linebaugh Rd, Arnold | 14 | 4 | 4 | **22** | - | 3 | 2 | - | 1 | - | **10** | 2.2 | 192.0 | 240.0 |
| **COLOMBO** | 23 E St Charles, San Andreas | 20 | - | 1 | **21** | 2 | - | 1 | - | - | - | **5** | 4.2 | 37.9 | 47.4 |
| **GLENCOE** | 16151 Hwy 26, Glencoe | 6 | 2 | 1 | **9** | 2 | - | 1 | - | - | - | **5** | 1.8 | 37.9 | 47.4 |
| **HUMAN SERVICES BUILDING** | 509 E St Charles St, San Andreas | 22 | - | - | **22** | 3 | - | - | - | - | - | **6** | 3.7 | 39.6 | 49.5 |
| **JENNY LIND MAINTENANCE YARD** | 11558 Milton Rd, Valley Springs | 6 | 2 | 1 | **9** | - | 2 | - | 1 | - | - | **5** | 1.8 | 68.5 | 85.6 |
| **PUBLIC HEALTH** | 700 Mountain Ranch Rd | 7 | 1 | - | **8** | 1 | - | - | - | - | - | **2** | 4.0 | 13.2 | 16.5 |
| **ROCK CREEK LANDFILL** | 12021 Hunt Rd, Milton | 9 | 4 | 4 | **17** | 1 | 1 | - | 2 | 1 | - | **8** | 2.1 | 181.2 | 226.5 |

| SITE | ADDRESS | NO. OF FLEET VEHICLES | | | | RECOMMENDED CHARGING STATIONS | | | | | | | EVs PER CHARGING PLUG | PROPOSED CONNECTED LOAD | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | LD | MD | HD | TOTAL | DUAL-PLUG L2 (2x6.6 KW) | DUAL-PLUG L2 (2x11.5 KW) | SINGLE-PLUG DC (11.5 KW) | SINGLE-PLUG DC (22.5 KW) | DUAL-PLUG DCFC (2x50 KW) | DUAL-PLUG DCFC (2x150 KW) | TOTAL CHARGING PLUGS | | [KW] | [KVA] |
| **GOVERNMENT CENTER** | 891 Mountain Ranch Road, San Andreas | 92 | 22 | 6 | **120** | 7 | 11 | - | 5 | 1 | 3 | **49** | 2.4 | 1457.9 | 1822.4 |
| **SHERIFF'S OFFICE** | 1045 Jeff Tuttle Dr, San Andreas | 134 | 3 | 1 | **138** | - | 20 | - | 1 | - | 4 | **49** | 2.8 | 1682.5 | 2103.1 |
| ***(ROTATING)*** | | 19 | 2 | 2 | **23** | 3 | - | 1 | - | - | - | **7** | 3.3 | 51.1 | 63.9 |
| **TOTAL (STATIONS)** | | **334** | **41** | **20** | **395** | **20** | **39** | **5** | **9** | **3** | **7** | **83** | **2.6** | **3,821** | **4,776** |
| **TOTAL (CHARGING PLUGS)** | | | | | | **40** | **78** | **5** | **9** | **6** | **14** | **152** | | | |

## FLEET CHARGER RECOMMENDATIONS FOR CITY OF ANGELS CAMP

The recommended charging station quantities by type for the City of Angels Camp's fleet are shown in **Table 16** below. A total of 10 charging stations of varying types providing access to 19 charging ports are recommended across the City's facilities. Of these, 7 dual-port AC Level 2 charging stations are recommended for shared use by the fleet across the City's facilities for overnight charging, providing charging for up to 14 EVs simultaneously. Of these, 3 charging stations (6 charging ports) should be providing 6.6 kW (low-output) and 4 charging stations (8 ports) should be rated at up to 11.5 kW (medium-output). The distinction allows for an optimization of public investment by avoiding additional electrical service upgrade costs that would be necessary if all Level 2 stations were medium-output. Additionally, at the Corp Yard, one 11.5-kW single-port DC charger is recommended for overnight charging of heavy-duty bucket and dump trucks.

Most chargers will be installed at 200 Monte Verda St. (Police Department, City Hall, and Corp Yard). There, two dual-port high-powered DC fast charging stations with a power output of 150 kW at each port are recommended for occasional topping off EVs when needed.

**Table 16** also shows how many EVs will, on average, share access to a charging port at each facility. This number ranges from 1 up to 4.3 EVs per port. The smaller the per-vehicle projected energy demand is, the more EVs can generally share a charging port by charging during subsequent nights on the same port. For the City's fleet as a whole, about 1-2 EVs should share access to each charging port on average.

Lastly, **Table 16** also lists the total connected load resulting from the recommended chargers. The greater the quantity of chargers, the higher the proposed connected load and the more challenging it would be to meet that demand. The proposed connected load refers to the total power output of all recommended charging stations. It is provided both in kW (referring to the raw sum of all chargers' power outputs) and kVA (kW/0.8, accounting for a power factor of 80% providing a margin of safety, and referring to the capacity needed to be provided by the electrical service).

**TABLE 16: RECOMMENDED CHARGING STATIONS FOR THE CITY OF ANGELS CAMP**

| SITE | ADDRESS | NO. OF FLEET VEHICLES | | | | RECOMMENDED CHARGING STATIONS | | | | | | | EVs PER CHARGING PLUG | PROPOSED CONNECTED LOAD | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | LD | MD | HD | TOTAL | DUAL-PLUG L2 (2x6.6 KW) | DUAL-PLUG L2 (2x11 KW) | SINGLE-PLUG DC (11.5 KW) | SINGLE-PLUG DC (22.5 KW) | DUAL-PLUG DCFC (2x50 KW) | DUAL-PLUG DCFC (2x150 KW) | TOTAL CHARGING PLUGS | | [KW] | [KVA] |
| CORP YARD | 200 Monte Verda St. | 11 | 3 | 3 | **7** | 2 | - | 1 | - | - | 1 | **7** | 2.4 | 337.9 | 422.4 |
| POLICE DEPARTMENT | | 10 | - | - | **10** | - | 3 | - | - | - | 1 | **8** | 1.3 | 369.0 | 461.3 |
| WASTEWATER TREATMENT PLANT | 300 Centennial Ln. | 1 | - | - | **1** | 2 | - | - | - | - | - | **2** | 1.0 | 13.2 | 16.5 |
| FIRE DEPARTMENT | 1404 Vallecito Rd. | 3 | 1 | - | **4** | - | 1 | - | - | - | - | **2** | 2.0 | 23.0 | 28.8 |
| **TOTAL (STATIONS)** | | **25** | **4** | **3** | **32** | **3** | **4** | **1** | **-** | **-** | **2** | **10** | **1.7** | **743.1** | **928.9** |
| **TOTAL (CHARGING PLUGS)** | | | | | | **6** | **8** | **1** | **-** | **-** | **4** | **19** | | | |

# 5. CHARGING INFRASTRUCTURE PRIORITIZATION

In its first section, this chapter addresses the considerations made to prioritize a limited number of County and City sites for in-depth assessments of electrical infrastructure to provide detailed recommendations on suitable fleet (and public[24]) EV charging infrastructure. The findings of these site assessments, including conceptual layout plans of future EV chargers at these locations and estimates of both capital and operational costs, will be provided in a subsequent section of this chapter.

## PRIORITIZATION PROCESS

### OVERVIEW

**Table 17** below lists criteria considered in the selection of County and City fleet domicile sites for prioritized assessment for fleet EV charging infrastructure. The project team identified the relevant criteria that the County and City should apply to narrow down possible choices to a total of four sites for in-depth assessments for fleet EV charging infrastructure. Representatives of both the County and City provided a relative weighting (high/medium/low) for each of the selection criteria. For 4 of the 12 listed criteria, County and City staff assigned the same importance[25]. For 5 criteria, the City assigned a higher importance than the County[26]. For another 2 criteria, the County assigned a higher importance than the City[27]. For one criterion, the project team did not receive an assigned importance by the City ($CO_2$ emission reduction potential).

Overall, County and City staff agree that facility ownership status, i.e. the question whether a particular facility is leased or owned, is an important determinant of their ability to exert control over the site and facilitate the installation of fleet charging infrastructure. Both County and City staff also put a high emphasis on equity (environmental and social) and hence would like to prioritize EV charging infrastructure installation in disadvantaged and historically underserved areas.

A difference in the County's and City's assessment of the relative importance of different criteria could be seen in the extent to which they would like the number of vehicles covered by ACF (Class 2B and higher) versus not covered by ACF (Class 2A and lower) to inform which sites to prioritize. The County assigns "medium" importance to using the number of vehicles not covered by ACF as a

[24] In the case of the City of Angels Camp's Utica Park

[25] Criteria with the same importance assigned: Facility ownership status (high), Number of non-fleet parking spaces (low), Criteria air pollutant reduction potential (low), Equity (social and environmental) (high)

[26] Criteria with higher importance assigned by the City than by the County: Electricity demand for future EVs, EV replacement model availability, Proximity to public charging stations, Number of vehicles of Class 2B and higher (affected by ACF), Vehicle age

[27] Criteria with higher importance assigned by the County than by the City: Number of fleet parking spaces, Number of vehicles of Class 2A and under (not affected by ACF)

site selection determinant and a "low" importance to vehicles covered by ACF. The opposite weighting was done by the City. Relatively speaking, the County and City have the same share of Class 2B and higher vehicles in their respective fleets[28]. Some level of subjectivity in the assignment of these relative importance cannot be avoided and hence it should **not** be inferred that the City is more concerned with compliance with the ACF regulation than the County. Ultimately, as explained further below, the County selected parts of its San Andreas Road Yard & Equipment Service Center (Government Center) as a prioritized site, which domiciles about half of the County's medium- and heavy-duty fleet vehicles.

[28] County: 124 of 395 (31%). City: 10 of 32 (also 31%).

**TABLE 17: PRIORITIZATION CRITERIA APPLIED TO COUNTY AND CITY FACILITIES FOR FLEET EV CHARGING INFRASTRUCTURE ASSESSMENTS**

| | Criterion | Data needs | Comment | Priority (low/medium/high) | |
|---|---|---|---|---|---|
| | | | | Calaveras County (Marcos Munoz) | City of Angels Camp (Rebecca Callen) |
| **Ease or speed of implementation** | **Facility ownership status** | Leased/owned | Prioritize sites owned by the County/City | High | High |
| | **Electricity demand for future EVs** | Class, make, model for each fleet vehicle | Prioritize sites with lower projected electricity demand (easier and faster deployment) | Medium | High |
| | **EV replacement model availability** | Class, make, model for each fleet vehicle | Prioritize sites with vehicles that have suitable EV replacement models on the market | Low | Medium |
| | **Number of fleet parking spaces** | Fleet parking spaces by facility | Probably not very important unless any existing facility has too few parking spaces | High | Low |
| | **Number of non-fleet parking spaces** | Fleet parking spaces by facility | Probably not very important unless any existing facility has too few parking spaces | Low | Low |
| | **Proximity to public charging stations** | AFDC | Prioritize sites close to public charging stations (which can serve as backup for fleet chargers) | Low | High |
| **Related to vehicle counts** | **Number of vehicles of Class 2A and under (not affected by ACF)** | Vehicle class for each fleet vehicle | Prioritize sites with more vehicles | Medium | Low |
| | **Number of vehicles of Class 2B and higher (affected by ACF)** | Vehicle class for each fleet vehicle | Prioritize sites with more vehicles (to be compliant) | Low | Medium |
| **$CO_2$ emissions** | **$CO_2$ emission reduction potential** | Annual fuel consumption for each vehicle | Prioritize sites where vehicles induce a lot of $CO_2$ emissions | Low | *(not received)* |
| **Environmental justice** | **Criteria air pollutant reduction potential** | Fuel type for each fleet vehicle | Prioritize sites with more diesel vehicles | Low | Low |
| | **Equity (social and environmental)** | Based on EJScreen, CalEnviroScreen, or CEJST | Prioritize sites in disadvantaged and underserved areas | High | High |
| **Other** | **Vehicle age** | Model year for each fleet vehicle | Prioritize facilities with older vehicles | Low | Medium |

**CALAVERAS COUNTY**

After consideration of the prioritization criteria described above, Calaveras County chose the following facilities for an in-depth site assessment:

- Government Center:
  - Parking area marked as "West lot" (see **Figure 6**), i.e. west/north of buildings A (Administration) and J (Facilities Management)
  - Parking area marked "East lot" (see **Figure 6**), i.e. north of buildings K (Grand Jury), L (Substance Use Services), M (Behavioral Health Administration), and N (Mental Health Programs)
- Sheriff's Office (1045 Jeff Tuttle Dr, San Andreas)
- Colombo (23 E St Charles, San Andreas)
- Human Services Building (509 E St Charles St, San Andreas)

One focus thus lies on the Government Center and the required charging infrastructure at this location. It appears that most of the 120 fleet vehicles assigned to the Government Center regularly park in these two locations. The majority of charging infrastructure recommended for this site should be installed at these two described parking areas.

The other large site serving more than 100 fleet vehicles is the County's Sheriff's Office, located directly north of the Government Center. In terms of fleet operations, emergency-response and other mission-critical vehicles operate out of this facility, including patrol cars, investigations and detective units, as well as administrative vehicles.

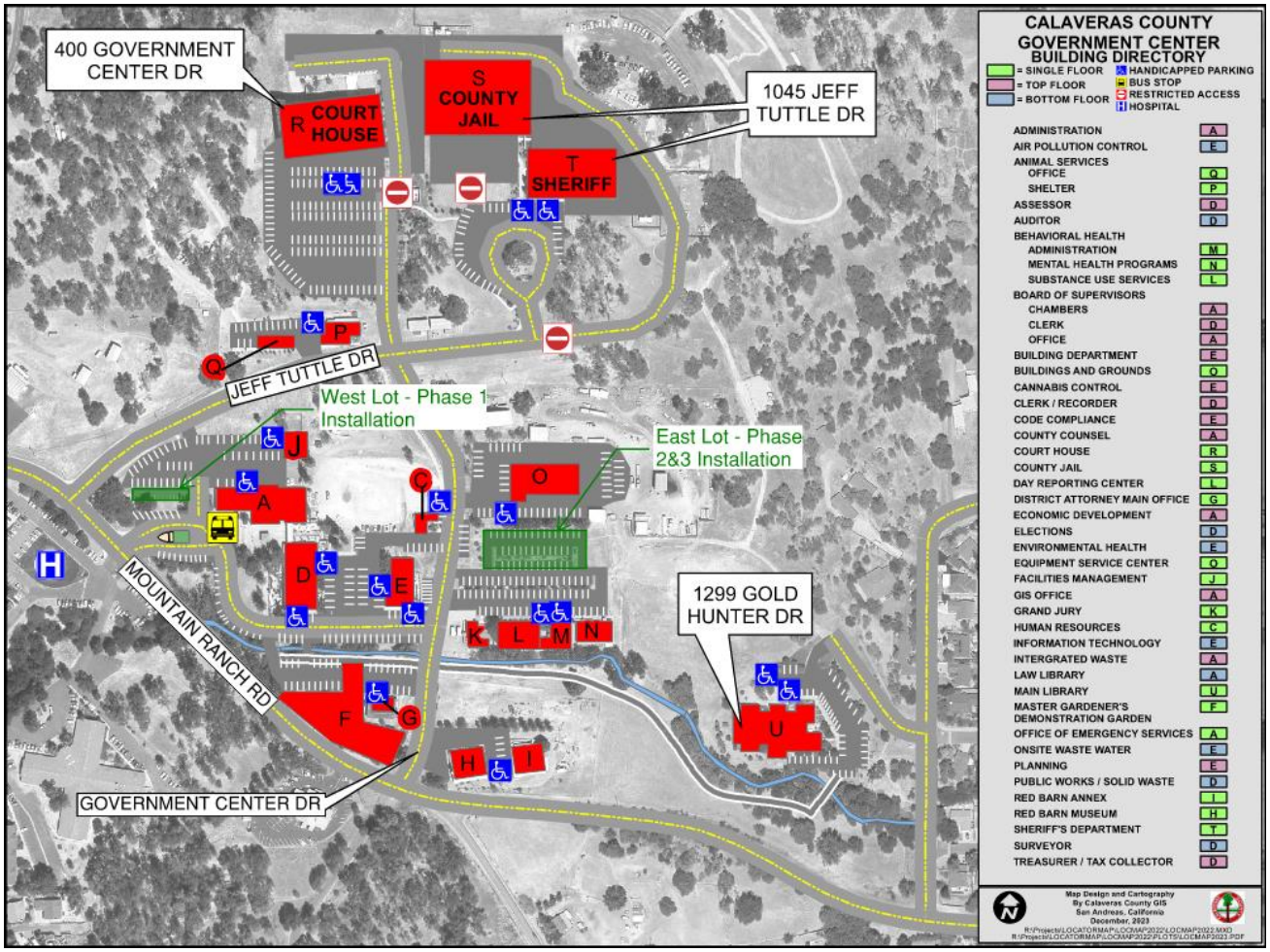



**FIGURE 6: CALAVERAS COUNTY GOVERNMENT CENTER**

## CITY OF ANGELS CAMP

After consideration of the prioritization criteria previously described, the City of Angels Camp selected the following locations for an in-depth site assessment:

- City Hall/Police Department property (200 Monte Verda St, Angels Camp)
- The old NAPA building property (1056 S Main St, Angels Camp)
- Utica Park (1055-933 S Main St, Angels Camp, CA 95222)

The Monte Verda property would be a central location for all or almost all City vehicles (Police Department, Fire, Public Works) and hence is of special interest for fleet EV charging infrastructure to the City.

The old NAPA building was recently acquired by the City and is in a central location in the south end of the town. It has adequate electrical capacity, with the option to upsize the electrical infrastructure as needed for fleet EV chargers. More details on the electrical infrastructure at the NAPA building are provided in the following section.

Utica Park is a City-owned recreational retreat for the public featuring a playground. Currently (as of late 2024), the Utica Park Site Improvement Project (Project #23-07.06) is in the construction phase. As part of this project, it is recommended to incorporate an EV charging station to serve park visitors that wish to charge at this location.

### CONCLUSION

In-depth site assessments, including site visits, reviews of existing electrical infrastructure and electricity usage, cost estimates for each charging infrastructure installation phase, and conceptual layout plans of proposed charger locations will be conducted for the four listed locations.

It should be noted that neither the County nor the City intends to build out charging infrastructure only at these locations, but rather will focus their near-term budgeting and planning efforts here.

## FACILITY-LEVEL ANALYSIS AND RECOMMENDATIONS

For the County and City facilities identified as near-term priorities (see the previous section), this section presents in-depth site assessment findings. These are based on site visits, reviews of existing electrical infrastructure and electricity usage, and the charger quantities recommended for each respective site. Recommendations include an implementation plan of these charging stations over time, along with estimates of both capital and operations & maintenance costs for each installation phase as well as conceptual layout plans of proposed charger locations.

The methodology and considered cost categories behind all cost estimates included in the following are described in **Appendix G**.

### CALAVERAS COUNTY

#### Overview

Summaries of fleet vehicle assignments, proposed EV chargers, information on existing electrical infrastructure and capacity, and recommendations to accommodate the electrical power needs of the proposed chargers are provided in the following sections for each site.

In addition, the following should be noted:

- All recommended Level 2 (L2) and DC fast chargers (DCFC) are dual-port unless otherwise specified because dual-port chargers are generally more cost efficient than single-port chargers.
- All low-output DC chargers are single-port because no dual-port DC Level 2 chargers are commercially available.
- Low-output Level 2 chargers are rated up to 6.6 kW
- Medium-output Level 2 chargers are rated up to 12 kW
- High-output Level 2 chargers are rated at 19.6 kW
- Low-output single-port DC chargers recommended for charging HD fleet EVs are rated at 11.5 kW
- Medium-output dual-port DC Fast chargers are rated at 50 kW

- High-output DC Fast chargers are rated at 150 kW
- Phases refer to the following time periods:
  - Phase 1: 2025-2028
  - Phase 2: 2029-2034
  - Phase 3: 2035 onwards (all fleet vehicles electrified)

**Government Center**

Based on priority and scope of work, Calaveras County staff has selected two parking locations at the Government Center, referred to as West Lot and East Lot (as marked in **Figure 6**), for the installation of electric vehicle chargers. There are a total of 120 fleet vehicles domiciled at the Government Center. Of these fleet assets, 92 are light-duty vehicles, 22 are medium-duty vehicles, and 6 are heavy-duty vehicles, all of which will be replaced with comparable class electric vehicles (EVs).

The projected combined (total) electrical demand for charging these 120 EVs would be approximately 3,720 kWh per day. Given the average of only 32 miles driven daily by each fleet vehicle assigned to these locations and the battery size of likely replacement EVs, overnight charging every two or three days using a Level 2 charger should be sufficient.

A total of 7 low-output dual port, 11 medium-output dual port, 5 low-output single-port DC slow, 1 medium-output dual-port 50kW DC Charger and 3 high-output dual-port 150 kW DC Fast Chargers are recommended to be installed in three consecutive phases.

*West Lot*

A total of seven (7) low-output (up to 7.2 kW) dual-port Level 2 chargers are recommended to be installed on the south side of the parking lot. Fourteen existing parking stalls will need to be restriped and clearly marked with signage indicating "EV Charging Only," designated for exclusive use by County fleet vehicles. These chargers should be installed during Phase 1 of project implementation.

Major renovations are currently underway to install new electrical infrastructure for a new District Attorney Office Building, which will be constructed on the east side of buildings A and J. As part of these electrical infrastructure improvements, Calaveras County has taken the initiative to install conduit stub-outs from the main electrical panel to the west lot parking area for future EV charger installation. This proactive step will reduce the overall construction cost of the project since the conduits and pull boxes have already been installed from the electrical panel to the parking area.

The existing main electrical panel, installed as part of the electrical infrastructure, has a main breaker rated at 1000 Amps at 480V, 3-phase power. This panel will provide power to the new District Attorney Office Building as well as some minor power needs in building A. Additionally, there is a 150 Amp, 480V, 3-phase spare breaker installed for future EV charging use, with 2-inch conduit stub-outs to the west lot, as shown on the record drawings[29]. The maximum power that

[29] As shown on the construction plans "Electrical Service Replacement for The Calaveras Government Center, County of Calaveras" sheet numbers E-001 to E-202.

can be delivered on a 150 Amp breaker is 99.7 kVA, which will be sufficient to power seven dual-port low-output Level 2 chargers using load management. However, new sub-panels (480V and 208V) and a step-down transformer will need to be installed to convert power from 480V to 208V, 3-phase, to power the Level 2 chargers. These sub-panels and the step-down transformer should be installed near the chargers to minimize new conduit trenching.

**Appendix H** shows the conceptual layout plans for the location, quantity, and electrical infrastructure.

*East Lot*

A total of eleven (11) medium-output dual-port Level 2 chargers, five (5) single-port DC slow, one (1) dual-port 50 kW DC, and three (3) dual-port 150 kW DC Fast Chargers are recommended at this parking lot. These should be installed in Phases 2 and 3 of project implementation per the following guidance:

Phase 2 will require the installation of six (6) medium-output dual-port Level 2 chargers, two (2) single-port DC slow, one (1) dual-port 50 kW DC, and a dual-port 150 kW DC Fast charger along with electrical infrastructure that will provide power to Phase 2 and 3 charger installations. Conduit stub-outs are recommended to be installed in Phase 2 for chargers to be installed in Phase 3.

Phase 3 will require the installation of five (5) medium-output dual-port Level 2 chargers, three (3) single-port DC slow, and two (2) dual-port 150 kW DC Fast chargers.

There will be a total of 35 existing parking stalls that will need to undergo restriping, clearly marked with signage indicating "EV Charging Only" and designated for exclusive use by County fleet vehicles, out of which eighteen (18) parking stalls to be restriped in Phase 2 and the remaining seventeen (17) to be restriped Phase 3 of project implementation.

There are major renovations that are being planned at the Government Center that include demolition of buildings L, M and N on the southern edge of the East Lot. A new office building will be constructed during the same time frame as Phase 2. To optimize cost efficiency, DKS recommends installing electrical infrastructure and trench to the parking area where EV chargers are to be installed during the electrical design of the building. The County will need to provide an additional 1500 kVA of electrical capacity to power EV chargers as part of the design of the new building.

However, during Phase 2 construction, new 480 V and 208 V sub-panels and a step-down transformer will need to be installed to convert power from 480 V to 208 V 3 phase to power the Level 2 chargers. The sub-panels and step-down transformer should be installed in close proximity to the chargers to minimize conduit trenching.

**Appendix H** shows the recommended location and quantity and electrical and charging infrastructure.

**TABLE 18: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT CALAVERAS COUNTY'S GOVERNMENT CENTER**

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| CHARGER INSTALLATIONS | | **West lot:**<br>• 7 dual-head low-output Level 2 stations | **East lot:**<br>• 6 dual-head medium-output Level 2 stations<br>• 2 single-head 22.5 kW DC chargers<br>• 1 dual-head 50 kW DCFC station<br>• 1 dual-head 150 kW DCFC station | **East lot:**<br>• 5 dual-head medium-output Level 2 stations<br>• 3 single-head 22.5 kW DC chargers<br>• 2 dual-head 150 kW DCFC station |
| CAPEX | CHARGERS | $79,500 | $331,900 | $263,500 |
| | MATERIALS | $142,500 | $418,700 | $74,000 |
| | CIVIL/LANDSCAPING | $18,800 | $75,000 | $9,400 |
| | PERMITS | $7,500 | $7,500 | - |
| | UTILITY UPGRADES | - | - | - |
| | CONTRACTING/DESIGN | $42,200 | $125,300 | $20,900 |
| | **TOTAL CAPEX PER PHASE** | **$290,500** | **$958,400** | **$367,800** |
| | **TOTAL CAPEX** | | **$1,616,700** | |
| ANNUAL OPEX | DEPRECIATION | $6,440 | $35,130 | $84,700 |
| | ROUTINE MAINTENANCE | $1,790 | $3,990 | $4,810 |
| | CORRECTIVE MAINTENANCE | $600 | $1,200 | $1,500 |
| | SOFTWARE LICENSING | $1,560 | $3,120 | $3,600 |
| | NETWORKING FEES | $1,020 | $2,040 | $2,040 |
| | POTENTIAL KWH FEE | $970 | $4,860 | $9,710 |
| | ELECTRICITY EXPENSES | $38,840 | $194,200 | $388,400 |
| | LCFS REVENUE | -$12,950 | -$64,730 | -$129,470 |
| | TOTAL ANNUAL OPEX | $38,280 | $170,800 | $365,290 |
| | **TOTAL OPEX PER PHASE** | **$153,120** | **$1,078,800** | **$2,191,740** |
| | **TOTAL OPEX** | | **$3,423,660** | |

**Sheriff's Office**

There are a total of 138 fleet vehicles domiciled at the Sheriff's Office. Of these fleet assets, 124 are light-duty vehicles, including many emergency-response and other mission-critical vehicles, including patrol cars, investigations and detective units, as well as administrative vehicles. Additionally, there are three medium-duty and one heavy-duty vehicles domiciled at this location.

The projected combined (total) electrical demand for charging these 120 vehicles once they become electric would be approximately 3,130 kWh per day. Given the average of about 45 miles driven daily per fleet vehicles, the battery size of likely available replacement EVs, and the nature of the Sheriff's Office's emergency-response operations, a combination of quick charging on high-power DC fast chargers as well as overnight charging on medium-output Level 2 chargers is recommended. Overnight Level 2 charging every one to three nights is particularly recommended for non-patrol vehicles, maximizing DC fast charger availability for patrol cars.

A total of twenty (20) dual-port medium-output Level 2 chargers, one (1) single-port 22.5 kW slow DC charger, and four (4) dual-port 150 kW DC fast chargers are recommended for this facility (see **Table 15**). The DC fast chargers should provide 150 kW available at each of the total of eight (8) ports simultaneously, to optimize the ability for patrol vehicles to obtain a quick recharge. The chargers will be installed in three phases as outlined below:

Phase 1 will involve the installation of chargers utilizing the existing electrical capacity. One (1) dual-port medium-output Level 2 charger, one (1) single-port 22.5 kW slow DC charger, and one (1) dual-port 150 kW DC Fast Charger are recommended for Phase 1 installation. The site's main switchboard is a 3200A, 480V, 3-phase system with 600A of available spare capacity. To support the chargers in Phase 1, a 600A breaker should be installed in the main switchboard with a new 600 A, 480V electrical panel, 75 kVA step-down transformer and a 150 A, 208 V sub-panel should be installed in the landscaped island located in the center of the parking lot.

New electrical infrastructure is required to power chargers in Phases 2 and 3. A new 1600A 480V electrical switchboard, 300 kVA step-down transformer, and a 600A sub-panel to power Level chargers installed in Phases 2 & 3. These should be installed in the landscaped area in the northeast end of the parking lot. Phase 2 will require the installation of six (6) dual-port medium-output Level 2 chargers and one (1) dual-port 150 kW DC Fast Charger. Conduit stub-outs are recommended to be installed in Phase 2 for chargers to be installed in Phase 3.

Phase 3 will require the installation of thirteen (13) dual-port medium-output Level 2 chargers and two (2) dual-port 150 kW DC Fast Chargers.

There will be a total of 49 existing parking stalls that will need to undergo restriping, clearly marked with signage indicating "EV Charging Only" and designated for exclusive use by County fleet vehicles. Of these five (5) parking stalls should be restriped in Phase 1, fourteen (14) restriped in Phase 2, and the remaining thirty (30) should be restriped in Phase 3 of project implementation.

**Appendix H** shows the conceptual layout plans, quantity, and electrical infrastructure for the location.

**TABLE 19: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT CALAVERAS COUNTY'S SHERIFF'S OFFICE**

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| CHARGER INSTALLATIONS | | • 1 dual-port medium-output Level 2 station<br>• 1 single-port 22.5 kW slow DC charger<br>• 1 dual-port 150 KW DCFC station | • 6 dual-port medium-output Level 2 stations<br>• 1 dual-port 150 kW DCFC station | • 13 dual-port medium-output Level 2 stations<br>• 2 dual-port 150 kW DCFC station |
| CAPEX | CHARGERS | $197,000 | $243,100 | $497,500 |
| | MATERIALS | $188,200 | $252,300 | $156,200 |
| | CIVIL/LANDSCAPING | $35,700 | $37,500 | $37,500 |
| | PERMITS | $7,500 | $7,500 | - |
| | UTILITY UPGRADES | - | $129,000 | - |
| | CONTRACTING/DESIGN | $58,300 | $106,600 | $50,700 |
| | TOTAL CAPEX PER PHASE | **$488,500** | **$776,000** | **$750,900** |
| | TOTAL CAPEX | | **$2,015,400** | |
| ANNUAL OPEX | DEPRECIATION | $23,070 | $49,330 | $102,730 |
| | ROUTINE MAINTENANCE | $970 | $2,230 | $3,230 |
| | CORRECTIVE MAINTENANCE | $300 | $900 | $1,200 |
| | SOFTWARE LICENSING | $1,200 | $2,040 | $2,400 |
| | NETWORKING FEES | $1,020 | $1,020 | $1,020 |
| | POTENTIAL KWH FEE | $370 | $2,850 | $8,180 |
| | ELECTRICITY EXPENSES | $14,650 | $114,090 | $327,120 |
| | LCFS REVENUE | -$4,880 | -$38,030 | -109,040 |
| | TOTAL ANNUAL OPEX | $36,690 | $134,440 | $336,830 |
| | TOTAL OPEX PER PHASE | **$146,760** | **$806,640** | **$2,020,980** |
| | TOTAL OPEX | | **$2,974,380** | |

**Colombo**

A total of two (2) dual-port low-output Level 2 chargers and one (1) single-port 11.5 kW DC slow charger are recommended at this site. These should be installed in Phases 2 and 3 of project implementation as outlined below:

A new 200A, 208V electrical service should be installed during Phase 2 to provide power for all planned charger installations. The new service panel should be installed along the northwest corner of the main building to minimize the distance to the potential PG&E tie-in point.

Phase 2 will require the installation of two (2) dual-port low-output Level 2 chargers along with electrical infrastructure to provide power for Phase 2 and 3 charger installations. Conduit stub-outs are recommended to be installed in Phase 2 for chargers to be installed in Phase 3.

Phase 3 will require the installation of one (1) single-port 11.5 kW slow DC charger.

A total of 5 existing parking stalls will need to undergo restriping, clearly marked with signage indicating "EV Charging Only" and designated for exclusive use by County fleet vehicles, out of which four (4) parking stalls should be restriped in Phase 2 and the remaining one (1) restriped in Phase 3 of project implementation.

The existing parking lot at this location prohibits vehicles over 5,000 lbs. This would exclude heavy vehicles such as the Ford F-150 Lightning and over. Additionally, this site is a leased facility.

**Appendix H** shows the conceptual layout plans, quantity, and electrical infrastructure for the location.

**TABLE 20: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT CALAVERAS COUNTY'S COLOMBO FACILITY**

| | | **PHASE 1:** 2025-2028 | **PHASE 2:** 2029-2034 | **PHASE 3:** 2035-2040 |
|---|---|---|---|---|
| **CHARGER INSTALLATIONS** | | - | • 2 dual-port low-output Level 2 stations | • 1 single-port 11.5 kW DC charger |
| **CAPEX** | **CHARGERS** | - | $17,700 | $10,600 |
| | **MATERIALS** | - | $24,600 | $2,400 |
| | **CIVIL/LANDSCAPING** | - | $18,800 | $3,800 |
| | **PERMITS** | - | $7,500 | - |
| | **UTILITY UPGRADES** | - | $15,100 | - |
| | **CONTRACTING/DESIGN** | - | $16,500 | $1,600 |
| | **TOTAL CAPEX PER PHASE** | **-** | **$100,200** | **$18,400** |
| | **TOTAL CAPEX** | | **$118,600** | |

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| ANNUAL OPEX | DEPRECIATION | - | $2,060 | $2,940 |
| | ROUTINE MAINTENANCE | - | $680 | $970 |
| | CORRECTIVE MAINTENANCE | - | $300 | $300 |
| | SOFTWARE LICENSING | - | $1,200 | $1,200 |
| | NETWORKING FEES | - | $1,020 | $1,020 |
| | POTENTIAL KWH FEE | - | $230 | $510 |
| | ELECTRICITY EXPENSES | - | $9,200 | $20,550 |
| | LCFS REVENUE | - | -$3,070 | -$6,850 |
| | TOTAL ANNUAL OPEX | - | $11,620 | $20,640 |
| | TOTAL OPEX PER PHASE | **-** | **$69,720** | **$123,840** |
| | TOTAL OPEX | | **$193,560** | |

**Human Services Building**

A total of four (4) dual-port low-output Level 2 chargers are recommended at this facility. These should be installed in Phases 2 and 3 of project implementation, as outlined below:

The main switchboard at this site is a 1600A, 208V, 3-phase system with two (2) available 200A spare breakers that can support the installation of Level 2 chargers. A new 200A sub-panel should be connected to one (1) of the 200A spare breakers on the main switchboard, with 3-inch wall-mounted conduit extending to the planned charger installation locations.

Phase 2 will require the installation of one (1) dual-port low-output Level 2 charger for fleet use and one (1) dual-port low-output Level 2 charger for public use along with electrical infrastructure that will provide power for Phases 2 and 3 charger installations. Conduit stub-outs are recommended to be installed in Phase 2 for chargers to be installed in Phase 3. Phase 3 will require the installation of two (2) dual-port low-output Level 2 chargers.

A total of eight (8) existing parking stalls need to undergo restriping, clearly marked with signage indicating "EV Charging Only" and designated for exclusive use by County fleet vehicles, out of which two (2) parking stalls should be restriped in Phase 2 and the remaining four (4) parking stalls restriped in Phase 3 of project implementation.

**Appendix H** shows the conceptual layout plans, quantity, and electrical infrastructure for the location.

**TABLE 21: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT CALAVERAS COUNTY'S HUMAN SERVICES BUILDING**

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| CHARGER INSTALLATIONS | | - | • 2 dual-port low-output Level 2 stations (1 for fleet, 1 for public) | • 2 dual-port low-output Level 2 stations (both for fleet) |
| CAPEX | CHARGERS | - | $17,700 | $17,700 |
| | MATERIALS | - | $28,600 | $19,600 |
| | CIVIL/LANDSCAPING | - | $3,800 | $7,500 |
| | PERMITS | - | $7,500 | $0 |
| | UTILITY UPGRADES | - | $0 | $0 |
| | CONTRACTING/DESIGN | - | $10,000 | $6,800 |
| | TOTAL CAPEX PER PHASE | - | **$67,600** | **$51,600** |
| | TOTAL CAPEX | | **$119,200** | |
| ANNUAL OPEX | DEPRECIATION | - | $2,060 | $3,810 |
| | ROUTINE MAINTENANCE | - | $680 | $1,260 |
| | CORRECTIVE MAINTENANCE | - | $300 | $300 |
| | SOFTWARE LICENSING | - | $1,200 | $1,200 |
| | NETWORKING FEES | - | $1,020 | $1,020 |
| | POTENTIAL KWH FEE | - | $360 | $1,050 |
| | ELECTRICITY EXPENSES | - | $14,260 | $42,010 |
| | LCFS REVENUE | - | -$4,750 | -$14,000 |
| | TOTAL ANNUAL OPEX | - | **$15,130** | **$36,650** |
| | TOTAL OPEX PER PHASE | - | **$90,780** | **$219,900** |
| | TOTAL OPEX | | **$310,680** | |

* For the one public Level 2 charging station proposed at this site, an increase in charger utilization over time is assumed: 5 hours per day during Phase 2, 8 hours per day during Phase 3. If the County makes this charger available to the public, electricity expenses from that charger could be fully, partially, or over-recouped by charging users an appropriate per-kWh fee. As documented in the assumptions in **Appendix G**, the provided estimates are based on an average effective electricity rate of $0.40 per kWh charged by the Calaveras Public Power Agency.

## CITY OF ANGELS CAMP

### Overview

City of Angels staff has selected two City-owned parking locations for the installation of electric vehicle chargers. These two locations are:

1. City Hall/Police Department
2. Napa Building
3. Utica Park

Summaries of fleet vehicle assignments, proposed EV chargers, information on existing electrical infrastructure and capacity, and recommendations to accommodate the electrical power needs of the proposed chargers are provided in the following sections for each site.

In addition, the following should be noted:

- All recommended Level 2 (L2) and DC fast chargers (DCFC) are dual-port unless otherwise specified because dual-port chargers are generally more cost efficient than single port chargers.
- All low-output DC chargers are single-port because no dual-port DC Level 2 chargers are commercially available.
- Low-output Level 2 chargers are rated up to 6.6 kW
- Medium-output Level 2 chargers are rated up to 12 kW
- High-output Level 2 chargers are rated at 19.6 kW
- Low-output single-port DC chargers recommended for charging HD fleet EVs are rated at 11.5 kW
- Medium-output dual-port DC Fast chargers are rated at 50 kW
- High-output DC Fast chargers are rated at 150 kW
- Phases refer to the following time periods:
  - Phase 1: 2025-2028
  - Phase 2: 2029-2034
  - Phase 3: 2035 onwards (all fleet vehicles electrified)

### City Hall/Police Department (200 Monte Verda St, Angels Camp)

The City Hall and Police Department are located adjacent to each other, allowing them to share a common fleet parking and charging area. Currently, no fleet vehicles are assigned to City Hall. The Police Department has ten (10) light-duty vehicles that will be replaced with their equivalent electric vehicles. The electrical demand for charging these 10 vehicles is approximately 354.8 kWh per day. Given the average of only 39 miles driven daily by all fleet vehicles at this location and the battery size of the likely replacement EVs, charging every second or third day on a Level 2 charger should be sufficient.

The City plans to relocate the current Police Department to a newer location and repurpose this site for the Public Works Department. An existing fueling station, which services the entire City fleet, is located behind a secured fence on the south side of the site near the City Hall building. City Hall is powered by a 400 Amp electrical panel located outside on the west side of the building. A 50 kVA

pole-mounted utility transformer in close proximity to the electrical panel feeds this 400 Amp panel. There is no available electrical capacity from the existing panels at City Hall to power EV chargers.

Due to the lack of available electrical as-built drawings, the age of the Police Department building, and the total quantity of EV chargers to be installed, new electrical infrastructure is recommended at this site. A new infrastructure will be required in the parking lot near the existing pole-mounted utility transformer. Further engineering analysis by PG&E is needed to evaluate the exact location of power available to accommodate the EV charging loads from a new transformer. The new transformer needs to be rated at 1000 kVA or greater to accommodate the projected fleet EV charging loads.

It is recommended to install a total of two (2) low-output, three (3) medium-output dual-port Level 2 chargers, one (1) single-port DC slow charger, and two (2) dual-port 150 kW DC Fast chargers at this site, in three (3) consecutive phases. The EV chargers should be installed on the west side of the parking area, except for a dual-port 150 kW DC Fast Charger, which should be installed near the existing fueling station to serve the charging needs of future fleet EVs similar to how the existing fueling station provides for the City's existing gas-powered fleet vehicles.

In Phase 1, the City should install a single-port DC slow charger and a single dual-port 150 kW DC Fast charger, along with the necessary electrical infrastructure to support all needed charging infrastructure. Conduit stub-outs for Phases 2 and 3 constructions are also recommended as part of the initial phase to provide cost-effective flexibility. Phase 2 should include installation of three (3) medium-output dual-port Level 2 chargers and a dual-port 150 kW DC Fast charger. Phase 3 should be limited to installation of two (2) low-output dual-port Level 2 chargers connected to conduit installed in the initial implementation phase.

A total of 13 existing parking stalls will need to be restriped and clearly marked with signage indicating "EV Charging Only," designated for exclusive use by County fleet EVs. This includes restriping one stall in Phase 1, eight (8) stalls in Phase 2, and the remaining four (4) stalls in Phase 3.

**Appendix H** shows the conceptual layout plans, quantity, and electrical infrastructure for each location.

**TABLE 22: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT THE CITY OF ANGELS CAMP'S CITY HALL**

| | | **PHASE 1:** 2025-2028 | **PHASE 2:** 2029-2034 | **PHASE 3:** 2035-2040 |
|---|---|---|---|---|
| **CHARGER INSTALLATIONS** | | • 1 single-head 22.5 kW DC charger<br>• 1 dual-head 150 kW DCFC station | • 3 dual-head medium-output Level 2 stations<br>• 1 dual-head 150 kW DCFC station | • 2 dual-head low-output Level 2 stations |
| **CAPEX** | **CHARGERS** | $185,600 | $209,100 | $22,700 |
| | **MATERIALS** | $144,400 | $38,300 | $14,400 |

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| | CIVIL/LANDSCAPING | $37,500 | $5,700 | $5,700 |
| | PERMITS | $7,500 | - | - |
| | UTILITY UPGRADES | $116,100 | - | - |
| | CONTRACTING/DESIGN | $76,400 | $11,000 | $5,000 |
| | TOTAL CAPEX PER PHASE | **$567,500** | **$264,100** | **$47,800** |
| | TOTAL CAPEX | | **$879,400** | |
| ANNUAL OPEX | DEPRECIATION | $22,380 | $46,020 | $47,770 |
| | ROUTINE MAINTENANCE | $680 | $1,600 | $1,990 |
| | CORRECTIVE MAINTENANCE | $300 | $600 | $600 |
| | SOFTWARE LICENSING | $1,200 | $1,560 | $1,560 |
| | NETWORKING FEES | $1,020 | $1,020 | $1,020 |
| | POTENTIAL KWH FEE | $230 | $820 | $1,170 |
| | ELECTRICITY EXPENSES | $9,330 | $32,670 | $46,670 |
| | LCFS REVENUE | $3,110 | $10,890 | $15,560 |
| | TOTAL ANNUAL OPEX | $32,040 | $73,390 | $85,210 |
| | TOTAL OPEX PER PHASE | **$128,160** | **$440,340** | **$511,260** |
| | TOTAL OPEX | | **$1,079,760** | |

**Napa Building (1056 S Main St, Angels Camp)**

Currently, no fleet vehicles are assigned to this site. The building that occupied site was demolished to build a new two-story parking structure that will serve the local community, visitors to Utica Park, as well as to provide EV charging for the City's fleet.

A total of two low-output dual-port and one medium-output dual-port Level 2 chargers are recommended at this site. These chargers should be installed during implementation Phase 1 as part of the two-story parking structure's construction.

It is recommended to install at least a 200 Amp, single-phase service to provide power to these EV chargers. The chargers should be installed in close proximity to the electrical service to reduce overall construction costs.

Because this will be a new facility, no drawings of these chargers are included as part of this plan but will instead need to be included in the facility's design process.

**TABLE 23: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT THE CITY OF ANGELS CAMP'S OLD NAPA BUILDING PROPERTY**

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| CHARGER INSTALLATIONS | | • 2 dual-port low-output Level 2 stations<br>• 1 dual-port medium-output Level 2 station | - | - |
| CAPEX | CHARGERS | $34,100 | - | - |
| | MATERIALS | $58,200 | - | - |
| | CIVIL/LANDSCAPING | $9,400 | - | - |
| | PERMITS | $,7500 | - | - |
| | UTILITY UPGRADES | $67,900 | - | - |
| | CONTRACTING/DESIGN | $35,800 | - | - |
| | TOTAL CAPEX PER PHASE | **$212,900** | **-** | **-** |
| | TOTAL CAPEX | | **$212,900** | |
| ANNUAL OPEX | DEPRECIATION | $2,938 | $2,938 | $2,938 |
| | ROUTINE MAINTENANCE | $969 | $969 | $969 |
| | CORRECTIVE MAINTENANCE | $300 | $300 | $300 |
| | SOFTWARE LICENSING | $1,200 | $1,200 | $1,200 |
| | NETWORKING FEES | $1,020 | $1,020 | $1,020 |
| | POTENTIAL KWH FEE | $260 | $650 | $1,040 |
| | ELECTRICITY EXPENSES * | $10,440 | $26,100 | $41,760 |
| | LCFS REVENUE | -$3,480 | -$8,700 | -$13,920 |
| | TOTAL ANNUAL OPEX | $13,650 | $24,480 | $35,310 |
| | TOTAL OPEX PER PHASE | **$54,600** | **$146,880** | **$211,860** |
| | TOTAL OPEX | | **$413,340** | |

* Assuming an increase in charger utilization over time: 2 hours per day during Phase 1, 5 hours per day during Phase 2, 8 hours per day during Phase 3. If the City makes these chargers available to the public, electricity expenses could be fully, partially, or over-recouped by charging users an appropriate per-kWh fee. As documented in the assumptions in **Appendix G**, the provided estimates are based on an average effective electricity rate of $0.40 per kWh charged by the Calaveras Public Power Agency.

**Utica Park**

One (1) dual-port low-output Level 2 charger is recommended for installation at this park. The site is currently undergoing significant renovations as part of the **Utica Park Site Improvement Project (Project #23-07.06)**. As part of this construction, a new 3-inch conduit will be installed from the existing 200A electrical panel to the parking spaces designated for EV charger installation. Dedicated wiring to power the dual-port low-output Level 2 charger will be routed through this conduit from the electrical panel.

A total of two (2) existing parking stalls will be designated for EV charging:

1. Non-ADA Stall: One (1) stall will be restriped and clearly marked with signage indicating "EV Charging Only."
2. ADA Van-Accessible Stall: The other stall will be configured as an ADA-compliant van-accessible space with EV charging capability.

This plan integrates EV charging infrastructure into the park's renovation project while meeting accessibility requirements and ensuring efficient use of parking spaces.

**Appendix H** shows the conceptual layout plans, quantity, and electrical infrastructure for the location.

**TABLE 24: CHARGER CAPITAL AND OPERATIONAL EXPENSE ESTIMATES AT THE CITY OF ANGELS CAMP'S UTICA PARK**

| | | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|---|
| CHARGER INSTALLATIONS | | • 1 dual-port low-output Level 2 station | - | - |
| CAPEX | CHARGERS | $8,900 | - | - |
| | MATERIALS | $9,100 | - | - |
| | CIVIL/LANDSCAPING | $1,900 | - | - |
| | PERMITS | $7,500 | - | - |
| | UTILITY UPGRADES | - | - | - |
| | CONTRACTING/DESIGN | $4,700 | - | - |
| | TOTAL CAPEX PER PHASE | **$32,100** | **-** | **-** |
| | TOTAL CAPEX | | **$32,100** | |
| ANNUAL OPEX | DEPRECIATION | $1,120 | $1,120 | $1,120 |
| | ROUTINE MAINTENANCE | $390 | $390 | $390 |
| | CORRECTIVE MAINTENANCE | $300 | $300 | $300 |
| | SOFTWARE LICENSING | $1,200 | $1,200 | $1,200 |

| | PHASE 1: 2025-2028 | PHASE 2: 2029-2034 | PHASE 3: 2035-2040 |
|---|---|---|---|
| NETWORKING FEES | $1,020 | $1,020 | $1,020 |
| POTENTIAL KWH FEE | $260 | $260 | $260 |
| ELECTRICITY EXPENSES | $2,710 | $6,890 | $10,440 |
| LCFS REVENUE | -$910 | -$2,300 | -$3,480 |
| TOTAL ANNUAL OPEX | $5,980 | $8,870 | $11,320 |
| TOTAL OPEX PER PHASE | **$23,920** | **$53,220** | **$67,920** |
| TOTAL OPEX | | **$145,060** | |

* Assuming an increase in charger utilization over time: 2 hours per day during Phase 1, 5 hours per day during Phase 2, 8 hours per day during Phase 3. If the City makes this charger available to the public, electricity expenses could be fully, partially, or over-recouped by charging users an appropriate per-kWh fee. As documented in the assumptions in **Appendix G**, the provided estimates are based on an average effective electricity rate of $0.40 per kWh charged by the Calaveras Public Power Agency.

# APPENDICES

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# APPENDIX A. DATA COLLECTION PLAN

## OVERVIEW

Data collection is a crucial step in any electric vehicle (EV) transition process. This information is used to directly inform planning and engineering assumptions, goals, and facilitate an ongoing dialogue about next steps.

## PROCESS

The approach is based on best practices and lessons learned from similar projects. The DKS and Frontier teams have over time created a more streamlined process to make the best use of time and to minimize the requirements and resources from Calaveras County staff.

The steps for the data collection plan include:

1. Provide a vehicle and facilities data collection template to the client to complete
2. Validate and clean the data provided in the filled-out template, working with the client on any gaps
3. Consider which internal combustion engine (ICE) vehicles are candidates for transitioning to EVs considering aspects such as duty cycles, mileage, and cost versus utility
4. Identify suitable EV surrogates for estimating electrical loads of future replacement vehicles for charging planning purposes
5. Develop a phased transition plan around client goals and needs
6. Assess and identify facilities for suitable EV charging
7. Consider other aspects of fleet transition process such as total cost of ownership analysis and/or rightsizing, if requested
8. Continue ongoing discussions throughout the process to best align expectations

## VEHICLE AND FACILITY DATA

Ideal vehicle information included within the template include variables such as VIN, make, model, year, daily or yearly mileage, maintenance and/or vehicle purchase costs, fuel usage, as well as duty cycle. Other data points such as where the vehicle is parked, if it is owned or leased, what department it is operated and managed by, and notes about configuration go a long way to providing a more robust and accurate transition plan.

Additionally, facility information is an important aspect of the data collection plan. This includes the last year (or more) of electrical meter readings from the electric utility to determine baseline energy use per facility, any planned building changes and/or vehicle charging stations, and as-built engineering drawings.

## TIMELINE

The expected timeline for data collection can vary greatly depending upon the size of the fleet, number of facilities (and number of departments/managers), and client goals.

At the time of this writing, the schedule for this project is being updated to accommodate scope refinements. Data collection will be included in the updated schedule.

# APPENDIX B. STAKEHOLDER COLLABORATION AND ENGAGEMENT PLAN

## OVERVIEW

Transitioning to a new transportation technology is both exhilarating and overwhelming, therefore the DKS and Frontier team take a human-centered approach to all of our ZEV projects. We expect and encourage interaction with employees, community-based organizations, business associations, residents, and businesses throughout the project.

Stakeholder collaboration and engagement is important because the people who will use and interact with the EVs and their new stations need to be involved in the decisions, not informed about them later.

## STAKEHOLDER ENGAGMENT

To facilitate stakeholder involvement, the DKS team will support the County project manager to establish a Project Advisory Committee (PAC). These typically include agency departments such as fleet and facility managers, department leads, executive offices, a sustainability office, and sometimes a procurement and/or a board representative.

We highly encourage participation from people or agencies that focus on equity and economic development, although they may not attend all PAC meetings.

## PROCESS

Frontier Energy will schedule and facilitate at least three (3) meetings with County staff and the PAC, with a portion of the first meeting set aside to establish public stakeholders and an advisory list. The Stakeholders will have an opportunity to provide their initial ideas and recommendations through two (2) meetings, including input on the draft report.

The goals in each meeting will be to ensure that everyone understands the fleet transition planning process and can raise any questions or concerns. The project team will provide toolkits and resources that Calaveras County can offer to its residents, businesses, and nonprofit organizations. These will include information to help make sense of the transition such as grant, incentive, voucher, or pilot projects as they become available.

At the end of the project, the team will create a PowerPoint presentation with narrative about the plan, and this will be presented at the second public stakeholder meeting.

## TASK BREAKDOWN

This breakdown includes the overall list of subtasks associated with Task 2, Stakeholder Collaboration and Engagement, as written in the scope of work.

- 2.1 PAC Meeting 1: Formation of Project Advisory Committee and Kickoff Meeting
  - 2.1.1 Gather information from Fleet and Facility staff for information on vehicle usage, needs and plans for fleet and facility changes

- 2.1.2 Gather information from departmental managers regarding charging operations, especially for mission-critical vehicles
- 2.1.3 Identify training needs for the County's mechanic staff
- 2.1.4 Gather information on number and type of facilities to be evaluated

- 2.2 Stakeholder Group Meeting 1: Gather initial ideas and recommendations
- 2.3 PAC meeting 2: Discuss initial DKS recommendations
- 2.4 PAC Meeting 3: to discuss draft plan
- 2.5 Stakeholder Group Meeting 2: Gather input on draft report
- 2.6 Public workshop/presentation of final report
-
- **Deliverable 1: Stakeholder Advisory list**
- **Deliverable 2: Stakeholder Advisory Group agendas, minutes, presentations, and action items**
- **Deliverable 3: 6 meetings total; 3 PAC, 2 Stakeholder and 1 Public**

# APPENDIX C. OVERVIEW OF FLEET EV CHARGING STRATEGIES

## INTRODUCTION

The purpose of this appendix is to provide an overview of possible charging strategies for future electric vehicles (EVs) in the City and County's fleets. The project team assessed these alternative charging strategies, given fleet operational needs. The following provides an overview of the operational workings, benefits, and disadvantages of both a dedicated and a shared charging strategy.

This appendix evaluates two primary charging strategies:

1. *Dedicated* strategy with dedicated Level 2 charging ports with load management
2. *Shared* strategy with shared Level 2 chargers with smart charging software

## SMART CHARGERS AND LOAD MANAGEMENT

Load management is software used by so-called "smart" or "managed" chargers that are connected to the internet via WiFi, cell or ethernet with the ability to communicate, collect data and be remotely managed.

Smart chargers can reduce the maximum power draw to avoid or mitigate needed electrical service upgrades or utility demand charges by splitting or balancing the power between chargers (load splitting or balancing), or load management systems. These systems allow fleet operators to control when and how each fleet EV is charged by distributing power between chargers.

By utilizing a load management system, certain facilities may be able to avoid the need for electrical service upgrades. Additionally, since load management can integrate with a building's electrical system, facility upgrades that conserve electricity, such as replacing windows, installing air barriers, or upgrading lighting to multi-level LED can significantly increase capacity for vehicle charging at fleet parking garages that share their electrical systems with buildings.

An additional benefit of smart chargers is their ability to collect data on charging, which is useful for informing future planning, for monetizing Low Carbon Fuel Standard (LCFS) credits, and other needs. Many smart chargers also typically have the ability to collect and track payments from charging sessions, useful for accounting and revenue collection.

The disadvantages of networked smart chargers required for load management are higher purchase costs for the chargers themselves and the ongoing monthly data and service costs that can vary depending on the individual system architecture and quantity of chargers.

By comparison, so-called "dumb" chargers lack data collection and connectivity and thus do not feature any advanced capabilities such as load management or sharing, demand response, or comprehensive user and data interfaces. While dumb chargers may be used under a dedicated charging strategy, we typically recommend fleets deploy so-called "smart" chargers to facilitate managed charging. Such chargers, which feature the aforementioned capabilities, have become the quasi-standard in the industry and allow the fleet operator to track charging data and manage charger power outputs based on desired parameters including each EV's state-of-charge, shift start times, and power constraints.

For these reasons, we recommend use of smart chargers for both dedicated or shared charging as explained below.

## STRATEGY WITH DEDICATED LEVEL 2 CHARGERS

The basic way to charge a fleet is with individual chargers dedicated to each vehicle in the fleet. This approach to charging typically requires each fleet EV to be assigned a parking stall and that each parking stall be equipped with its own Level 2 charger.

### OPERATIONS

From the driver's perspective, vehicle users pick up the fleet EV at the assigned stall, manually disconnect the charger before driving, and later return the EV to the same assigned stall and reconnect the charging cord.

Fleet or facility managers would be able to monitor EV charging in real-time and have the ability to prioritize charging of certain EVs or adjust the power distribution between EV charging and the building or other loads.

### BENEFITS

Of the different charging strategies considered, dedicated smart charging provides the most operational simplicity while also providing data and the ability to manage electrical loads. The primary benefits of dedicated Level 2 charging include:

- Enhanced ability to charge medium- and heavy-duty fleet vehicles with light or variable duty cycles and provides charging flexibility.
- A charger to EV ratio of 1:1 will optimize the benefits of bidirectional charging for fleet vehicles with bidirectional charging capability for providing backup power to facilities, fleet EVs and generating grid services revenue through vehicle-to-grid-integration.

### DISADVANTAGES

The main disadvantages of dedicated chargers include cost inefficiency and construction impacts. A ratio of one charger per parking stall or per EV requires installation of numerous electrical outlets or chargers which is generally inefficient because each charger would typically be in use for charging only a relatively small fraction of the time. Compared to sharing chargers, this can potentially be a costly approach due to the expense of procuring and installing more chargers. In addition, Chapter 6 of Section 625 of the National Electrical Code (NEC) requires a dedicated single pole circuit breaker for each 110 V outlet (used by Level 1 chargers) or 220 V Level 2 charger. Depending on the number of EVs to charge, this can easily exceed the capacity of each facility's main electrical panel, requiring installation of subpanels. As a result, many medium-sized and most large fleet facilities will typically require costly electrical service upgrades including a new electrical panel or subpanel to comply with this requirement.

Of the two charging strategies considered, dedicated smart chargers can be the most costly strategy due to the higher cost of purchasing and installing more chargers coupled with the expense of larger electrical service upgrades, conduit and wire installation as well as site restoration.

### GENERAL RECOMMENDATIONS

Dedicated chargers generally make the most sense in fleet depot facilities with ample power supply where relatively large numbers of heavily utilized light duty EVs with long dwell times will be domiciled in assigned parking stalls.

## STRATEGY WITH SHARED LEVEL 2 CHARGERS

At facilities with shared chargers, a reduced number of Level 2 chargers are installed to serve all the fleet EVs domiciled by rotating vehicles between chargers, in other words taking turns charging. Based on relatively low use/mileage (miles/day) and parking durations (12-16 hours), this should be generally feasible for most EV fleets operated by public agencies.

### OPERATIONS

This can be accomplished by rotating parking assignments, or by installing the chargers centrally between parking stalls so that each charger can access multiple EVs simply by moving the charge cord from vehicle to vehicle. Not needing to charge their batteries every night means fleet EVs could passively share chargers by taking turns based on a schedule or through active management depending on each vehicle's state of charge.

Additionally, one or more shared DC fast chargers could potentially supplement shared Level 2 chargers[30] at fleet facilities with multiple light-, medium-, and heavy-duty EVs in the future as EV fleets diversify with the addition of heavier vehicle classes. In cases where dwell times are limited to less than eight hours, the anticipated duration of charging may still be sufficient to charge the fleet if there is a relatively small number of EVs, the EVs are light or medium-duty with small batteries, or their typical daily mileage is relatively low.

### BENEFITS

The primary benefits of sharing chargers include mitigating potential electric service upgrade costs and reducing initial investment costs associated with the procurement and installation of chargers since a reduced number of individual chargers is required. This approach is also useful to leverage the constrained electrical capacity of certain sites to install more chargers that would share the limited electrical service by managing (or balancing) the load.

In cases where fleet chargers are also used for workplace or public charging, the utilization of shared chargers also simplifies the operational workings of a potential charger sharing with personal EVs. Chargers and their associated software could distinguish between fleet EVs and personally-owned vehicles in charging sessions, for example by equipping fleet vehicle drivers with suitable RFID cards that ensure the respective department or group pays for the right charging sessions. Employees who would like to charge their personal EVs on the same charging stations would instead need to pay via credit card or by using the respective charger vendor's app, unless Calaveras County or the City of Angels Camp would allow its employees or other users to charge

[30] See section on "Supplemental DC Fast Chargers" for more detail.

their personal vehicles for free. This way, employees are not bound to specific, dedicated charging stations and parking stalls.

### DISADVANTAGES

**Operational logistics:** Sharing chargers requires careful management of fleet EVs to ensure that all vehicles maintain a sufficient state of charge for their intended daily use. If the vehicles or the charge cords would need to be moved, behavioral adjustment by fleet vehicle drivers or by dedicated fleet or parking management staff or contractors would be needed which increases operation costs. However, in many fleets, most vehicles only need to be charged every few days, and this can be done overnight, as visualized in **Figure 4** of this report. In this case, there are no costs for dedicated fleet or parking management staff. Still, charging sessions need to be planned or scheduled to ensure each fleet EV maintains sufficient charge for its mission.

### GENERAL RECOMMENDATIONS

Sharing chargers makes the most sense under the following circumstances:

- Fleet facilities that serve fleet EVs that typically drive less than 40 miles per day and have dwell times longer than eight hours.
- Fleet facilities with limited available electrical capacity to avoid the expense of electrical service upgrades.
- Fleet facilities at which a schedule could be introduced according to which typical daily vehicle charging needs can be met (with extraordinary charging needs to be met by supplemental DC fast chargers)
- Fleet facilities lacking assigned parking

## TYPICAL CAPITAL COST DIFFERENCES BETWEEN DEDICATED AND SHARED CHARGERS

Based on DKS' extensive fleet electrification planning and design experience, *dedicated* chargers are typically 50-250% more expensive to deploy than *shared* chargers, given the common need for electrical service upgrades. The lower end of that range would apply for facilities at which no major electrical system upgrades are needed. The higher end of that range applies when upgrades such as on the transformer, switchboard, or panel level are necessary. Electrical upgrades can be substantially more expensive when attempting to provide dedicated chargers for each fleet EV than when sharing a smaller number of chargers between EVs.

While at many fleet facilities the existing electrical panels may support a limited number of Level 2 charging stations (say, 2-3 low-output dual-port stations), deploying more chargers (as required by the dedicated strategy) would incur expensive electrical upgrades involving new panels, switchboards, and/or transformers. Additionally, such upgrades substantially delay the process of providing charging infrastructure for new fleet EVs given frequent delays in the provision of utility-side upgrades and the procurement of the mentioned electrical hardware.

**TABLE 25: SUMMARY TABLE: OVERVIEW OF GENERAL CHARGING STRATEGIES SUITABLE FOR EV FLEETS**

| | DEDICATED LEVEL 2 CHARGERS | SHARED LEVEL 2 CHARGERS |
|---|---|---|
| **OPERATIONS** | • Drivers manually connect and disconnect the vehicle to and from the charger upon returning to the vehicle and before using it, respectively<br>• For fleet and facility managers: ability to monitor EV charging in real-time, ability to prioritize certain vehicles or adjust or limit power output | • Rotate parking assignments or install chargers between parking stalls so that they can be accessed by multiple vehicles<br>• Take turns or follow schedule for charging vehicles (not charging every day or night)<br>• A shared DC fast charger could supplement depot charging at large facilities that house a diverse vehicle fleet |
| **BENEFITS** | • Most operational simplicity<br>• Enhanced ability to charge medium- and heavy-duty vehicles<br>• Optimal utilization of capabilities of bidirectional charging | • Mitigated potential electric service upgrades<br>• Reduced initial investments costs for procurement and installation of chargers<br>• Leverage constrained electrical service at certain sites |
| **DISADVANTAGES** | • Resource inefficiency<br>• Large infrastructure investments<br>• Large construction impacts | • Requires careful management of fleet EVs and their SOC<br>• Requires behavioral adjustment by fleet vehicle drivers (as vehicles and/or charge cords need to be moved) or dedicated fleet staff or contractors which increase operation costs<br>• Requires more planning around when and where which numbers of chargers need to be in place |
| **GENERAL RECOMMENDATIONS AND SUITABLE USE CASES** | • Fleet depot facilities with limited power supply and a relatively large number of heavily-utilized light-duty EVs with long dwell times | • Facilities that serve fleet EVs that typically drive less than 40 miles per day and have dwell times longer than eight hours<br>• Facilities with limited available electrical capacity to avoid the expense of electrical service upgrades<br>• Facilities at which a schedule could be introduced according to which typical daily vehicle charging needs can be met |

## SUPPLEMENTAL DC FAST CHARGERS

In addition to a recommended set of Level 2 charging stations for regular baseload charging operations (whether in a dedicated or shared strategy), high-power DC fast charging infrastructure may be used to supplement Level 2 charging in order to provide additional resilience in the form of charging capacity and speed. Specifically, supplemental DCFCs are recommended at larger fleet facilities where larger concentrations of fleet EVs are domiciled, especially for medium- and heavy-duty fleet EVs and/or mission critical assets, such as at Public Works corp yards and police departments.

In addition to DC Fast Chargers installed at fleet facilities, there may be publicly available DC Fast Chargers operated by commercial charging networks such as EVGo, Electrify America, Tesla, and others convenient to fleet operations. Thanks to recent federal and state funding, more chargers are being installed, especially NEVI-funded clusters of four 150 kW DC Fast Chargers located within one mile of freeway interchanges on designated Alternative Fuel Corridors.

Potential **benefits** of supplemental DCFCs include:

- **Resiliency:** If an overnight power outage or a malfunction of individual Level 2 chargers prevents fleet EVs from obtaining a full state of charge.
- **Charging capacity contingency:** Supplemental DCFCs can help meet each fleet EV's charging needs even in events of unexpected, high demand. This may be the case on days or weeks where fleet EVs are assigned additional duties beyond "average" duty cycles, such as when vehicles would need to embark on a longer trip or tow a trailer.
- **Fool proofing:** Supplemental DCFCs can mitigate the impacts of human error. If drivers forget to plug their EVs into the L2 charger overnight, they can quickly charge up at the DCFC.
- **Opportunity charging:** Staff with fleet EVs parked at one site can use the supplemental DCFC at another if needed, since these chargers are not assigned to any specific vehicles and can charge in a short time.
- **Address range anxiety:** DC fast charging infrastructure can also help mitigate fleet EV drivers' concerns regarding the driving range of their EV and occasional need to quickly top off the battery state-of-charge.
- **Public benefit and revenue:** When not in use by fleet EV drivers, DCFCs could be made available to other EV drivers depending on the charger's location for employees, other agencies and the general public. Charging revenues collected from these other users can offset program costs.

**Disadvantages** of supplemental DCFCs may include:

- **Additional costs:** Compared to L2 chargers, DCFCs are significantly more expensive to purchase and maintain.

**Potential redundancy:** If the recommended charger strategies work as intended, supplemental DCFCs may not be used as much as anticipated, which could undermine the justification of the significant investment in the first place. If such a situation were to occur, it could possibly be addressed by repurposing the chargers for other uses, such as employee or public charging.

# APPENDIX D. FUNDING OPPORTUNITIES

## INTRODUCTION

In the state of California, funding opportunities for EVs and EV chargers continue to grow rapidly. Covered expenses typically include the purchase or lease of EVs, the purchase and installation of charging infrastructure, and expenses for hydrogen fuel cell electric vehicles (FCEVs) and their refueling infrastructure. Multiple funding opportunities exist federally as well as in several states, with eligible applicants ranging from private customers, state and local government agencies, tribal governments, school districts, transit agencies, utilities, fleet owners and operators, ports, and in some cases vehicle dealers and charging infrastructure vendors. Funding programs typically have a fixed term and a limited allocation of funds. However, the range of funding options has vastly expanded over the past couple of years and especially in the past few months. Information on specific programs can change quickly and we encourage CCOG to monitor and identify funding sources timely and carefully.

Incentive programs have very specific requirements for applications, including specific requirements for eligible vehicles and charging equipment, data reporting, and special considerations for public fleets. Some programs are very competitive and "sell out" quickly and others take time and persistence.

This appendix serves as an overview of the most relevant programs with substantial funding resources. Numerous other funding opportunities related to electric vehicles and their charging infrastructure exist in addition to those mentioned.

## FEDERAL FUNDING

### ALTERNATIVE FUEL INFRASTRUCTURE TAX CREDIT

The Alternative Fuel Infrastructure Tax Credit offers tax incentives for the installation of fueling equipment for various alternative fuels. Starting January 1, 2023, eligible fueling equipment qualifies for a tax credit of 30% of the cost or 6% in the case the property is subject to depreciation with a maximum limit of $100,000. Projects meeting wage and apprenticeship requirements can get the full 30% credit, regardless of depreciation status. Certain census tract requirements must also be met for installation locations. This credit does not include permitting and inspection fees and can be used at multiple locations by station owners. Unused credits can be carried back one year or forward for up to 20 years.[31]

### COMMERCIAL ELECTRIC VEHICLE (EV) AND FUEL CELL ELECTRIC VEHICLE (FCEV) FEDERAL TAX CREDIT

Starting January 1, 2023, businesses and tax-exempt organizations can qualify for a tax credit when purchasing new Electric Vehicles (EVs) and Fuel Cell Electric Vehicles (FCEVs). The eligibility criteria depend on the vehicle's Gross Vehicle Weight Rating (GVWR): EVs and FCEVs with a GVWR

[31] https://afdc.energy.gov/laws/10513

below 14,000 lbs. need a battery capacity of at least 7 kWh, while those above 14,000 lbs. require a minimum of 15 kWh. The tax credit amount is determined as the lesser of three options:

- 15% of the vehicle's purchase price for plug-in hybrid electric vehicles
- 30% of the purchase price for EVs and FCEVs,
- The incremental cost compared to a similar internal combustion engine vehicle

The maximum credit is capped at $7,500 for qualified vehicles under a GVWRs of 14,000 pounds and $40,000 for those over a GVWR of 14,000 pounds. This tax credit cannot be combined with the Clean Vehicle Tax Credit.[32]

### ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG)

The U.S. Department of Energy (DOE) provides grants through the Energy Efficiency and Conservation Block Grant (EECBG) Program to support initiatives aimed at reducing energy consumption and fossil fuel emissions in the transportation sector. Eligible projects include conservation programs, financing for energy-efficient and environmentally friendly transportation infrastructure, and incentive programs for the purchase and installation of energy-efficient, renewable energy, and zero-emission transportation infrastructure. The grants are available to U.S. territories, and state, local, and tribal governments.[33] The EECBG program currently has $550 million in available funding until expended. Awarded funds are determined through formula and competitive grant applications.

### REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT

The USDOT's Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program offers federal financial assistance for surface transportation infrastructure projects. The program operates annually and has $1.5 billion in funding available for the 2024 cycle. Eligible projects encompass various areas such as supporting connected, electric, and autonomous vehicles, facilitating modal shifts for freight and passengers, and installing zero-emission vehicle infrastructure. Eligible applicants include U.S. territories, states, local, and tribal governments, as well as transit agencies, port authorities, metropolitan planning agencies, and other government subdivisions. The funds will be split equally between urban and rural areas with a minimum of $15 million reserved for areas of persistent poverty of historically disadvantaged communities. Projects will be eligible for up to a 100% federal cost share.[34]

[32] https://www.irs.gov/credits-deductions/commercial-clean-vehicle-credit

[33] https://www.energy.gov/scep/energy-efficiency-and-conservation-block-grant-program

[34] https://www.transportation.gov/RAISEgrants

## SUMMARY OF FEDERAL FUNDING

**Table 26** summarizes federal funding sources.

**TABLE 26: SUMMARY OF FEDERAL FUNDING SOURCES**

| SOURCE | PROGRAM/AWARD NAME | ELIGIBLE APPLICANTS | CATEGORY | APPLICATION TYPE | BENEFITING DISADVANTAGED OR LOW-INCOME COMMUNITIES | FUNDING AMOUNT |
|---|---|---|---|---|---|---|
| THE U.S. DEPARTMENT OF ENERGY | Commercial Electric Vehicle (EV) & Fuel Cell Electric Vehicle (FCEV) Federal Tax Credit | Businesses & Tax-Exempt Organizations | Purchase of new Electric Vehicles (EVs) & Fuel Cell Electric Vehicles (FCEVs). | N/A – Tax Credit | N/A | $7,500 |
| THE U.S. DEPARTMENT OF ENERGY | Energy Efficiency and Conservation Block Grant (EECBG) | U.S. territories, and state, local, and tribal governments | ZEV Infrastructure | Competitive Grant | N/A | $550 Mil until expended |
| REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT | RAISE Grant | U.S. territories, and state, local, and tribal governments, transit agencies, port authorities MPAs and other gov. subdivisions | ZEV Infrastructure | Competitive Grant | Minimum of $15 million reserved for areas of persistent poverty of historically disadvantaged communities. | Projects will be eligible for up to a 100% federal cost share |

## STATE-SPECIFIC CALIFORNIA PROGRAMS

The following incentive programs and projects are specific to California, administered and/or funded by state agencies, such as the California Air Resources Board (CARB)[35] or the California Energy Commission (CEC).[36] Some of the funding available in California-specific programs derives from revenue continually generated in the state's greenhouse gas emissions cap-and-trade program[37] or the Low Carbon Fuel Standard (LCFS), other funding comes from federal grants and is distributed by state agencies.[38]

As with all funding opportunities, programs can change quickly and it is therefore recommended they be checked often. Resources include:

- California Governor's Office of Business and Economic Development (GO-Biz) ZEV Funding Resources library: https://business.ca.gov/industries/zero-emission-vehicles/zev-funding-resources/
- CalStart: https://fundingfindertool.org/planning-grants/
- Drive Clean: https://driveclean.ca.gov/search-incentives

At the state level, three primary agencies provide funding for transportation electrification:

- The California Energy Commission (CEC): https://www.energy.ca.gov/funding-opportunities
- The California Department of Transportation (CalTrans): https://dot.ca.gov/programs/budgets/state-transportation-grants
- The California Air Resources Board: https://ww2.arb.ca.gov/our-work/topics/incentives

### COMMUNITIES IN CHARGE (FUNDING WAVE 3)

#### Overview

**Communities in Charge** is a state-funded initiative under the Clean Transportation Program of the California Energy Commission, administered by CALSTART. Its goal is to expand electric vehicle (EV) accessibility, stimulate emerging markets, and accelerate the deployment of Level 2 EV charging stations across California. Aligned with California Climate Investments, the program prioritizes equitable deployment of charging infrastructure in underrepresented communities,

[35] California Air Resources Board: https://ww2.arb.ca.gov/

[36] California Energy Commission: https://www.energy.ca.gov/

[37] California Air Resources Board: Cap-and-Trade Program: https://ww2.arb.ca.gov/our-work/programs/cap-and-trade-program

[38] California Air Resources Board: Low Carbon Fuel Standard: https://ww2.arb.ca.gov/our-work/programs/low-carbon-fuel-standard

including disadvantaged communities (DACs), low-income communities (LICs), and Tribal Nations. At least 50% of funding is allocated to benefit these populations[39].

**Funding Wave 3** provides $30 million in incentives, with allocations distributed across Northern, Southern, Central, and Eastern regions to foster geographic equity. These allocations are based on population, DAC/LIC representation, and historical funding trends. The program emphasizes swift deployment while offering technical assistance and targeted outreach to help applicants navigate the process. Applicants have from **November 14, 2024, to January 31, 2025,** to submit their applications through the online Incentive Processing Center (IPC).

Eligible applicants include property owners, authorized lessees, and representatives who have incurred costs for installing Level 2 EV charging stations at qualified sites. Publicly accessible chargers must operate for a minimum of 18 hours per day, seven days a week. Single-family homes, duplexes, triplexes, individual townhomes, mobile homes, school bus charging sites, and already completed projects are not eligible for incentives.

A summary of incentives can be found in **Table 27**. The program offers a tiered incentive structure, with a base incentive of up to $6,500 or 100% of eligible costs per charging port, whichever is less. Additional incentives are available for specific projects, including $2,000 per port for multi-family housing and $3,500 per port for Tribal projects. However, no single entity may receive more than 25% of the total funding. Participants may not combine ("stack") these incentives with other state or local EV funding programs but may still benefit from federal tax credits and California's Low Carbon Fuel Standard (LCFS) program.

Applications are evaluated based on project readiness, categorized into tiers:

- **Tier 1**: Projects with completed site design, permits, and equipment (highest readiness).
- **Tier 2** and **Tier 3**: Projects at progressively earlier stages of development.

Funding is awarded on a first-come, first-served basis, with ties resolved by lottery. At least 50% of funding is reserved for projects located in disadvantaged or low-income communities.

**TABLE 27: SUMMARY OF COMMUNITIES IN CHARGE INCENTIVES**

| ELIGIBLE INCENTIVES FOR LEVEL 2 EVSE | AMOUNT PER ELIGIBLE CHARGING PORT |
|---|---|
| BASE INCENTIVE | Up to $6,500, or 100% of eligible costs, whichever is less |
| MULTI-FAMILY HOUSING PROJECT SITE | Additional $2,000 towards eligible costs |

[39] Communities in Charge. (2024). *Communities in Charge Implementation Manual: Funding Wave 3* [PDF]. Retrieved from https://thecommunitiesincharge.org/wp-content/uploads/2024/11/Communities-in-Charge-Implementation-Manual-Funding-Wave-3-ADA.pdf

| | |
|---|---|
| **PROJECT SITE FOR TRIBAL GOVERNMENT, TRIBAL ENTITY, OR NON-GOVERNMENTAL ORGANIZATIONS SERVING TRIBAL COMMUNITIES** | Additional $3,500 towards eligible costs |

### EligIble Costs

A summary of eligible and ineligible costs is provided in **Table 28** below.

**TABLE 28: SUMMARY OF ELIGIBLE AND INELIGIBLE COSTS**

| CATEGORY | ELIGIBLE COSTS | INELIGIBLE COSTS |
|---|---|---|
| **EQUIPMENT COSTS** | • EV supply equipment (EVSE)<br>• Electrical panels<br>• Transformers<br>• Demand management equipment<br>• Lighting for EV ports<br>• On-site signage related to EV chargers<br>• Security cameras for EV ports | • Administrative costs associated with completing application paperwork, phone calls, and tasks relating to the submission of program required materials to the Incentive Processing Center (IPC)<br>• Upgrades to utility-owned electrical infrastructure (the percentage of total costs covered by the utilities)<br>• Permitting fees paid to Authorities Having Jurisdiction (AHJs)<br>• Costs to fund stand-alone energy generation, such as Battery Energy Storage Systems (BESS) or Photovoltaic (PV) solar.<br>• Profit to the Applicant organization<br>• Costs associated with ensuring compliance with state or federal building codes, including provisions of the California Green Building Standards Code requiring the installation of a minimum amount of electric vehicle supply equipment, EV Capable, or EV Ready parking spaces |
| **MATERIALS & MISCELLANEOUS** | • Wire and conduit<br>• Bollards<br>• Concrete and asphalt<br>• Paint<br>• Construction fencing (around installation site) | |
| **SERVICE COSTS** | • Warranties from OEM (up to $400/year per port)<br>• Service Level Agreements (SLAs) for maintenance/repair (up to $400/year per port)<br>• Networking agreements (up to $250/year per port)<br>• Cellular/internet service for operation months covered under networking agreement<br>• Security camera monitoring services<br>• Demand management software | |
| **UTILITY COSTS** | • Utility upgrades necessary for EVSE installation with documentation and | |

| | | |
|---|---|---|
| | compliance with utility program requirements | • Costs associated with Design, Engineering and Planning Labor<br>• Stub-outs/make ready<br>• Direct Labor, fringe benefits, and indirect (overhead and general/administrative costs)<br>• Travel costs<br>• Lease payments for EV charging spaces<br>• Land valuations for EV charging spaces<br>• Self-Invoicing |
| **PLANNING & ENGINEERING COSTS** | • ADA Site upgrades due to EV deployment<br>• Architectural studies, site surveys, and engineering design<br>• California sales tax<br>• Shipping and handling | |

***Source:*** *Communities in Charge. (2024). Communities in Charge Implementation Manual: Funding Wave 3 [PDF]. Retrieved from* https://thecommunitiesincharge.org/wp-content/uploads/2024/11/Communities-in-Charge-Implementation-Manual-Funding-Wave-3-ADA.pdf

**Recommendation to Calaveras COG, Calaveras COunty, and the City of Angels Camp**

As local governments and with project sites assessed as part of the Calaveras COG Electric Vehicle Charging Infrastructure Implementation Plan, Calaveras COG, Calaveras County, and the City of Angels Camp are eligible for the base incentive amount of up to $6,500 or 100% of eligible costs, whichever is less, per installed Level 2 charging port. Each dual-port Level 2 station, many of which are recommended to the County and City fleet for installation as part of the plan, counts as two ports and would thus qualify for an incentive amount of up to $13,000.

Based on the program requirements, sites may be for private, public, or mixed use to allow flexibility for the site hosts. As such, the County or City could choose to focus on fleet-only charging infrastructure or provide shared access to the charging stations for public passenger vehicles (for sites with public access). For municipal fleets, Level 2 charging stations must only be deployed for the charging of light-duty fleet vehicles. For more details, see section 2.3.7. of the Implementation Manual linked further above.

### CHARGING INFRASTRUCTURE FOR GOVERNMENT FLEETS

The Clean Transportation Program of the California Energy Commission has announced a grant solicitation that offers up to $30 million for projects that focus on electric vehicle charging infrastructure for light-duty government fleets. The program aims to support the electrification of these fleets in California by providing accessible and dedicated EV charging infrastructure. The ultimate goal of this initiative is to reduce vehicle emissions, particularly in disadvantaged and low-income communities, and it aligns with local government sustainability and climate action plans.

Projects must install a minimum of 100 charging ports at fleet home bases or depots. Both Level 2 and DCFC stations are eligible. The application deadline is April 5th, 2024.[40]

### HYBRID AND ZERO-EMISSION TRUCK AND BUS VOUCHER INCENTIVE PROJECT (HVIP)

The California Air Resources Board also runs the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) and administers funds through a 3rd party.[41] The program features two annual funding rounds and provides a point-of-sale rebate for medium- and heavy-duty vehicles, incl. buses, school buses, refuse trucks, step vans, straight trucks, and tractors. The program website includes a list of all eligible vehicle models, including most of the market-ready medium- and heavy-duty EVs and incentive amounts ranging from e.g. $120,000 for many Class 7 or 8 trucks and up to $395, for school buses.[42] After the Board's review in November 2023 of the changes proposed in the FY 2023-24 Funding Plan for Clean Transportation Incentives, staff will announce the public work group(s) to implement the approved program modifications. These work group(s) will be held in the first half of 2024.

### ENERGY INFRASTRUCTURE INCENTIVES FOR ZERO-EMISSION (ENERGIIZE) COMMERCIAL VEHICLES

The EnergIIZE program for commercial vehicles is funded by the California Energy Commission and provides incentives for zero-emission vehicle infrastructure equipment for medium- and heavy-duty EVs and FCEVs in California. The project defines four separate funding lanes: EV Fast Track Lane, EV Jump Start Funding Lane, EV Public Charging Station Funding Lane (now closed), Hydrogen Funding Lane. The EV Jump Start Funding Lane is intended for commercial fleet operators in disadvantaged or low-income communities. Funding amounts for EnergIIZE projects range from up to a $750,000 cap per EV Jump Start project up to $3 million cap per hydrogen project. The whole program is worth $69 million, this funding lane has $13.9 million in incentives available. Eligible applicants for the EnergIIZE program include public fleets, car-sharing and rental car fleets, businesses, transit agencies, school districts, and EV-charging infrastructure vendors. Costs for the charging equipment, required electrical service upgrades and demand management equipment can be covered.[43]

*Source: https://afdc.energy.gov/laws/12513*

[40] https://www.energy.ca.gov/solicitations/2023-12/gfo-23-606-charging-infrastructure-government-fleets

[41] https://ww2.arb.ca.gov/our-work/programs/clean-truck-bus-vouchers-hvip/about

[42] California HVIP: https://californiahvip.org/

[43] EnergIIZE Commercial Vehicles: https://www.energiize.org/

### CLEAN OFF-ROAD EQUIPMENT (CORE) VOUCHER INCENTIVE PROJECT

This incentive program focuses on off-road equipment, i.e. zero-emission vehicles and related equipment in use outside of public streets. This includes forklifts, mobile and ground power units, railcar movers, terminal tractors (e.g. at ports), transport refrigeration units, agricultural vehicles and equipment, construction vehicles, and more. CORE provides vouchers to buyers and lessees in California for eligible equipment on a first-come, first-served basis. The program also provides enhanced incentives for fleet purchases of zero-emission equipment in disadvantaged communities, with a target of allocating at least 50% of CORE funds to such communities.

CORE reopened on July 18, 2023 with $185 million available. Manufacturers, dealers, and equipment users are eligible to apply for the CORE Voucher Incentive Project. CARB also administers this project.[44] Per-vehicle voucher amounts can be seen in **Table 29** below.

**TABLE 29: CORE VOUCHER FUNDING AMOUNTS**

| EQUIPMENT TYPE | POTENTIAL VOUCHER | POTENTIAL INFRASTRUCTURE ENHANCEMENT |
|---|---|---|
| ON- AND OFF-ROAD TERMINAL TRACTORS | Up to $200,000 | Up to $30,000 |
| TRUCK AND TRAILER-MOUNTED TRUS | Up to $65,000 | Up to $9,000 |
| LARGE FORKLIFTS | Up to $500,000 | Up to $30,000 |
| CARGO HANDLING EQUIPMENT | Up to $1,000,000 | Up to $30,000 |
| AIRPORT CARGO LOADERS | Up to $100,000 | Up to $30,000 |
| WIDE-BODY AIRCRAFT TUGS | Up to $200,000 | Up to $30,000 |
| RAILCAR MOVERS AND FREIGHT LOCOMOTIVES | Up to $1,000,000 | Up to $30,000 |
| MOBILE POWER UNITS AND AIRCRAFT GROUND POWER UNITS | Up to $300,000 | Up to $30,000 |
| MOBILE SHORE POWER CABLE MANAGEMENT SYSTEMS | Up to $500,000 | N/A |

[44] California CORE: https://californiacore.org/

| | | |
|---|---|---|
| **COMMERCIAL HARBOR CRAFT SHORE-SIDE ELECTRIC AND HYDROGEN FUELING VESSEL SUPPLY EQUIPMENT** | Up to $100,000 | N/A |
| **CONSTRUCTION EQUIPMENT** | Up to $500,000 | Up to $30,000 |
| **AGRICULTURAL EQUIPMENT** | Up to $500,000 | Up to $30,000 |
| **COMMERCIAL HARBOR CRAFT** | Up to $1,000,000 | N/A |

Source: https://ww2.arb.ca.gov/our-work/programs/clean-off-road-equipment-voucher-incentive-project/about

## SUMMARY OF CALIFORNIA FUNDING

**Table 30** summarizes California funding sources.

**TABLE 30: SUMMARY OF CALIFORNIA FUNDING SOURCES**

| SOURCE | PROGRAM/AWARD NAME | ELIGIBLE APPLICANTS | CATEGORY | APPLICATION TYPE | BENEFITING DISADVANTAGED OR LOW-INCOME COMMUNITIES | FUNDING AMOUNT |
|---|---|---|---|---|---|---|
| CALIFORNIA AIR RESOURCES BOARD | Charging Infrastructure for Government Fleets | Government Fleets | ZEV charging infrastructure | Application based on Eligibility | Disadvantaged Communities preference | Up to $30 million in total funding |
| CALIFORNIA AIR RESOURCES BOARD | Hybrid & Zero-Emission Truck & Bus Voucher Incentive Project (HVIP) | Individual owner-operators, small businesses, corporate leaders, school districts, and municipal fleets | Purchase & Sale of ZEV. Transit, Buses, Public School Buses, Drayage Trucks, Small E-Fleet | First-Come/First-Served | N/A | Vouchers Range Depending on Vehicle Class from $7,500-$400,000 |
| CALIFORNIA ENERGY COMMISSION | Energy Infrastructure Incentives For Zero-Emission (energIIZE) Commercial Vehicles | Businesses, Organizations, Nonprofits, Or Public Transit Agencies Entities Based In California | ZEV Infrastructure | Grant Application | 50% | Up to $10 Million (last round) |
| CALIFORNIA AIR RESOURCES BOARD | Clean Off-Road Equipment (CORE) Voucher Incentive Project | Manufacturers, dealers, and equipment users | Off Road Equipment | First come, first served | 50% of funds allocated and enhanced incentives | $185 Million available in total |

## LOCAL AND REGIONAL PROGRAMS

### PG&E EV FLEET PROGRAM

PG&E's EV Fleet program is tailored to fleet owners and operators in the process of electrifying their medium- and heavy-duty vehicle fleets. This includes school buses, transit buses, tractors, refuse trucks, agricultural equipment, and other vehicle types, and their related charging infrastructure. Up to $9,000 per vehicle and 50% of the cost of the EV chargers can be covered by PG&E under the program. Applicants must be existing PG&E customers, own or lease the relevant property on which the necessary charging infrastructure is to be installed and acquire at least two medium- or heavy-duty electric vehicles.[45]

### CARL MOYER PROGRAM

The Carl Moyer Memorial Air Quality Standards Attainment Program is a partnership program between CARB and California Air Quality districts, such as the Calaveras County Air Pollution Control District. This program is voluntary and seeks to reduce emissions by funding diesel, alternative-fueled, and zero-emission replacement engines, vehicles, and equipment. Applications are evaluated on a first come-first served basis until funds are exhausted. Eligible project types include:

- Equipment & vehicle replacement
- Engine replacement (repower)
- Power system conversion
- Engine Retrofit
- Battery charging & alternative fueling infrastructure.

Eligible Project Categories include:

- Agricultural equipment
- Off-road equipment
- Locomotives
- Marine vessels and equipment
- Public school buses
- Heavy-duty trucks and transit buses
- Infrastructure

[45] PG&E: EV Fleet Program: https://www.pge.com/evfleet

## SUMMARY OF LOCAL AND REGIONAL FUNDING

**Table 31** summarizes local and regional funding sources.

**TABLE 31: SUMMARY OF LOCAL AND REGIONAL FUNDING SOURCES**

| SOURCE | PROGRAM/AWARD NAME | ELIGIBLE APPLICANTS | CATEGORY | APPLICATION TYPE | BENEFITING DISADVANTAGED OR LOW-INCOME COMMUNITIES | FUNDING AMOUNT |
|---|---|---|---|---|---|---|
| PACFRIC GAS & ELECTRIC | EV Fleet Program | Fleet Owners & Operates, PG&E Customers | ZEV Purchase & Charging Infrastructure | N/A. Incentives & Rebates | N/A | $9,000 per vehicle, 50% of Charger Cost |
| CALIFORNIA AIR RESOURCES BOARD & CALAVERAS COUNTY AIR POLLUTION CONTROL DISTRICT | Carl Moyer Program | Public & Private Entities | Heavy-Duty Truck & Buses, School Buses, Transit Vehicles, Drayage Trucks, Public Agency & Utility Vehicles, Emergency Vehicles, & Solid Waste Collection Vehicles | First-Come/First-Served | N/A | Varies based on Air District |

# APPENDIX E. STRATEGIES AND RECOMMENDATIONS RELATED TO EVS AND EV CHARGERS

This appendix summarizes best practices for electrification of municipal fleets based on experience with numerous public agency fleet electrification projects.

## FLEET ELECTRIFICATION

### INTERNAL COORDINATION

- **Institute a Facility EV Charging Infrastructure Advisory Committee:** Transitioning the County and City to all-electric fleets will require significant capital investments in terms of electrical system upgrades and EV charging infrastructure purchase and installation. This will require close coordination between departmental stakeholders for capital budgeting and prioritization of capital projects by an advisory committee whose members are (or are committed to becoming) knowledgeable about these issues.

### INTERIM ACTIONS

- **Take actions to reduce emissions even before electrification:** Transitioning to an all-electric fleet takes many years. Fleets can take interim actions even before replacing existing ICE vehicles to reduce the emissions of their operations. Examples of such actions include improved driving through driver training and monitoring to reduce rapid acceleration, hard braking and excessive steering, idling reduction, use of telematics and software to improve routing and fuel economy.
- **Fleet Rightsizing:** Most fleets have more vehicles than they need. Underutilized vehicle assets should not be replaced with EVs since their emissions savings is unlikely to offset the embedded carbon of the EV's production. Therefore, fleets should evaluate which fleet assets can be surplused prior to planning electrification.

### FLEET VEHICLE REPLACEMENT

- **Build sufficient contingencies into fleet electrification budgets and schedules:** The County and City should develop plans to replace each existing fleet vehicle with suitable EV alternatives by the planned replacement year, but they should be aware that OEMs have been months or years behind in development of new EV models and delivery of current models, resulting in chronic and severe EV supply shortages. As a result, many fleets have been unable to comply with planned replacement schedules and EV prices have escalated far above budget estimates. Therefore, the County and City should expect to be able to adjust plans and budgets to address these constraints.
- **Use surcharges on existing fleet fuel purchases to fund fleet electrification:** One way to fund purchases of charging infrastructure and the incremental cost of EVs relative to ICE vehicles is by adding a modest surcharge to existing fuel sales, a practice the City of Spokane (WA) has pioneered. Over time, this has generated a sustainable funding stream independent of third-party funding sources.
- **Strategically adjust vehicle replacement schedules to accommodate automotive industry delays:** Consider delaying replacement of existing fleet vehicles lacking suitable, available fleet EV models by extending the service life of existing ICE vehicles by an extra year or two if possible if doing so would allow replacement by an EV then. If a suitable EV is not available in the near future, fleets may need to delay the replacement opportunity to the next

replacement cycle to allow the industry to provide more available products, and use the extra time to plan, permit, purchase and install charging infrastructure.

- **Focus on highest emitters first:** Prioritize replacement of existing fleet vehicles with higher GHG emissions with EVs as soon as suitable EV models exist, to maximize emissions reduction. Since emissions are largely determined by duty cycle, high-use vehicles should be the County's and City's highest priority for electrification, especially for light-duty trucks and vans for which electric models like the Ford F-150 Lighting and e-Transit are now available. Although usage is typically measured in miles, many fleet vehicles are used as mobile offices or run auxiliary equipment like HVAC systems, computers, lights, lifts, blowers, etc. powered by their batteries or hydraulic systems while idling. Thus, engine time and fuel consumption may be a more appropriate metric of vehicle use for measuring emissions and reductions thereof from those vehicles.
- **Only electrify fleet vehicles when environmentally beneficial to do so:** Some vehicles are used so infrequently or are operated so lightly that the emissions reduction benefits of electrification do not offset their lifecycle emissions due to the significant embodied carbon in current production processes of EVs and their batteries. For such vehicles, it makes more sense – both environmentally and economically – to forgo replacement until regulations mandate the adoption of zero-emission vehicles. Note that ACF may mandate electrification of underutilized MHD vehicles.
- **Replace vehicles opportunistically:** Because the cost differential between light-duty EV and equivalent ICE models is far lower than for medium- and heavy-duty EVs, fleet managers should generally focus on replacing light-duty vehicles in the near- and mid-terms and medium and heavy-duty vehicles in the medium and long terms when battery technology and economies of scale make these vehicles more cost-competitive. However, there may be opportunities for replacing certain medium and heavy-duty vehicles that fleet managers should consider. Examples include vehicle-specific incentives, grants, and rebates available for certain vehicles. In addition, electric alternatives to certain specialty vehicles offer co-benefits in addition to emissions reduction. For example, electric street sweepers generate far less noise, allowing them to comply with local noise ordinances, unlike diesel equivalents. Note that CARB's ACF rule mandates electrification of medium and heavy-duty vehicles regardless of their economics.
- **Plan for special-use vehicles:** While most fleet vehicles have similar uses and duty cycles and can therefore share EV chargers and charging strategies, certain fleet vehicles have unique design and operational characteristics that require special considerations when planning. Examples include fire engines and aid cars which need to operate for extended periods of time in emergency operations with little or no opportunity to recharge their batteries. In addition, the odometer data may not provide an accurate measurement of energy consumption because much of the fuel consumed is used to power special equipment such as pumps, lights, radios, etc. To address the emissions reduction needs of such vehicles, detailed planning is typically required for both vehicle replacement and charging infrastructure installation.
- **Collect and use data to inform planning decisions:** Vehicle replacement plans should be informed by quality data. Therefore, fleet managers should employ GPS and fleet management software to track vehicle usage actively and accurately (e.g., daily VMT, time of day use, O&M costs, etc.) to better understand the usage of the fleet to inform future planning decisions.
- **Purchase EVs to meet realistic range:** The majority of fleet vehicles drive relatively few miles per day, therefore EV driving range is unlikely to be a concern. For most fleet vehicles, the County and City should purchase EVs with smaller batteries (if a choice is available for any given

model) to reduce expenditure. Of course, for mission-critical vehicles (such as police pursuit vehicles, fire department vehicles, snow plows, etc.), where maximum range is essential, both fleets should consider buying EVs with larger batteries.

### CHARGING INFRASTRUCTURE

With respect to choosing the right charging infrastructure to fit the fleet's needs, there are many important decisions to be made by municipal fleet and facilities managers. A few crucial ones are listed here, with more details on best practices for charging equipment explained in the section on "Charging Equipment Best Practices".

- **Utility collaboration:** Electrical upgrades are often required to power the electrical loads at fleet charging facilities for sites lacking sufficient power. These typically require significant investment in electrical infrastructure such as new large transformers, switchgear, mounting pads or vaults and conduit which combined with installation, can result in the largest single cost factor or a fleet electrification project.
- **Size electrical infrastructure upgrades to meet future charging needs:** Typically, the largest single cost component of charger installation is electrical "make-ready" infrastructure including electrical transformers, switchgear, panels, conduit, trenching, site restoration etc. Therefore, Calaveras County and the City of Angels Camp should size infrastructure to provide extra electrical capacity to meet the fleet's future needs in anticipation of electrification of heavy-duty vehicles once they become more available and cost-competitive.

### PROJECT IMPLEMENTATION

- **Budget sufficient resources for projects:** Fleet electrification typically requires major capital investments. Along with the hard cost of purchasing EVs and chargers, additional investments include purchase of makeready electrical infrastructure and charger installation consisting of associated materials and equipment for installation along with site restoration when trenching is required. Soft costs such as project design, permitting, utility fees and contingencies must also be budgeted for. Collectively, these costs greatly exceed the purchase price of the chargers themselves.
- **Engage your local utility early:** One of the longest lead items that most fleets have little control over is for the provision of electrical capacity to power chargers. It can take months just to engage a typical utility in the planning process plus many more months to procure critical electrical hardware such as transformers, making utility engagement the critical path on many projects. Calaveras County and the City of Angels Camp will benefit from engaging with the Calaveras Power Agency as early as possible.
- **Implement project phasing strategically:** Recognizing that replacing the entire fleet with EVs will take over a decade, the County and City will need to be strategic in its fleet electrification investments. As previously noted, the most cost-effective fleet components to electrify first are light-duty vehicles for which suitable and cost-effective EV models can be acquired in the short term, especially for high-use vehicles. Implementation of charging infrastructure installation plans should be phased to utilize existing electrical capacity at each facility to power early phase EV purchases while funding and design for future phases is sought.
- **Leverage California's Low Carbon Fuel Standard as revenue source:** California's LCFS program empowers EV charging infrastructure owners to register credits from delivered electricity which upon monetization produce ongoing revenue through the transportation

electrification transformation. The monetization of these environmental credits is through a commodity market for producers of carbon intensive transportation fossil fuels. While carbon pricing will fluctuate depending on the market supply and demand, the revenue from the sale of clean fuel credits can generate revenue for the City that will offset a portion of the costs of fleet electrification including electricity and EVSE operation and maintenance. As a fuel user, the County's and City's fleets are eligible to register as an obligated party to generate and sell clean fuel credits for fuels they purchase and use that have a lower carbon intensity than the state standard. This includes electricity dispensed through both public and fleet EV chargers. The revenue from those credits gets reinvested back into clean fuels and clean fleet vehicles by County and City departments.

### FUTURE PROOFING

- **Keep fleet electrification plans up-to-date:** The electromobility industry is and will likely continue to be in a rapid state of change. Therefore, the implementation actions emerging from Calaveras COG's fleet electrification planning for Calaveras County and the City of Angels Camp should be reviewed and updated every two to three years. This will ensure the County and City stay abreast of rapid developments in the EV market, battery and charging technology, changes, and is able to leverage new grants, rebates, and other financial incentive opportunities.
- **Adapt to new technology:** Being open to exploring new ideas and technologies will allow fleets to capitalize on future opportunities that could revolutionize transportation. Examples of promising new technologies to adapt include Plug and Charge protocols, bidirectional charging, and automated charging. Plug and Charge protocols standardized under ISO 15118 simplify charger payments for EV drivers by creating a standardized way for EVs to electronically communicate with charging stations via a secure, encrypted digital language. Bidirectional charging will allow fleets to leverage the energy storage capacity of their combined batteries to provide charging resiliency to mission-critical fleet EVs, reduce demand charges, power buildings during power outages, mitigate power demand spikes and generate grid services revenues by selling power back to the grid. Inductive and robotic charging will make charging easier for drivers and eventually power autonomous vehicles. Dynamic inductive charging will eliminate the need for EVs to be parked while charging, allowing autonomous EV fleets to maintain state of charge while driving.

While some of such technologies are years out to reach full product maturity and adoption on a larger scale, the section on "Innovative Approaches to Fleet Charging" presents two new approaches to charging that are particularly useful for municipal fleets: battery-based mobile charging and public charging.

## CHARGING EQUIPMENT BEST PRACTICES

The following best practices and decision criteria are included to provide guidance in the sizing, selection, and placement of chargers. The issue of addressing resiliency by providing alternative sources of temporary power during utility outages is also included.

### CHARGER SIZING

The critical factors in evaluating the "size" (or power, as measured in kW) of EV chargers are the intended vehicle's battery capacity, charging acceptance rate, energy consumption, dwell time, and the quantity of EVs to be charged.

### BATTERY CAPACITY

The capacity of the battery is measured in kilowatt hours (kWh). EVs commonly purchased by fleets and the general public typically have batteries ranging in size from 40-100 kWh. Larger battery sizes can typically require longer charging durations, but greater storage capacity means reduced charging frequency.

### CHARGING ACCEPTANCE RATE

Each EV has a maximum acceptance rate for both AC and DC charging. Since this rate is the vehicles' maximum charging speed, it should be used to calculate the charging duration. While there is no current benefit for fleets and public charging station hosts to purchase higher-speed chargers, future EVs may become available with higher acceptance rates that may require installation of high-power chargers. This may especially become the case with more and more automakers adopting 800-Volt battery architecture, which support higher speeds of charging.

### EV QUANTITY

In general, if a site is planned to be used by multiple EVs, charger quantities and speed should be calculated to ensure reasonable charging times, especially if chargers are shared between multiple EVs. Fleet managers should consider the frequency with which they plan to rotate EVs though shared chargers.

### ELECTRICAL CAPACITY

The critical factor to determine charger sizing is the available electrical capacity. The electrical panel rating and the available electrical capacity at the charging facility will determine the number of chargers that can be installed and their maximum power ratings. Since many existing facilities were built without anticipating the need to charge EVs, unused capacity to accommodate significant charging infrastructure is typically not available. Here, portable charging stations such as the ones described in the section on mobile charging can be of help to reduce the peak demand imposed on the grid and thus mitigate the need for electrical service upgrades for new charging infrastructure.

### ENERGY CONSUMPTION

Vehicle energy consumption consists of its average "daily duty cycle" (average miles traveled). For fleet managers the daily duty cycle for each vehicle type can be useful to calibrate the total charging needs for a particular site.

### DWELL TIME

For municipal agencies like Calaveras County and the City of Angels Camp, assuming most fleet vehicles will charge overnight while not in use, the duration of "dwell", or stationary charging time,

determines the maximum charge duration per night. Longer dwell times mean slower chargers (chargers with smaller kW rating) can be used, which are often less expensive in terms of both purchase costs and electrical service upgrades.

### CHARGER SELECTION

Key considerations to help guide charger selection are listed below. **Table 34** summarizes recommended features and capabilities relevant to these attributes.

- **Charge plugs:** For most applications, dual-port charging stations are more cost-effective and versatile. Level 2 uses J1772 standard plugs while DCFC uses CCS standard plugs. However, these may transition to NACS/J3400 (already in use by Tesla). The ability to replace a cord or charging plug on each charger should be provided.
- **Usability:** The charger should be easy to use by drivers and the charge cord length should reach multiple stalls. The charger face plate should be easy to read in any lighting condition; color-coded lights that indicate charging status increase readability.
- **Uptime:** A warranty or service level agreement (SLA) for the chargers that also includes uptime and corrective maintenance requirements can be useful to ensure that chargers are available.
- **Ruggedness:** Outdoor charging equipment requires robust hardware as it is exposed to the elements, repeated use, and possibly abuse or vandalism. Chargers installed in garage interiors or with less public use may require less robust and costly hardware. Most charger vendors include at least a one-year warranty; some vendors include or offer optional extended warranties.
- **Connectivity:** Charging data needs to be conveyed between the chargers, controllers, and management system. Multiple connectivity options are available depending on the charger or site where the chargers are located. These include wired connections using Wi-Fi, Cellular (4G and above), and/or Ethernet.
- **Payment/data collection:** Collecting payment for charging or tracking energy usage by EVs (or for fleet managers, by departments) can occur through a variety of mechanisms. Not all chargers offer payment functionality. Publicly available EV chargers in California must have a credit card reader and mobile payment device physically located on each charger dispenser or on a kiosk serving the charger dispenser. They must also display a toll-free number for payment processing. No membership for payment may be required.
- **Data security:** Appropriate data privacy and security requirements and standards should be supported by selected chargers.
- **Efficiency:** Chargers with power load management capability are the most energy efficient; ENERGY STAR-rated chargers use 40% less energy in stand-by mode.
- **Certification:** Commercially available chargers that are certified ensures product integrity, energy efficiency, and chargers that conform with the highest safety standards. **Table 34** lists some current certifications available for EV chargers.
- **Interoperability:** Open charge point standards are critical to making EV charging hardware compatible with multiple charging software platforms, providing greater flexibility, accessibility, and affordability for the charging system operator relative to charging hardware using proprietary software. Most chargers are currently OCPP 1.6 compatible, but OCPP 2.0 is becoming increasingly available with superior functionalities explained below.

- **Future-proofing:** Charging technology changes rapidly. To maximize the lifespan of charger investments, consider the following adaptable features:
  - Open Charge Point Protocol (OCPP 2.0) compliance expands functionality beyond OCPP 1.6 by improving device management, transaction handling, security features, smart charging functionalities, bidirectional communication, and ISO 15118 support.
  - Modular architecture consists of a singular centralized controller that supports multiple charging heads that can be added over time to provide scalability to meet growing future needs.
  - Demand Response (DR) capability avoids charging during periods of peak power demand and prioritizes charging when the grid has ample electrical capacity). OpenADR 2.0 is a DR protocol that would allow chargers to be included as part of a larger DR and/or distributed energy resources (DER, such as solar or wind) project.
  - ISO 15118 Plug-and-Charge technology-ready simplifies the payment process so that the charger recognizes each fleet vehicle and automatically bills the correct account.
  - Bidirectional (V2G) charging based on ISO/IEC 15118 standards and UL 1741-SA and UL 9741 Certification.
  - The North American Charging Standard (NACS) is currently being standardized as SAE J3400 and is expected to replace the SAE J1772 by 2025. Originally developed by Tesla in 2012, it was opened up to other EV manufacturers in 2023. During the transition from J1772 to NACS, non-Tesla EV manufacturers will initially provide adaptors to allow EVs equipped with J1773 plugs to use Tesla chargers in 2024 and will add NACS plugs to their EV products the following year. Therefore chargers equipped with NACS plugs or that can be upgraded to NACS and J1772 to NACS adaptors will need to be included in future charger purchases by fleets.
- **Data collection:** Fleet or facility managers may desire data from chargers to inform future decision-making and require dependable, accessible, secure, and frequently updated systems.

**TABLE 32: RECOMMENDED EV CHARGER ATTRIBUTES**

| ATTRIBUTE | RECOMMENDED CAPABILITY OR FEATURES |
|---|---|
| CHARGE PLUGS | • Level 2: Dual-head SAE J1772 (and when available NACS) CHAdeMO for fleets with older Nissan Leaf models<br>• DCFC: Dual-head 150 kW (or faster) with CCS and NACS plugs<br>• Ability to replace cord or charger plugs to a different standard in the future if needed |
| POWER | • Capable of at least a 7.2-kW power output. |
| USABILITY | • Cable management capability with 25-foot cable length<br>• Visible charging status lights |
| UPTIME | • A warranty or service level agreement (SLA) that includes charger uptime and corrective maintenance requirements |
| RUGGEDNESS | • NEMA-4 rated to operate outdoors and in extreme weather conditions.<br>• Minimum warranty of three years |

| | |
|---|---|
| | • Field-swappable modular components |
| **CONNECTIVITY** | • Ethernet<br>• 4G or if possible, 5G wireless communication<br>• Wi-Fi<br>• Bluetooth (optional) |
| **PAYMENT/DATA COLLECTION** | • Payment collection options to include RFID or QR code, Credit/debit card tap or swipe, Apple Pay, Google Wallet, or with smartphone app<br>• Compliance with electric metering requirements in the CCR 4002.11 Electrical Vehicle Fueling Systems<br>• Provide a mobile payment device physically located on each charger dispenser or on a kiosk serving the charger dispenser.<br>• Support remote start capabilities for, at minimum, payment via a toll-free phone number.<br>• Mandatory subscription, membership, or account for payment prohibited. |
| **DATA SECURITY** | • SOC2 compliance ensures that driver and customer data is secure. |
| **EFFICIENCY** | • Load management/power sharing capability<br>• ENERGY STAR[46] rated |
| **CERTIFICATION** | • Certified by the UNDERWRITERS' Laboratories, Inc.[47] (UL), to UL 2594.<br>• Compliant with Society of Automotive Engineers (SAE) J1772 standard for charging plug connector and operational requirements[48] (Pending transition to NACS).<br>• Appropriate IEEE[49] & NEC[50] Ratings<br>• AC chargers: Energy Star certification 1.0 in compliance with WAC 194-24-200. The rule went into effect on Jan. 1, 2024, and is enforced based on the manufacturing date and not the installation date<br>• DC chargers: Certified by a NRTL to UL 2202 or UL 9741. |
| **INTEROPERABILITY** | • OCPP 1.6 Compliance and Certification<br>• Ability to meet California's Low Carbon Fuel Standard's reporting requirements |

[46] EPA's ENERGY STAR certified EV chargers provide the same functionality as standard products but use 40% less energy in standby mode: https://www.energystar.gov/productfinder/product/certified-evse/results

[47] UL is an OSHA-accredited Nationally Recognized Testing Laboratory (NRTL) that tests products, including EV charging stations, to applicable UL standards for safety. UL has multiple EV safety standards including: 2202 – Electric Vehicle (EV) Charging System Equipment; 2594 – Electric Vehicle Supply Equipment (EVSE); 2251 – Plugs, Receptacles and Couplers for Electric Vehicles; 62 – Flexible Cords and Cables; 2231-1 & -2 - Personnel Protection for EVSEs and 9741 – Bidirectional EV Charging System Equipment: https://www.ul.com/resources/apps/product-iq

[48] Society of Automotive Engineers (SAE) J1772 covers the general physical, electrical, functional and performance requirements to facilitate conductive charging of EV/PHEV vehicles in North America. https://www.sae.org/standards/content/j1772_201710/

[49] IEEE 1547: Interconnecting Distributed Resources with Electric Power Systems and IEEE 1547.1: Conformance Test Procedures for Equipment Interconnecting Distributed Resources with Electric Power Systems. https://standards.ieee.org/standard/1547-2018.html

[50] Section 625 of The National Electrical Code regulates electrical conductors and equipment supporting EV charging. https://www.ecmweb.com/national-electrical-code/article/20899765/article-625-electric-vehicle-charging-systems

| | |
|---|---|
| **FUTURE PROOFING** | • OCPP 2.0 compliance and certification<br>• Modular architecture and scalability<br>• Demand Response capable, such as through OpenADR 2.0 compliance<br>• ISO 15118 Plug and Charge technology-ready<br>• Bidirectional (V2G) charging[51] based on ISO/IEC 15118 standards and UL 1741-SA and UL 9741 Certification.<br>• Energy Star 1.2 |
| **DATA COLLECTION** | • Capacity to accurately record and produce the number of unique charging events, average duration of each charging event, kilowatt hours delivered by each charger and downtime at each charger by month<br>• Cloud-based dashboard portal |

## CHARGER PLACEMEMENT AND INSTALLATION

To optimize operational efficiency and reduce installation costs, when planning to place or install EV chargers, consider the four factors below:

### 1. Electrical service

- Providing power for chargers is typically the most complex and expensive part of EV charger projects, especially for large-scale charger installations like fleet depots that typically lack sufficient existing electrical capacity for deployment of large numbers of chargers and therefore will require electrical service upgrades from the local utility. Depending on the site, providing power to the chargers can be simple or complex. Where appropriate, multiple options for providing power such as from the utility-owned transformer or from the site host facility's electrical room should be considered.
- Evaluate capacity of electrical infrastructure (utility service and electrical panel) to support immediate and long-term vehicle charging needs. Identify costs for necessary electrical service upgrades in collaboration with local utilities and/or a qualified electrician.
- To help minimize costs, choose charging locations that are as close as possible to existing or proposed electrical service infrastructure and other EV charging stalls.
- Plan electrical raceway or conduit runs for electrical wiring and data cables from the electrical panel serving the chargers and consider a layout that minimizes linear conduit distances to all proposed EV charger-equipped parking spaces.
- If possible, install chargers during construction, remodels, or other facility upgrades planned to reduce costs and minimize construction impacts.
- Charger hosts should consider different strategies to separate meters for building and electric vehicle charging uses to manage peak load impact on the grid and minimize demand charges for electric vehicles.

### 2. Charger location and layout

[51] https://www.charinev.org/news/news-detail-2018/news/the-five-levels-of-grid-integration-charin-ev-grid-integration-roadmap-published/

- Key considerations for siting fleet chargers include proximity to available power, user convenience, and parking facility operations.
- To reduce the cost of conduit and conductor installation and minimize voltage drop, chargers should be located as close to the power source as possible. To maximize convenience, chargers should be placed in accessible locations as close as possible to charger-equipped parking stalls. Chargers should also be clustered together to help fleet managers, especially if chargers are to be shared.
- If possible, surface-mount conduit along wall surfaces to avoid more costly trenching under paved surfaces. If wall or column mounting is not feasible, trench beneath planting strips to reduce cutting and re-paving costs and to minimize disruptions during construction.
- Identify suitable locations with smooth, plumb surfaces for wall mounted charging stations if possible or suitable floor surfaces for pedestal mount stations. If possible, use wall-mounted chargers to avoid the need for pedestals which are more costly and complex to install.
- To maximize charging capacity, consider installing dual-port pedestal mount stations with long charge cords (up to 25'). Many chargers include optional cord management systems such as retracting reels to minimize trip hazards. Depending on parking configuration, a single charger or dual head charger pair can serve up to eight parking stalls.
- To comply with the Americans with Disabilities Act (ADA), the charging station must not block ramps or pathways, and cables should not extend across ramps or pathways when connected to a vehicle.
- Where feasible, avoid locating chargers under trees where sap, pollen, or leaves would fall on the charging station.
- To better accommodate the varied charge port locations on different EVs, use perpendicular (90 degree) parking stalls that allow a vehicle to enter either front-first or rear-first instead of parallel or diagonal stall parking.
- Check local requirements for accessibility and pathway width, sometimes called "path of travel" to ensure charger placement does not restrict sidewalk use.
- Plan locations for easy and cost-effective future charger installation, typically adjacent to other EV charging stalls.

**3. Operational considerations**

- Provide adequate lighting activated by motion sensors for safe night-time access and consider weather protection.
- Consider siting chargers in areas with good visibility and securely affixed to the ground or wall.
- Closed-circuit television (CCTV) surveillance is an additional option, especially in low visibility public areas, to prevent theft and vandalism.
- Ensure chargers are easily identified and install signage or wayfinding as needed.
- Provide protective bollards and wheel blocks where appropriate, especially on sloped sites.

**4. Data connectivity**

- Chargers recommended for public use or fleet vehicles should be smart or at least enhanced with smart charging capability with add-on technology like Cyber Switching, or PowerFlex. This is to provide data on charging and energy use to fleet and facilities managers as well as

to provide the benefits of load management. To be smart, chargers must be able to transmit data which requires cellular connectivity, WiFi, or ethernet.

- In general, smart chargers use cellular signals to communicate with the cloud. Stand-alone chargers have their own integral modems while modular chargers communicate to a central control hub using ethernet or WiFi that communicates to the cloud via a cellular modem or through the facility's internet. To ensure dependable coverage, communication systems need to be stand-alone and not be dependent on the building's WiFi system.
- Measure cellular signal levels to ensure adequate coverage where smart chargers will be installed. Underground or enclosed parking structures may require cellular repeaters to ensure adequate signal strength to chargers.

## INNOVATIVE APPROACHES TO FLEET CHARGING

For fleet facilities not owned by Calaveras County or the City of Angels Camp, a variety of charging options are available, including portable charging, mobile charging-as-a-service, and the use of public charging infrastructure. Different approaches and available product offerings for these newer, innovative approaches to charging public fleets are presented in the following.

### MOBILE FLEET CHARGING

Mobile charging options could be among those to consider to provide additional operational flexibility, avoid unnecessary load draws when feasible, or provide charging at locations not owned and controlled by the County or City. Most mobile charging solutions on the market today are chargers that are part of a vehicle carrying a battery designed to serve multiple light-duty vehicles' charging needs or at least a few medium or heavy-duty vehicles at a time. Such products would be able to serve fleet vehicles that are based at facilities not owned or controlled by the County or County, as well as facilities that do not have sufficient electrical capacity to serve the changing needs of the vehicles based at that site.

Examples of such mobile systems are presented below. For the last couple of years, there have been various products entering the mobile charging market, often from innovative start-ups aiming to provide new charging solutions particularly for municipal or commercial electric vehicle fleets.

The list of discussed vendors does not represent a holistic market representation, but is an overview of exemplary systems with features suitable for fleets such as Calaveras County's and the City of Angel Camp's:

- The Dannar Mobile Power Station (**Figure 7**) is a full-sized vehicle consisting of a motorized chassis supporting a large storage battery. The DANNAR 4.00 base configuration comes with a 250-kWh Li-Ion battery pack and can be upgraded with additional packs for a total of either 375 or 50 kWh of on-board electricity. In addition, such a mobile station can be configured with a large selection of optional attachments such as scissor lifts, forklift masts, dump beds, water tanks, electric water pumps, or portable light units.

- The XOS Hub™[52] (**Figure 8**) is a trailer-mounted mobile charging solution capable of charging up to 5 vehicles at one time using CCS plugs. This standard-sized trailer can be hauled to various fleet at facilities that don't have chargers to deploy fleet EVs without the need for capital investments in the facility as well as to store energy to avoid peak-time demand charges. Powered by a 390-kWh battery, it is sized for relatively small fleet facilities with limited available space for fleet EVs with light to moderate duty cycles. It can be charged with a 3-phase, 480-V charge rate and can deliver its stored electricity to the connected vehicles with up to 40 kW each. The hub is networked with LTE and Wi-Fi interfaces.



**FIGURE 7: DANNAR MOBILE POWER STATION. SOURCE: DANNAR**




**FIGURE 8: XOS HUB MOBILE CHARGING SOLUTION. SOURCE: XOS**

## MOBILE CHARGING-AS-A-SERVICE

Some providers offer mobile charging options as a service ("charging-as-a-service"). Such companies can take on the role of providing charging for electrified fleets at leased facilities, during temporary on-site fleet operations (such as at a construction site), or whenever there is an unexpected outage or a power demand that cannot be met with existing utility infrastructure. Such firms provide on-demand backup solutions, especially useful in early phases of the fleet transition towards electric vehicles. These solutions can also help provide sufficient electrical power on a temporary basis before utility-side electrical infrastructure upgrades are completed.

This is a scalable way to expand electrical supply to meet load growth far quicker and potentially more cost-effectively than adding new switchgear, transformers and conductors or even substations. This could be quickly provided as an interim solution for facilities awaiting electrical service upgrades from electrical utilities but could prove to be more cost-effective in the long-term depending on the local utility situation. For leased facilities or other fleet domiciles that are not

[52] https://www.xostrucks.com/xes/#mobilecharging

owned by the fleet operator, it provides a way to power charging without the need to make major infrastructure investments at each site.

Because battery-powered charging is also independent of the power grid, resiliency from power outages is an important co-benefit. And being mobile, batteries can quickly be replaced by freshly recharged batteries trucked to the site whenever needed.

Mobile Charging-as-a-service is a rapidly evolving industry. The SparkCharge charging-as-a-service for fleets[53] promises to be operational within 14 days, avoiding the need for any installation or construction. Another promising company that has been in the battery business since 2007 and is making a lot of traction with grid-scale portable power is Joule Case. Such options can be an excellent fit for fleet facilities of all sizes due to their stackable, scalable nature. Joule Case offers turnkey commercial power solutions to fit any level of energy consumption from EV Fleet charging needs. Their modular, stackable, exchangeable systems are self-contained energy storage and charging infrastructure. As a result, no major additional infrastructure or permitting is typically required for installation. Joule Case also offers leasing options providing flexibility for different applications. These include Charging-as-a-Service, long-term leases, or for multiple charging events.



**FIGURE 9: SPARKCHARGE'S ROADIE PORTABLE DC FAST CHARGER. SOURCE: SPARKCHARGE**



**FIGURE 10: JOULE CASE BATTERY MODULES WITH CHARGING PEDESTAL. SOURCE: JOULE CASE**

Shoals offers a modular charging solution called Fuel that can be deployed at an existing fleet site or depot in about 1-3 days, while drastically reducing the need for construction work as well as material and cable costs. The system provides a "power center" that comprises a built-in transformer capable of stepping down a 480-V input voltage. The unit connects to charging stations from any vendor via above-ground cable guards that eliminate the need for trenching and can withstand vehicles of up to 10,000 lbs. driving across them.

[53] https://www.sparkcharge.io/pages/sparkcharge-fleet

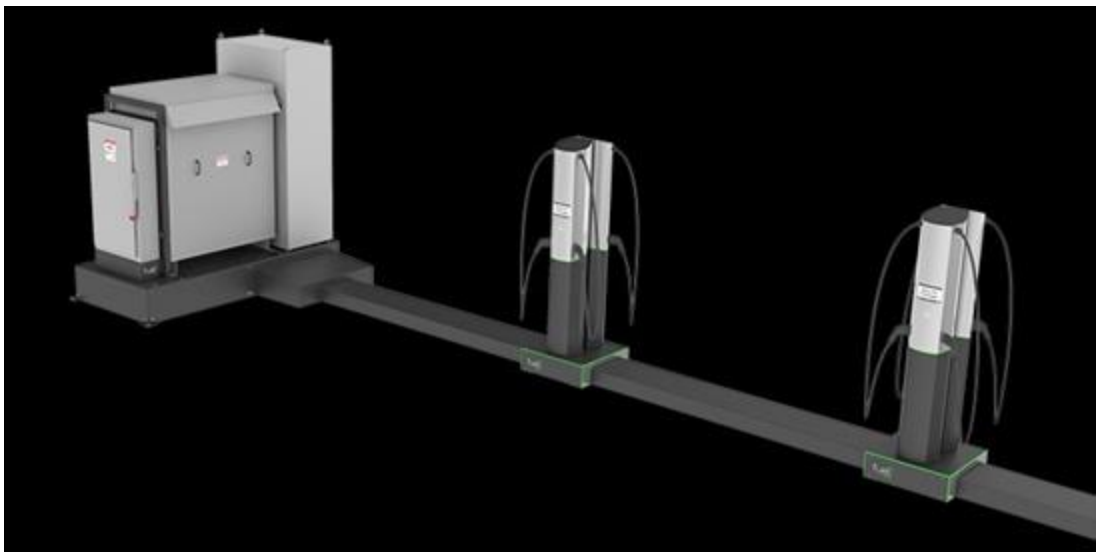


**FIGURE 11: SHOALS FUEL EV CHARGING SOLUTION. SOURCE: SHOALS**

### USE OF PUBLIC CHARGING

Fleets generally charge their EVs overnight at fleet domicile facilities. However, fleet EVs can also use public chargers, especially for opportunity charging when driving long distances. Opportunity charging using publicly available high-output DC fast chargers can provide a convenient and cost-effective way for municipal fleets to supplement their own charging infrastructure to maintain uninterrupted vehicle availability in times of high usage or as a backup option for emergency response vehicles. While not as ubiquitous as in larger urban areas of California, public charging networks like EVgo and Electrify America have deployed charging stations in Calaveras County and more will be constructed with the help of NEVI and other public funding and increasing private investment.

**Figure 12** below shows currently available public EV chargers in Calaveras County in relation to existing County and City facilities.

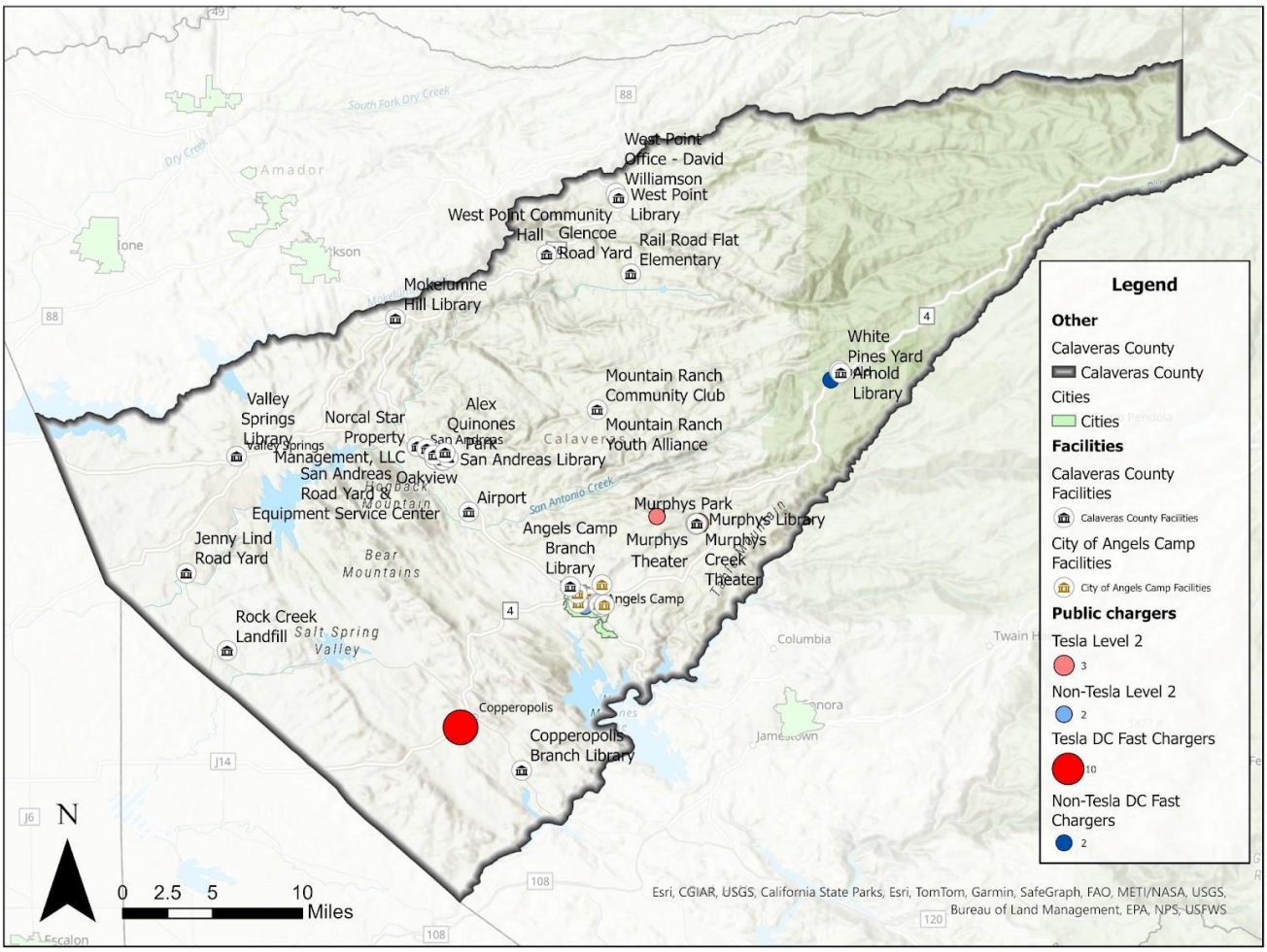



**FIGURE 12: PUBLIC EV CHARGERS IN CALAVERAS COUNTY. SOURCE: AFDC, PLUGSHARE, CALAVERAS COG**

The largest public charging network as discussed, was developed, and continues to be operated by Tesla for the exclusive use of Tesla EVs. However, in May of 2023, Ford and Tesla announced that Ford would have access to 12,000 chargers in Tesla's Supercharger network. Several weeks later in early June, GM and Rivian followed suit with a similar deal with Tesla and since then, the majority of other OEMs have made similar announcements.

Tesla's charging network has long been the envy of all EV drivers as Tesla Superchargers are strategically sited and more abundant than other high-speed chargers available to the public. They are also generally easier for EV drivers to use thanks to their plug-and-charge functionality and more reliable than other networks.

By gaining access to the nation's most accessible, reliable, and fastest charging network, fleets and other Ford and GM drivers will be able to avoid capital expenditures by not having to invest in their own supplemental DC fast chargers, or at least may need fewer of them since fast, abundant, and reliable chargers will soon be available at Tesla's charging stations.

The rapid adoption of EVs by the public and the relatively long charging times (by comparison to liquid fuels) presents a business opportunity for a new industry of commercial charging destinations with amenities for drivers while charging their EVs. For example, Electrify America is planning a handful of "showcase stations" with up to 20 DC fast chargers, plus amenities like customer lounges and solar canopies to shield customers from sun and foul weather, vehicle showcases, and security cameras plus additional lighting for increased safety. Mercedes-Benz will also be developing its own EV fast-charging network with more than 400 North American charging sites, with a total of 2,500 350-kw DC fast-charging connectors in place by 2027. Charging sites will be spaced at regular intervals along highways, close to major intersections and metropolitan areas, with an emphasis on sites near shopping or restaurants, as well as Mercedes dealerships. Amenities like restrooms and some form of shelter from the weather, as well as video surveillance, will also be included. Startups like Rove include 40 publicly accessible DC fast chargers some of which will offer up to 350 kW, plus a 24/7 indoor lounge, outdoor seating with Wi-Fi, restrooms, car wash, and a Recharge by Gelson’s market. There will also be nighttime security guards and a fenced-in pet area.

# APPENDIX F. BACK-UP POWER AND RESILIENCY

Fleets operating mission-critical EVs need to be able to charge independently of the power supply. Most of the County's mission-critical vehicles are domiciled at the Government Center and the Sheriff's Office, which are in close proximity to each other. The City of Angels Camp's mission-critical vehicles are domiciled at 200 Monte Verda St. (Police Department, City Hall, Corp Yard) and Fire Department. Therefore, each of these will need to provide backup power for fleet EV charging as summarized below in **Table 33** during extended power outages.

**TABLE 33: ELECTRICAL DEMANDS OF MISSION-CRITICAL FLEET FACILITIES**

| SITE | DAILY DEMAND [KWH] | AVERAGE LOAD (IF CHARGING OVERNIGHT OVER 12 HOURS) [KW] | PEAK LOAD (BASED ON RECOMMENDED CHARGERS) [KW] |
|---|---|---|---|
| **CALAVERAS COUNTY** | | | |
| GOVERNMENT CENTER | 3,720 | 310 | 1,822 |
| SHERIFF'S OFFICE | 3,133 | 261 | 2,103 |
| **CITY OF ANGELS CAMP** | | | |
| 200 MONTE VERDA ST. (POLICE DEPARTMENT, CITY HALL, CORP YARD) | 447 | 37 | 884 |
| FIRE DEPARTMENT | 127 | 11 | 29 |

The conventional approach would be to install an additional pad-mounted generator, replace an existing generator with a larger unit, or install a plug for quick connection to a portable trailer-mounted generator. Alternative approaches that respect zero-emission targets and mandates include deploying a microgrid to utilize a solar array, preferably with battery energy storage, and/or the use of bidirectional chargers using fleet EVs to charge one another. For example, the Ford F-150 Lightning has integral charging ports that could be used to charge other fleet EVs. Some of the currently available zero-emission resiliency and backup options are explained below.

## BACKUP GENERATORS

Conventional fuel back-up generators are available in sizes up to 2,000 kW. These generators can be permanently installed at facilities for dependability and ease of operations or can be mounted on trailers to provide greater flexibility for fleet operators. If any County or City-owned generators have spare capacity, existing generators could be used to power chargers. However, backup generators are typically sized for existing building loads. If additional generation capacity is limited, the County and City could install a generator at one or more of their primary fleet facilities where emergency-response vehicles are domiciled or at least provide quick connect couplings and an adjacent space to park a trailer-mounted portable generator. Portable generators offer flexibility but typically cost up to 30% more to purchase.

Backup generators can be powered by diesel fuel or other liquid fuel sources like natural gas or propane. To help achieve the carbon reduction goals, renewable diesel—a hydrocarbon diesel fuel produced by hydro-processing of fats, vegetable oils, and waste cooking oils—could be substituted

for standard petroleum diesel. According to industry sources like Neste[54], which is available from two distributors in Stockton, such a substitution reduces lifecycle emissions by up to 80% compared to petroleum diesel.



**FIGURE 13: TRAILER-MOUNTED 625-680 KVA MOBILE GENERATOR. SOURCE: HIPOWER**

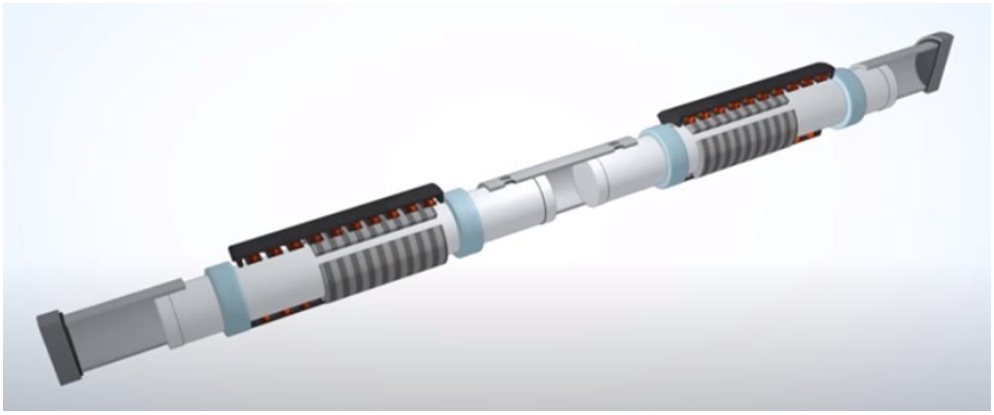


**FIGURE 14: MAINSPRING LINEAR GENERATOR**

An alternative to traditional internal combustion powered generators are linear generators, which follow a more fuel-agnostic approach. Linear generators can typically run on a range of fuels including natural gas, biogas, hydrogen, ammonia, and syngas. They are functionally different to conventional generators in that they utilize a flameless compression reaction of the fuel gas in use. The expansion of the gas upon reaction drives the generation of electricity in the linear generator. Mainspring[55] offers a scalable product that can provide 480-V output voltage starting at an output power of 230 kW which could easily power a dual-port DC Fast Charger at any of the County's or City's facilities. In an existing configuration, the linear generator runs on natural gas or biogas with a hydrogen blend of up to 30%, but the system is capable of running 100% on either hydrogen or

[54] https://www.neste.us/neste-my-renewable-diesel/find-fuel

[55] https://www.mainspringenergy.com/solutions/

ammonia. An example of linear generators deployed in California include a new installation to power charging for Prologis's drayage fleet.

## HYDROGEN FUEL CELLS

Fuel cells are a rapidly growing form of grid-independent generation that can, depending on the energy feedstock and conversion process, be environmentally sustainable. Fuel cells combine the fuel (typically hydrogen) with oxygen to shed electrons and generate an electric current. In the case of hydrogen fuel cells, the only byproducts of this process are: electrical current, water ($H_2O$), and heat. There are several major companies that can provide this type of generation, including Bloom Energy and Kaizen Clean Energy. Their technology is stackable, scalable, and requires only limited physical space.

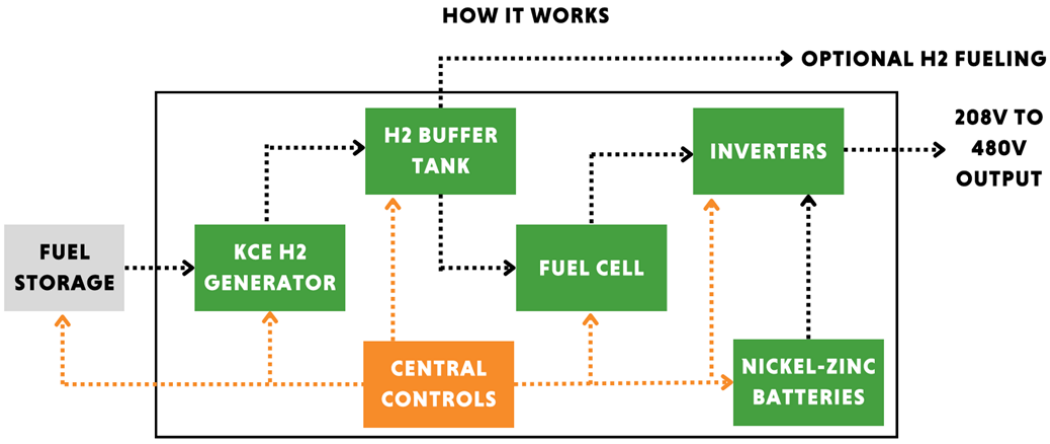



**FIGURE 15: SCHEMATIC OF HYDROGEN FUEL CELL POWERED CHARGERS (SOURCE: KAIZEN CLEAN ENERGY)**

The capital investment required for a fuel cell's initial infrastructure and the cost of hydrogen can be expensive; however, compared to the footprint and efficiency of other forms of power generation such as generators, solar PV or wind turbines, they can be a useful alternative or complementary technology.

Since generators and fuel cells are costly and fuel consuming, several alternative approaches to provide resiliency for fleet fueling during power outages are based on the use of distributed energy resources (DER) and battery storage as explained below.

## BATTERY ENERGY STORAGE

Battery storage is a technology that enables electrical energy to be stored for later use. A battery energy storage system (BESS) is an electrochemical device that charges (or collects energy) from the grid and then discharges that energy when needed such as during a power outage or to reduce demand on the grid. Like generators, a BESS can be permanently installed or be portable. Examples range from chargers with integrated batteries like Freewire Technology's Boost chargers, to small portable units, like the Dannar Mobile Power Station, to on- and off-site grid-scale storage battery facilities, like Joule's modular battery system.

Improvements in energy storage technology have improved space efficiency too. For example, Joule's battery modules are only 4' wide, 4' high and 8' long and available with up to 300kWh of storage capacity. Therefore, a single standard parking stall would provide sufficient space for up to four adjacent modules with 1,200kWh of storage capacity. Since these are stackable, a second row of battery modules would double this capacity to 2,400kWh which would be sufficient to fully charge 40 typical light duty EVs. As battery technologies continue to improve in terms of energy density and lower cost, the use of BESS will become increasingly viable.



**FIGURE 16: JOULE'S MODULAR, STACKABLE, CHAINABLE BATTERY SYSTEM (LEFT), DANNAR MOBILE POWER STATION (RIGHT)**

One of the main distinctions of types of BESS is whether it is designed to be installed permanently or whether it is a portable or temporary solution. Permanently installed BESS can provide backup power for spontaneous grid outages (blackouts and brownouts, or partial outages) as well as mitigate the daily peak charging demand by replacing all or parts of the power draw from the existing utility service with its own electricity. Mobile or temporary BESS, on the other hand, provide a flexible solution for fleet applications in which less certainty exists around where and when additional or backup power will be needed. Mobile battery systems can be deployed at specific sites on short notice and moved to a different location when needed.

Some third-party charging-as-a-service providers offer large mobile batteries delivered by truck that can power onsite chargers. One startup is StorEdgeAI[56] which will offer a mobile battery-based charging supply solution at less than half the cost of gasoline fueling. StorEdgeAI hopes to deliver bulk electricity daily, independent of the utility grid, directly from large renewable plants to EV charging locations such as fleet depots. StorEdgeAI's technology enables one mobile battery unit (with several MWh onboard on a 30' shipping container) to fulfill the daily energy needs for over 100 light-duty EVs. Mobile battery fleet size scales incrementally with demand (as fleet

[56] https://storedge-ai.com/

electrification grows), removing upfront investment risk. Such solutions require no utility grid upgrades or onsite utility distribution infrastructure.

## SOLAR

Instead of or in addition to back-up generators or batteries, EV charging operations can be protected from power supply interruptions by on-site renewable generation like photovoltaic solar panels coupled with on-site energy storage batteries.

Solar power is becoming an increasingly viable source of power for EV charging because of improvements in energy collection and storage technology. Solar technologies provide environmental benefits due to a lack of carbon emissions and resiliency benefits from an ability to operate with independence from the electrical grid during disruptions or emergencies. One example of this is a transportable turnkey vehicle charging station called EV ARC powered by a tracking solar canopy and lithium-ion battery storage developed by Beam, formerly Envision Solar International, that may be very appropriate for multiple fleet applications. This modular solar charging platform is designed to be operated independently from the grid or it can be grid-buffered. They require no construction nor ground disturbance and therefore can be installed and set up quickly at the charging site without permitting and essentially no operating cost. The company has recently developed an upgraded version of the company's existing standard EV ARC shown in **Figure 17**, the High Powered EV ARC, which can be equipped with 38-51kWh of battery storage, 40 Amp power supply, and an 8.4-kW Level 2 charger or a 12.5kW DC charger. The charger can split dynamically among as many as six J1772 charging ports. The high-powered EV ARC is able to be daisy chained or stacked with surface cabling to support 50kW DC fast charging, which is able to produce 1,000 miles of EV driving range per day on average, depending on site location and amount of sunlight.




**FIGURE 17: BEAM EV ARC SOLAR-POWERED EV CHARGER WITH BUILT-IN BACKUP ENERGY STORAGE. SOURCE: BEAM**

Another solar powered charger option is Paired Power's Pair Tree, consisting of a 5kW solar canopy with bi-facial modules coupled with a 43kWh storage battery for charging when the sun isn't

shining. Each Pair Tree contains dual 5kW Level 2 charging ports, LED lighting and parking bollards, a software app for full charging control including reservations via smartphone.

Solar powered EV chargers such as Beam's EV ARC or Paired Power's Pair Tree can be islanded (no grid connection) to simplify installation. However, they can also be connected to the grid.

## MICROWIND

Another potential source of distributed renewable energy for powering EV chargers is wind. Due to technological advances, small wind turbines that spin in as little as 5-mph wind can provide up to 10 kW of power, enough to supply a medium output Level 2 charger. Flowgen Technology, a Swiss cleantech company, designs, manufactures, and constructs these turbines as well as "smart microgrids" combined with battery energy storage and smart controls to optimize microgrid performance. These smart microgrids can operate autonomously (in "island mode"), daisy-chained to create to scale (kW-MW) with interoperability control and communication and can also be connected to the larger utility grid, making it more adaptable and resilient and reduces stress on the utility grid.



**FIGURE 18: 10-KW MICROWIND TURBINES WITH SOLAR AND BUILT-IN BACKUP ENERGY STORAGE. SOURCE: FLOWGEN**

## MOBILE MICROGRIDS

At least one company, CE+T America, has combined multiple distributed energy components (DER) into a stand-alone pre-wired mobile microgrid mounted on an 8'x20' skid that can fit in a single standard parking stall. The Watt2Go mobile microgrid (W2G) power system supports EV charging with an option to mount Level 2 or DCFC stations on a W2G single skid. The system architecture can be configured in a controlled environment using CE+T's "DEPGreen" design configurator in real-time to meet specific energy requirements. The W2G can operate in grid connected or autonomously in island mode using combinations of conventional and new generation and storage technologies, such as generators, solar PV, MicroWind, LFP batteries and fuel cells. Because they are skid-mounted modular microgrids, they can be deployed in less than a day and be relocated via

truck from one fleet facility to another if needed. Like other recommended EV charging technologies, the single skid W2G is modular and scalable up to 240 kW of power and 515 kWh capacity and capable of being stacked to MW size with full interoperability to meet the needs of larger fleets.

## BIDIRECTIONAL CHARGING

A promising emerging technology is bidirectional charging. Bidirectional charging refers to being able to charge EVs and draw power back from an EV's battery as a power supply. Bidirectional charging combines the use of a bidirectional charger, a bidirectionally enabled battery-electric vehicle and a software management program. This combination of assets enables EVs to deliver two-way (bidirectional) power flow by drawing power from the grid or a building and discharging energy back into a building or the grid. Each component of bidirectional charging is explained below. Collectively, these technologies are commonly known as "vehicle-to-everything" or simply "V2X". Bidirectional chargers are available in the US by international charging vendors like Borg Warner, Wallbox and Nuvve as well as domestic startups like Fermata Energy.

**Vehicle-to-Grid (V2G):** Enables surplus EV battery capacity to be exported back to the grid to provide a variety of grid services for grid operators and utilities, including system-wide load management, frequency regulation, renewables integration, power-outage resiliency, etc. Such services are also referred to as vehicle-grid-integration (VGI).

**Vehicle-to-Building (V2B):** Vehicle-to-Building services, which are behind the meter, non-export-to-grid activities, refer to the dispatch of power from a bidirectional EV to a commercial or residential building. The main application of V2B is demand charge management on facilities with high to moderate demand charges. SMUD currently has demand charges especially during weekdays in the summer, and this could change in the future as electrical demand grows while hydro capacity dips during system-wide summer peaks and the grid becomes increasingly dependent on renewable, intermittent energy sources like wind and solar.

V2B can also provide disaster resiliency/back-up power for buildings through sharing of power between the buildings co-located with the fleet parking facility and the vehicles that charge there, allowing buildings to borrow stored electricity from the EV batteries. This way, EVs could provide emergency dispatchable mobile backup power capacity during power outages.

**Vehicle-to-Vehicle (V2V):** Allows EVs to transfer power to and from each other's batteries. Since utilization by most fleet vehicles is well within the battery range of currently available EVs, a substantial surplus power is typically available. As battery capacity expands far beyond the daily range needs of most fleets, this surplus capacity will likely expand even more. This power could be shuffled between vehicles via a microgrid or backup generator on an as-needed basis, reducing demands on fleet charging infrastructure as well as on the grid. During power outages, mission critical vehicles, like police cruisers and fire department apparatus, could draw power from non-mission critical vehicles, allowing their batteries to function as backup power storage reducing the need for investments in backup energy storage and emergency generators. A practical application would be to use an EV, e.g., Ford F-150 Lightning with onboard power outlets, to charge other utility vehicles. Other solutions include other EVs capable of bidirectional charging such as a Nissan, Hyundai, or Kia connected to charging stations that are each capable of bidirectional

charging. The charging station, or the underlying charge management software, could then request the charging of a specific vehicle using the energy stored in a different vehicles' batteries.

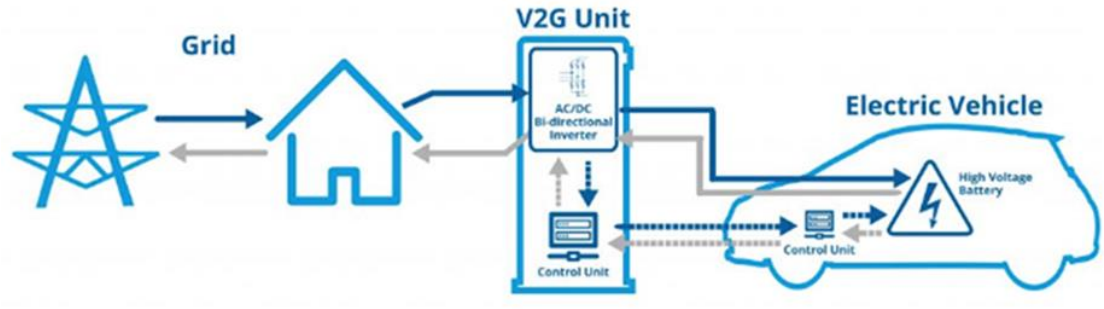



**FIGURE 19: BIDIRECTIONAL CHARGING. SOURCE: FLEETCARMA**

**Benefits:** Bidirectional charging will provide a variety of benefits to fleets, facilities, and utilities, including potential revenue from grid services, cost reduction through avoided demand charges and resiliency for buildings and vehicles using EV batteries providing backup energy storage. This technology unlocks the significant energy storage potential of EVs and enables EV batteries to provide valuable energy services to buildings and the electric grid. Most privately-owned EVs are parked 95% of the time (as are privately-owned combustion engine vehicles), and even fleet EVs are typically parked more than 60-70% of the time. This offers abundant sources of mobile, distributed, and dispatchable capacity.

**Disadvantages:** Unfortunately, universal bidirectional EV chargers are not yet available. Every OEM (like Ford) tends to have proprietary software or communication protocols to allow their EVs to talk to other equipment. Most of it is due to liability concerns so all equipment requires compatibility certification. The current lack of bidirectional charging standards are expected to remain until standards are approved through CharIN by 2025. Bidirectional charging should be considered by fleets to be an emerging technology that will change quickly and should be tracked on an on-going basis as it will likely revolutionize the industry. Another challenge is the lack of current standards for V2G and V2B and open architecture, potentially resulting in compatibility limitations.

Some vehicle OEMs, including Ford, GM, Rivian, and Hyundai, are embracing bidirectional charging technology by aiming to include this capability in their current or future EV model offerings. Additionally, commercially available bidirectional chargers are limited to a few options including the Fermata Energy FE-15 and the Ford Charge Station Pro[57], Wallbox Quasar II and a pair of DCFC from Borg Warner. In addition, more such charging products are under development by many different companies so it is reasonable to assume that bidirectional charging will be part of future EV and charger models and that it will be increasingly deployed given its unique resiliency benefits, potential to mitigate partial or full grid power outages and other benefits.

[57] https://www.solarpowerworldonline.com/2023/02/what-is-bidirectional-ev-charging/

## CONCLUSION

The need for back-up power is growing rapidly as both vehicles and facilities transition from fossil fuels like gasoline, diesel, and natural gas to electricity. This is increasing strain on the electrical grid and the risk of brownouts and public safety power shutoffs events is a critical concern for fleet operators, especially for mission critical EV fleets. Industry has only recently begun to react to this demand with a variety of innovative resiliency solutions, many of which are novel and unproven. For fleets like Calaveras County's or Angels Camp's domiciled at multiple locations, each with unique site conditions, different vehicle types and power demands, the fleets will likely need to deploy a variety of approaches, rather than selecting specific technologies. For example, solar combined with BESS makes sense where space is sufficient and mobile battery powered chargers could be used at multiple sites to supplement and distribute power produced by backup generators. In the future, once accepted by more automotive and EV charger OEMs and standardized, V2V will likely be the most cost-effective approach since the City will be acquiring significant battery capacity integral to its growing EV fleet and the incremental cost of bidirectional chargers is negligible. For now, the fleets should continue to monitor improvements to resiliency technology as it improves and standardizes and make purchases as needed during implementation of this plan.

**Table 34** below summarizes the advantages and disadvantages of these backup power alternatives.

**TABLE 34: COMPARISON OF BACKUP POWER OPTIONS**

| TECHNOLOGY | ADVANTAGES | DISADVANTAGES |
|---|---|---|
| GENERATORS | • Flexibility<br>• Can be mobile<br>• Availability through purchase or lease | • Noisy when running<br>• Fuel consumption<br>• Potential emissions<br>• Occupies physical space |
| FUEL CELLS | • Zero emissions<br>• Silent operations<br>• Flexibility | • Fuel consumption<br>• Occupies physical space |
| BATTERY ENERGY STORAGE | • Zero emissions<br>• Silent operations<br>• Flexibility<br>• Can be mobile<br>• Availability through purchase or lease | • Needs power supply<br>• Occupies physical space |
| SOLAR | • Zero emissions<br>• Silent operations<br>• Can be independent of power grid | • Daylight only, or requires battery energy storage<br>• Needs solar access<br>• Requires large open area |
| MICROWIND | • Zero emissions<br>• Can be independent of power grid | • Wind-dependent and requires battery energy storage |

| TECHNOLOGY | ADVANTAGES | DISADVANTAGES |
|---|---|---|
| **BIDIRECTIONAL CHARGING (V2X)** | • Zero emissions<br>• Silent operations<br>• Flexibility<br>• Can be mobile<br>• Can be independent of power grid<br>• Utilizes existing assets (EV batteries)<br>• Requires no additional space | • Requires bidirectional EVs and chargers<br>• Lack of industry standards (CharIN) |

# APPENDIX G. COST ESTIMATES ASSUMPTIONS

This appendix describes the assumptions made to develop planning-level cost estimates for the fleet EV charging infrastructure as recommended to be phased in over time at the four County and City facilities.

## CAPITAL EXPENDITURE (CAPEX) ESTIMATES

Each of these categories of project capital costs are listed and explained below.

### HARD COSTS

#### EV Chargers

This includes:

- Level 2 EV chargers
  - Low-output (~6.7 kW), ChargePoint CT4000 or equivalent
  - Medium-output (~11.5 kW), ChargePoint CPF50 or equivalent
  - High-output (~19.2 kW), Chargepoint CP6000 or equivalent
- Power cords and cable management for Level 2 chargers
- DC fast chargers (150 kW Chargepoint/Blink/ABB or equivalent)
- Gateway module/load Management Devices

Note: This excludes costs for warranties because the standard warranty that the vendor offers is part of the cost estimate tool.

#### Materials/Equipment

This includes costs of purchasing and installing materials typically required for fleet EV charging projects (other than the EV chargers themselves) including the following items:

- Wiring
- Conduit Systems (underground and/or surface-mounted)
- Trenching and/or directional drilling
- Pull Boxes (installed in the ground and/or surface-mounted)
- Aerial wire spans
- Footings for installation of EV charger pedestals and electrical service panels
- Bollards
- Wheel stops
- Step-down transformers
- Electrical service panels including sub panels
- Circuit breakers
- Signage
- Striping for parking stalls

### Site Restoration

Site restoration covers the costs to install civil/landscaping improvements to restore the site following excavation and other construction activities including:

- Minor restoration for civil infrastructure such as roadway and/or sidewalk repaving
- Minor curb and gutter restoration
- Minor surface water (drainage infrastructure) restoration
- Minor landscaping restoration such as replanting

## SOFT COSTS

### Contracting/Design

An estimated 25% mark-up has been applied to the project costs excluding charger purchase costs to include:

- Engineering design fees
- Contractor profits

### Permitting

Each local authority with jurisdiction mandates electrical permits for installation of EV chargers:

- Electrical permit fees charged by local jurisdictions, typically $5k per site plus $1k for labor and contingency.

### Utility Fees

This consists of fees charged by the electrical utility (Calaveras Public Power Agency) to bring additional power to the fleet charging depot to power the EV chargers, including:

- Electrical upgrade design
- Transformer replacement

## CONTINGENCIES

A 25% mark-up has been applied to the project costs for each cost category consistent with public agency capital project budgeting.

# OPERATIONS & MAINTENANCE EXPENDITURE (OPEX) ESTIMATES

To estimate the operating and maintenance expenses (OPEX) the County and City will have to cover, various cost categories were considered as described in the following.

**DEPRECIATION**

- Assuming a depreciation of the charging hardware (charging stations) over their lifecycle, implying the need to budget for a replacement of that hardware through an OPEX budget (annual depreciation)
- Assuming an 8-year lifespan for Level 2 chargers, DCFCs, and load management devices (12.5% annual depreciation).
- Include one load management device (~$2,500) per site

**MAINTENANCE**

**Routine maintenance**

- Simple, small-scale activities (usually requiring only minimal skills or training) associated with regular (weekly or monthly) and general upkeep of charging stations against normal wear and tear. For example:
  - Resetting the Wi-Fi router or cellular gateway (if needed)
  - Resetting a breaker (if needed)
  - Cleaning the station, incl. checking the connector for any debris lodged in between the pins
  - Potential snow and trash removal
  - Labor involved from on-site staff
- % of depreciation, scaling down with higher numbers of chargers, as a decreasing marginal cost to service each additional charger onsite can be expected
  - Sites with less than 5 charging stations: 33% of annual depreciation*
  - Sites with 5-9 charging stations: 25% of annual depreciation*
  - Sites with 10-19 charging stations: 15% of annual depreciation*

  **assuming DCFCs have the annual depreciation of Level 2s (a DCFC's routine maintenance needs do not differ from those of Level 2 stations to the same extent as the hardware cost difference would suggest)*

**Preventative maintenance**

This would include remote monitoring, detection, correction, and prevention of incipient failures on the charging stations, before they become actual or major failures. Since this is not typically provided as a separate service by charging providers, it is assumed that such expenses are covered under the "Corrective maintenance" category.

**Corrective maintenance**

- Extended warranty for potentially necessary repair work, truck rolls, etc., estimated at $300 per instance
- Sites with less than 5 charging stations: ~1 instance/year → 1x$300/year = $300/year
- Sites with 5-9 charging stations: ~2 instances/year → 2x$300/year = $600/year
- Sites with 10-19 charging stations: ~3 instances/year → 3x$300/year = $900/year

## EXPENSES INCURRED AT THE COUNTY AND CITY ITSELF

### Vandalism and insurance

It was assumed that potential vandalism is covered by the municipal insurance policy.

### Staffing

It was assumed that potential staffing needs include general management of chargers, training, maintenance coordination, billings, as well as vehicle rotation if applicable. Any related costs are assumed to be covered under "Routine maintenance".

### Parking revenue loss

Parking revenue loss may be incurred when charging equipment occupies revenue generating parking space(s), but was not assumed in the provided estimates given that fleet chargers will be placed at fleet parking spaces.

## EXPENSES OWED TO THE CHARGING PROVIDER

### Licensing fees (for software/load management)

- To use charging software, typically includes a load management setup
- Estimated at roughly $100-$200 per site per month, based on scope and complexity (based on information from charging providers)
- Sites with less than 5 charging stations: $100/month
- Sites with 5-9 charging stations: $130/month
- Sites with 10-19 charging stations: $170/month

### Networking fees

- For internet connection (WiFi/Ethernet or cellular gateway), assumed to be ~$85/month per site

### Potential kWh fee

- Revenue sharing is required by some charging station providers. It can e.g. be used as a way for the provider to hide potential credit card processing fees.
- Assumed to be 1 ct/kWh dispensed by the chargers, with the total annual kWh dispensed by chargers at each site determined by the projected fleet energy demand.

## ELECTRICITY EXPENSES

- Given a lack of detailed information on electricity rate plans by the Calaveras Public Power Agency, an average effective electricity rate of $0.40 per kWh was assumed to estimate future electricity expenses incurred from fleet EV charging. This effective rate is in line with average electric rates in Calaveras County, see e.g. https://www.energysage.com/local-data/electricity-cost/ca/calaveras-county/.

### POTENTIAL CLEAN FUEL STANDARD REVENUE

- County and City could leverage California's Low Carbon Fuel Standard (LCFS) to generate credits from their charging stations and thus revenue.
- Based on DKS' previous project experience, this revenue can amount to up to a third of the annual electricity expenses.

### CONTINGENCY

It is recommended to the County and City to include an additional 20% contingency in OPEX estimates to cover market and price fluctuations for budgeting purposes. This contingency was not included in the shown estimates.

### ADDITIONAL ASSUMPTIONS

The annual OPEX estimates referenced in this document refer to annually incurred costs within each phase and at each specific location, considering all installed charging stations and electrified vehicles by that phase.

It is implicitly assumed that chargers to be added in each phase are installed at the beginning of each phase, i.e. they start incurring the listed OPEX during the entirety of the phase. If the County or City choose to only install some chargers e.g. halfway through a phase, such as in 2032, then the total shown annual OPEX in that location will only be reached then. Hence, the listed values are generally an estimate of the *maximum* to be expected OPEX over time.

# APPENDIX H. CONCEPTUAL CHARGER INSTALLATION LAYOUT PLANS

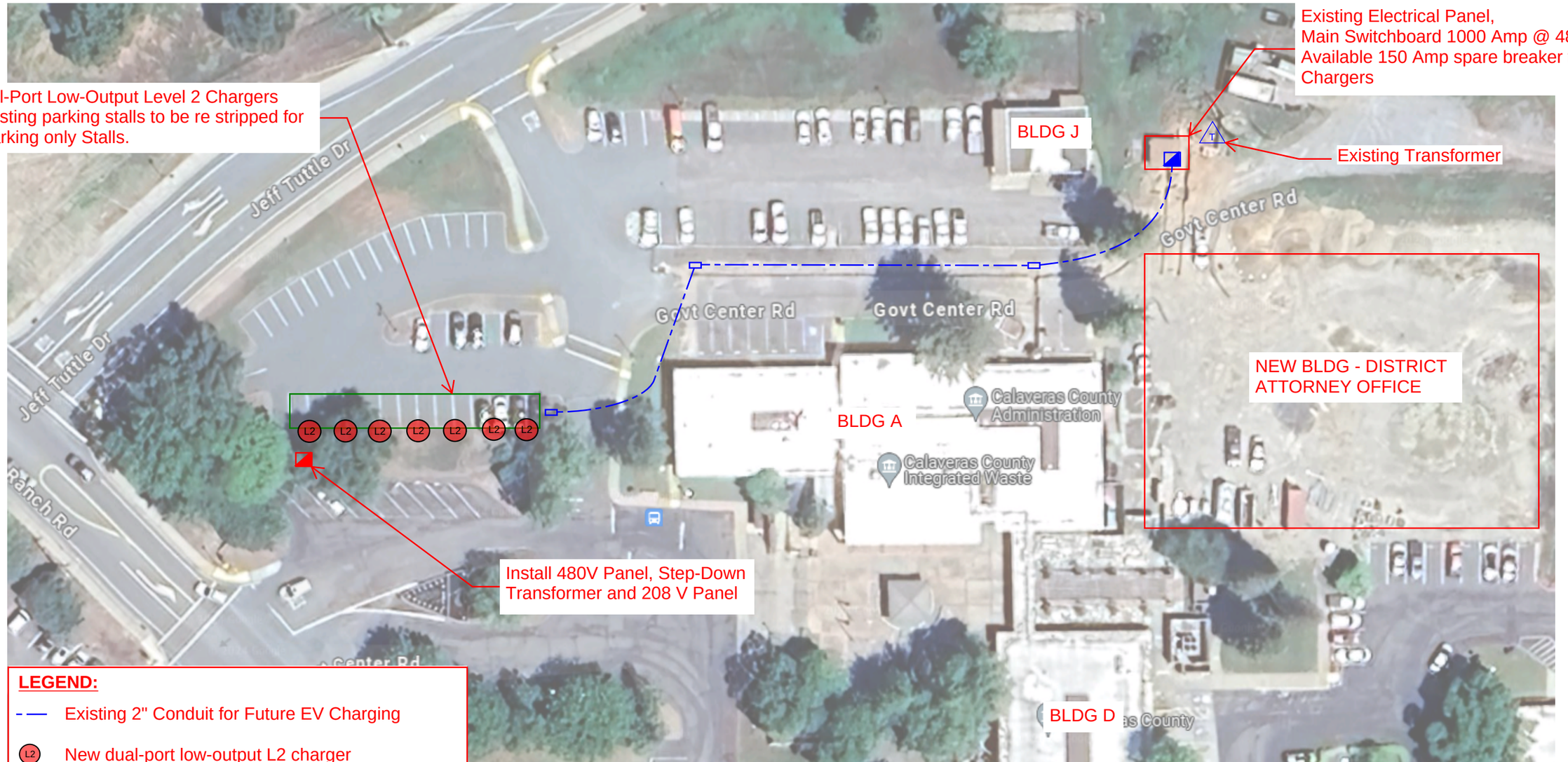
# CALAVERAS COUNTY - GOVERNMENT CENTER WEST LOT

| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 14 |
|---|---|

| | LOW OUTPUT |
|---|---|
| # OF CHARGERS | 7 |

Phase 1 Construction

CONSTRUCTION PHASES:
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards




**LEGEND:**

- Existing 2" Conduit for Future EV Charging
- New dual-port low-output L2 charger
- Existing electrical switchboard/panel
- New electrical switchboard/panel/sub-panel
- Existing transformer
- Existing Pull Box

N

# CALAVERAS COUNTY - GOVERNMENT CENTER EAST LOT

| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 35 |
|---|---|

Existing 35 Parking Stalls to be re stripped to EV Charging Only Stalls and up to 4 Parking Stalls to be removed to accommodate Heavy-Duty vehicles on DC Chargers.

| | MEDIUM OUTPUT | 11.5 kW DC SLOW | 50 kW DC | 150 kW DCFC |
|---|---|---|---|---|
| # OF CHARGERS | 11 | 5 | 1 | 3 |

Phase 2: 6 medium-output dual-port L2 chargers, 2 DC-slow single-port chargers, 1 dual-port 50 kW DC medium charger and 1 dual-port 150 kW DC fast charger.
Phase 3: 5 medium-output dual-port L2 chargers, 3 DC-slow single-port chargers, and 2 dual-port 150 kW DC fast chargers.

CONSTRUCTION PHASES
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards

Install 480V Panel, Step-Down Transformer and 208 V Panel during Phase 2.
Install Conduit Stub-Outs for Phase 3 construction during Phase 2.

Phase 2 Construction
1 Dual-Port 150 kW DCFC
1 Dual-Port 50 kW DC charger
6 Dual-Port Medium-Output Level 2 Charger
16 existing stalls to be re-stripped for EV parking

Phase 3 Construction
2 Dual-Port 150 kW DCFC
2 Dual-Port Medium-Output Level 2 Chargers
8 existing stalls to be re-stripped for EV parking

Phase 3 Construction
1 Dual-Port Medium-Output Level 2 Charger
2 existing stalls to be re-stripped for EV parking

Existing Transformer

Phase 3 Construction
2 Dual-Port Medium-Output Level 2 Chargers
3 Single-Port 11.5 kW DC slow Charger
7 existing stalls to be re-stripped for EV parking

Phase 2 Construction
2 Single-Port 11.5 kW DC slow Chargers
2 existing stalls to be re-stripped for EV parking

Up to 4 Parking Stalls to be removed to accommodate Heavy-Duty vehicles on DC Chargers.

Major Renovations planned for phase 2, Electrical Service to be sized based on the building loads and EV Charging Loads. Add an additional 1500 kVA of Electrical Loads from EV Chagring.

BLDG K
BLDG L
BLDG M
BLDG N

**LEGEND:**

- L2 — Existing single/dual-port L2 charger
- L2 — New dual-port low/medium/high-output L2 charger
- DC — New single-port DC slow charger (11.5 kW)
- DC — New dual-port DC fast charger (50 kW)
- DC — New dual-port DC fast charger (150 kW)
- Existing electrical switchboard/panel
- New electrical switchboard/panel/sub-panel
- T — Existing transformer

Green Text = Implementation Phase 2
Orange Text = Implementation Phase 3

N

# CALAVERAS COUNTY - SHERIFF'S OFFICE

Red Text = Implementation Phase 1
Green Text = Implementation Phase 2
Orange Text = Implementation Phase 3

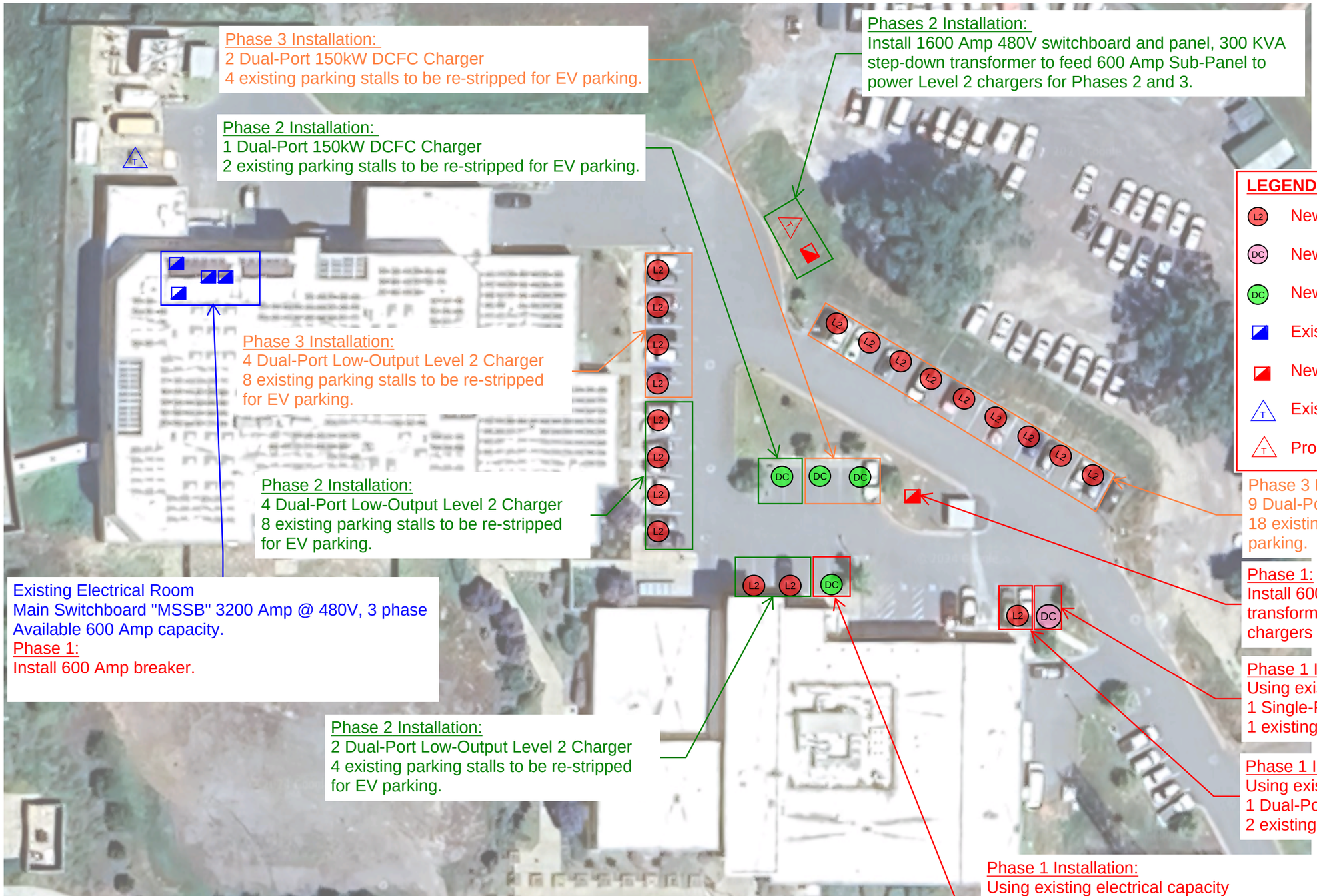
| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 49 |
|---|---|

| | MEDIUM OUTPUT | 22.5 kW DC SLOW | |
|---|---|---|---|
| # OF CHARGERS | 20 | 1 | 4 |



Phase 1: 1 medium-output dual-port L2 charger,
1 DC single-port charger, and
1 dual-port 150 kW DC fast charger.
Phase 2: 6 medium-output dual-port L2 chargers and
1 dual-port 150 kW DC fast charger.
Phase 3: 13 medium-output dual-port L2 chargers and
2 dual-port 150 kW DC fast chargers.

CONSTRUCTION PHASES:
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards




**LEGEND:**

- New dual-port low/medium/high-output L2 charger
- New single-port DC slow charger (22.5 kW)
- New dual-port DC fast charger (150 kW)
- Existing electrical switchboard/panel
- New electrical switchboard/panel/sub-panel
- Existing transformer
- Proposed Transformer

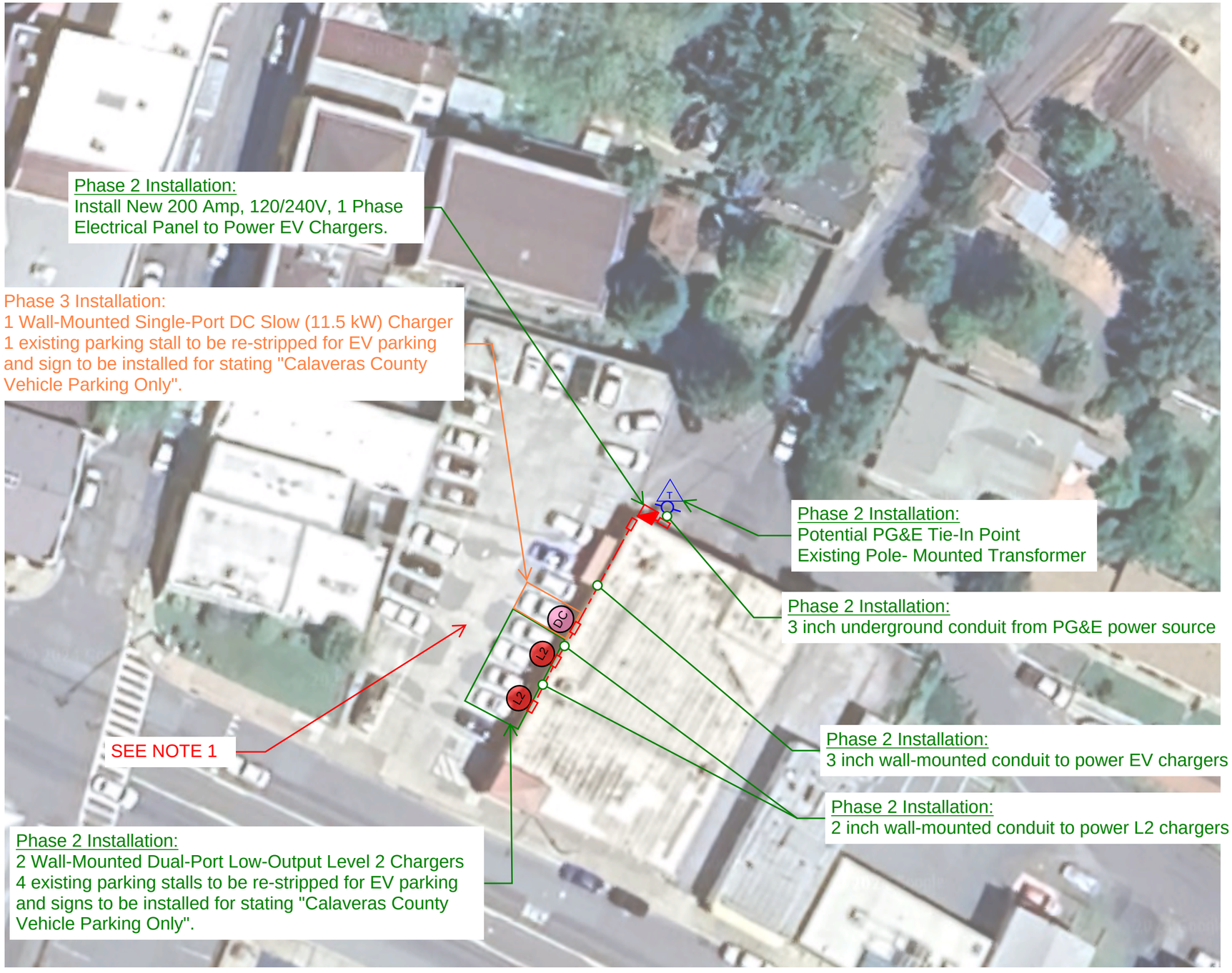
# CALAVERAS COUNTY - PROBATION (COLOMBO) BUILDING

| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 5 |
|---|---|

| | LOW OUTPUT | 11.5 kW DC SLOW |
|---|---|---|
| # OF CHARGERS | 2 | 1 |

Phase 2: 2 low-output dual-port L2 charger.
Phase 3: 1 DC-slow single-port charger.

CONSTRUCTION PHASES:
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards




**LEGEND:**

- Proposed Conduit for EV Charging
- L2 — New dual-port low-output L2 charger
- DC — New single-port DC slow charger (11.5 kW)
- New electrical switchboard/panel
- Pull Box (Wall-Mounted/In-Ground)
- T — Existing PG&E Pole and Transformer

Green Text = Implementation Phase 2
Orange Text = Implementation Phase 3




**NOTE 1:** THE EXISTING PARKING LOT PROHIBITS VEHICLES OVER 5000 LBS. THIS WOULD EXCLUDE HEAVY VEHICLES LIKE FORD F-150 LIGHTNING AND OVER.

N

# CALAVERAS COUNTY - HEALTH AND HUMAN SERVICES

| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 8 |
|---|---|

| | LOW OUTPUT |
|---|---|
| # OF CHARGERS | 4 |

Phase 2: 2 low-output dual-port L2 charger.
Phase 3: 2 low-output dual-port L2 chargers.

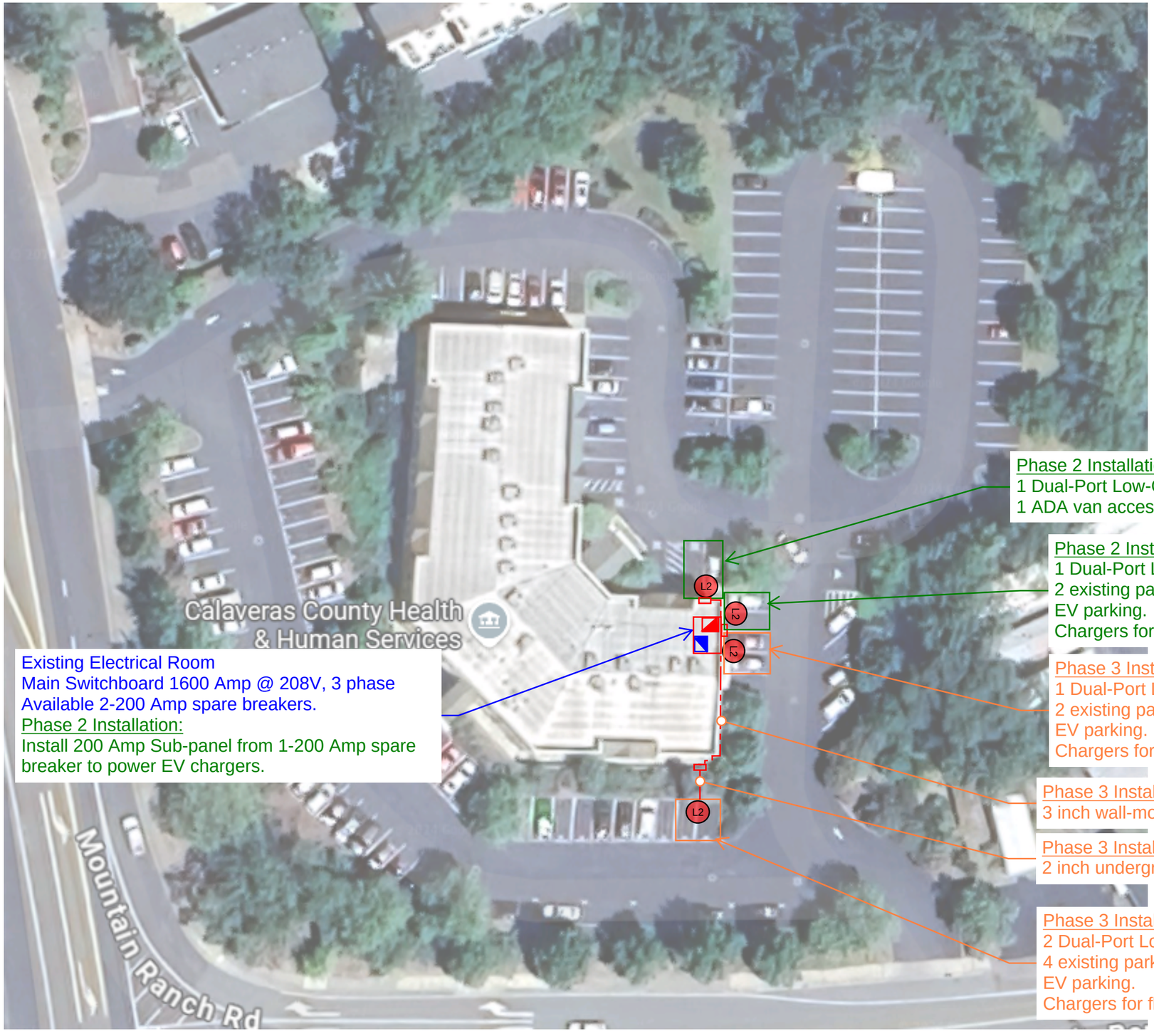
1 Charger for Public Charging in Phase 2.

CONSTRUCTION PHASES:
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards

**LEGEND:**

- Proposed Conduit for EV Charging
- L2 — New dual-port low-output L2 charger
- Existing electrical switchboard/panel
- New electrical switchboard/panel/sub-panel
- Pull Box

Green Text = Implementation Phase 2
Orange Text = Implementation Phase 3




Existing Electrical Room
Main Switchboard 1600 Amp @ 208V, 3 phase
Available 2-200 Amp spare breakers.
Phase 2 Installation:
Install 200 Amp Sub-panel from 1-200 Amp spare breaker to power EV chargers.

Phase 2 Installation:
1 Dual-Port Low-Output Level 2 Charger for public use.
1 ADA van accessible and 1 Non-ADA parking stall.

Phase 2 Installation:
1 Dual-Port Low-Output Level 2 Charger
2 existing parking stalls to be re-stripped for EV parking.
Chargers for fleet use.

Phase 3 Installation:
1 Dual-Port Low-Output Level 2 Charger
2 existing parking stalls to be re-stripped for EV parking.
Chargers for fleet use.

Phase 3 Installation:
3 inch wall-mounted conduit to power L2 charger (Typ.)

Phase 3 Installation:
2 inch underground conduit to power L2 charger (Typ.)

Phase 3 Installation:
2 Dual-Port Low-Output Level 2 Chargers
4 existing parking stalls to be re-stripped for EV parking.
Chargers for fleet use.

N

# CITY OF ANGELS CAMP - CITY HALL/POLICE DEPARTMENT

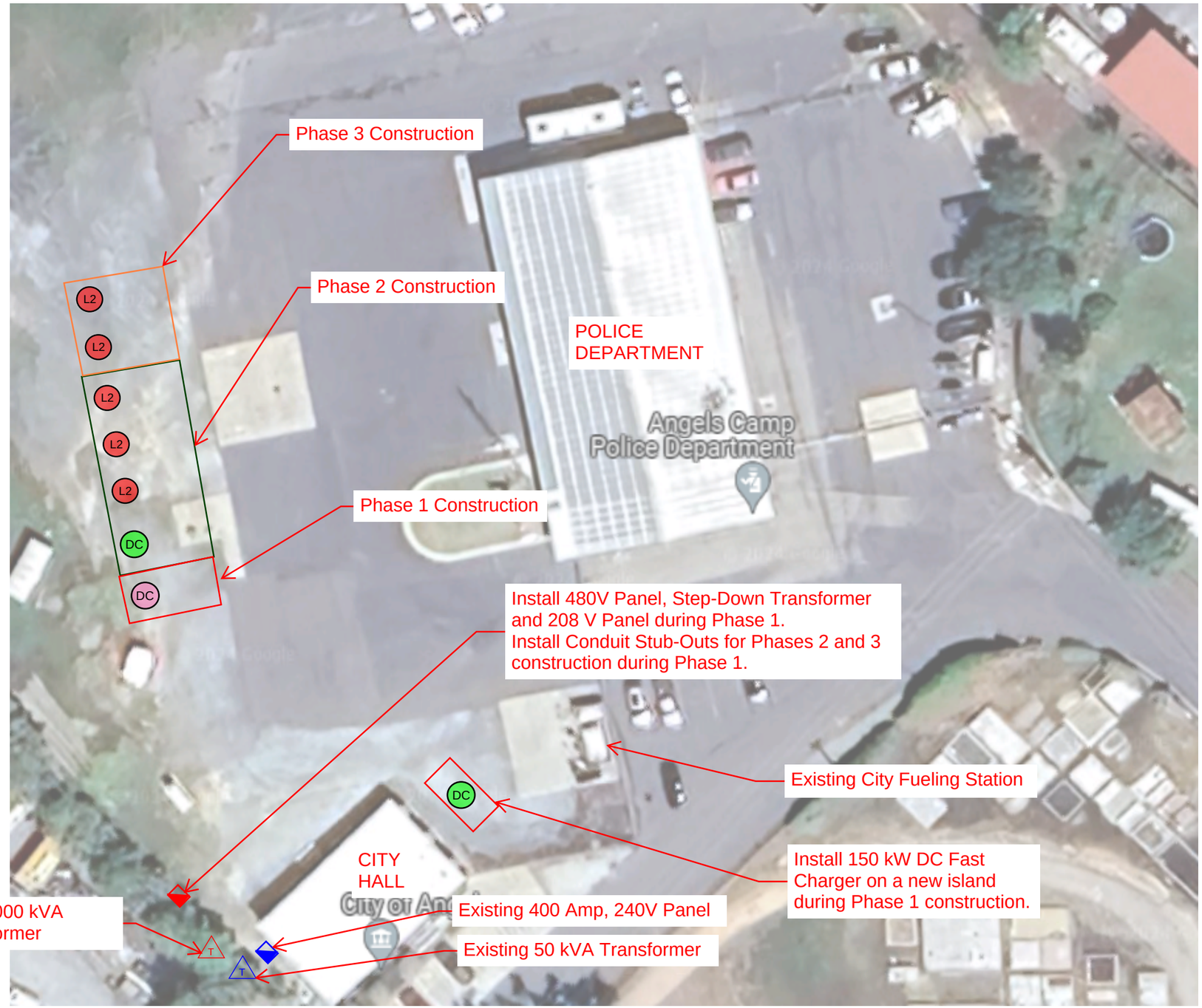
| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 10 |
|---|---|

Existing 13 Parking Stalls to be re stripped to EV Charging Only Stalls and one centralized DC Fast Charging station to be installed.

| | LOW OUTPUT | MEDIUM OUTPUT | 11.5 kW DC SLOW | 150 kW DCFC |
|---|---|---|---|---|
| # OF CHARGERS | 2 | 3 | 1 | 2 |

Phase 1: 1 DC-slow single-port and 1 dual-port 150 kW DC fast charger.
Phase 2: 3 medium-output dual-port L2 chargers, and 1 dual-port 150 kW DC fast charger.
Phase 3: 2 low-output dual-port L2 chargers

CONSTRUCTION PHASES
Phase 1: 2025-2028
Phase 2: 2029-2034
Phase 3: 2035 Onwards

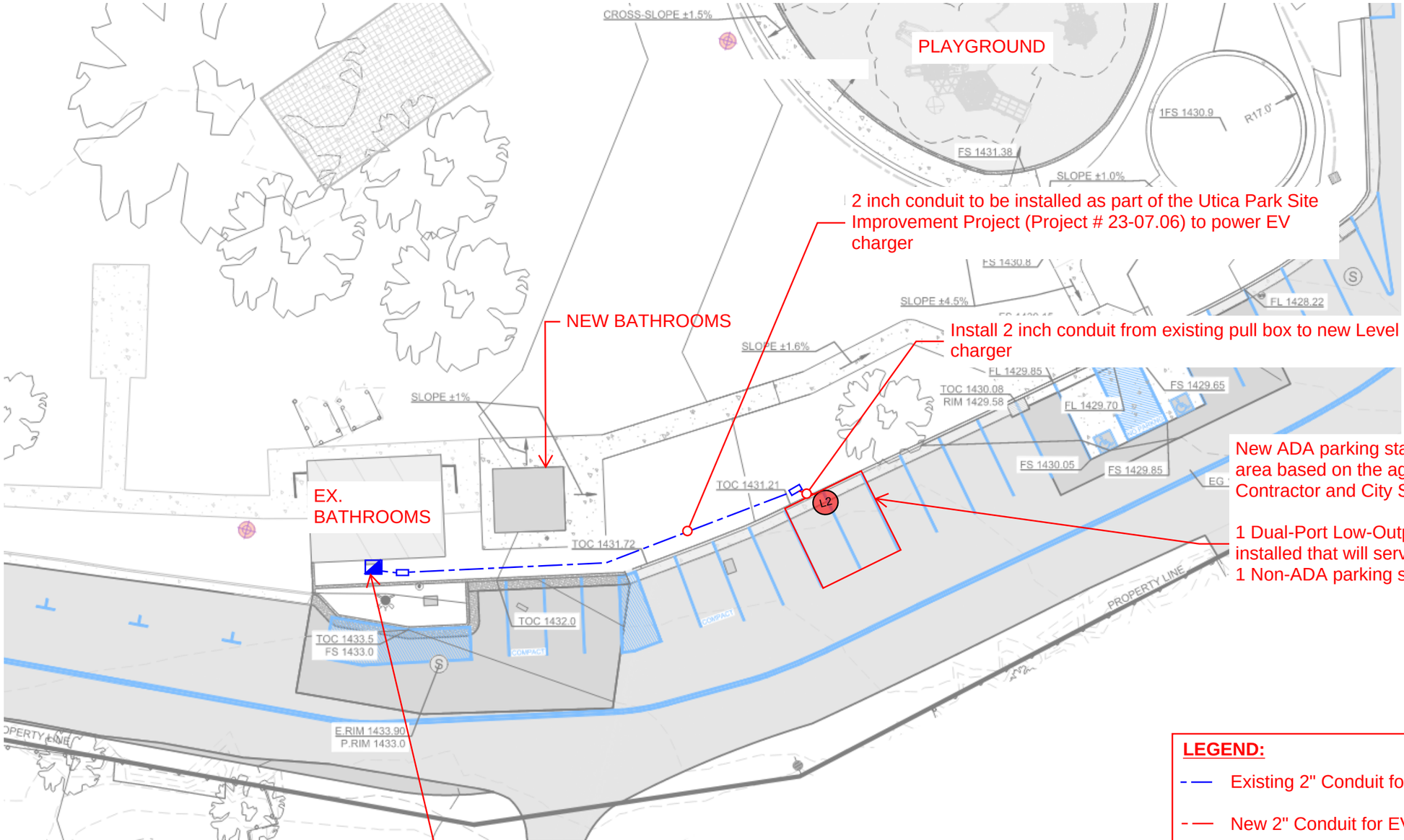



**LEGEND:**

- L2 — New dual-port low/medium/high-output L2 charger
- DC — New single-port DC slow charger (11.5 kW)
- DC — New dual-port DC fast charger (150 kW)
- New electrical switchboard/panel
- New electrical switchboard/panel/sub-panel
- T — Existing Transformer
- T — New Transformer

N

# CITY OF ANGELS CAMP - UTICA PARK




2 inch conduit to be installed as part of the Utica Park Site Improvement Project (Project # 23-07.06) to power EV charger

Install 2 inch conduit from existing pull box to new Level 2 charger

New ADA parking stalls to be relocated in this area based on the agreement between the Contractor and City Staff.

1 Dual-Port Low-Output Level 2 charger to be installed that will serve 1 ADA van accessible and 1 Non-ADA parking stall.

Existing 200 Amp, 240 V Service. Install 2-40 Amp breakers to power new Level 2 charger.

N

| # OF VEHICLES THAT CAN BE CHARGED SIMULTANEOUSLY | 2 |
|---|---|

**LEGEND:**

- Existing 2" Conduit for Future EV Charging
- New 2" Conduit for EV Charging
- L2 — New dual-port low-output L2 charger
- Existing electrical switchboard/panel
- Existing Pull Box

CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

**DATE:** FEBRUARY 4, 2025

**TO:** CITY COUNCIL

**FROM:** STEVE WILLIAMS, INTERIM CITY ADMINISTRATOR

**RE:** AGREEMENT –APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF ANGELS AND PAMELA CARONONGAN FOR THE POSITION OF CITY ADMINISTRATOR

**RECOMMENDATION:**
Approve an employment agreement between the City of Angels and Pamela Caronongan for the position of City Administrator.

**BACKGROUND:**
The City initiated a recruitment for the position of City Administrator in July of 2024, when Steve Williams, a retired PERS annuitant, was appointed to the position of Interim City Administrator.

**DISCUSSION:**
The City initiated a recruitment for the position of City Administrator in July of 2024, when Steve Williams, a retired PERS annuitant, was appointed to the position of Interim City Administrator. Between July and October of 2024, the City received thirteen (13) applications for the position. After the initial screening, eight (8) applicants were invited to the interview process.

The initial interview process, completed in November 2024, included three separate interview panels including a community panel of five, a professional panel of four, and a department head panel of four. This thorough approach ensures that the community's voice was heard and considered in this important decision.

In December of 2024, and January of 2025, the City Council interviewed the top four (4) finalists.

During the January 7, 2025, Closed Session meeting, the City Council directed staff to give a contingent job offer to Pamela Caronongan.

Background and reference checks have been completed.

Staff recommends the City Council approve an employment agreement between the City and Pamela Caronongan for the position of City Administrator with a start date of March 3, 2025, and a starting annual salary of $153,193.00.

Pamela Caronongan earned a Bachelor of Science in Accounting and Classical Management from California State University, Dominquez Hills, and a Master's degree in Business Administration – Management from Pepperdine University.

Pamela Caronongan has an extensive and impressive work history including serving in various capacities within the Cities of Long Beach, San Jose, and Milpitas. She currently serves as the City Clerk for the City of Rio Vista.

The position of City Administrator is "at will" and is not represented by an employee bargaining unit, however, the proposed employment agreement refers to certain sections of the Exempt Employee MOU, therefore the Exempt Employee MOU is included in this staff report as an attachment along with the City Administrator job description.

The employment agreement was drafted by the City of Angles legal team.

**FINANCIAL IMPACT:**
The position is fully funded within the FY24-25 budget. No additional funding is necessary.

**ATTACHMENTS:**
1) Pamela Caronongan Employment Agreement
2) City Administrator Job Description
3) Exempt Employee MOU

# EMPLOYMENT AGREEMENT
# CITY ADMINISTRATOR

**THIS EMPLOYMENT AGREEMENT** ("Agreement") is made and entered into by and between the City of Angels, a California municipal corporation ("City"), and Pamela Caronongan, an individual ("Employee"). City and Employee may individually be referred to herein as "Party" or collectively as "Parties." There are no other parties to this Agreement.

## RECITALS

A. City requires the immediate services of a person with proven executive and administrative qualifications to fill the position of City Administrator ("City Administrator").

B. City, acting by and through the City of Angels City Council ("City Council") has evaluated Employee's knowledge, experience, administrative skills and abilities, and desires to hire and appoint Employee as City Administrator pursuant to the terms of this Agreement.

C. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of California Government Code sections 53260 and 36506.

**NOW, THEREFORE**, in consideration of the mutual covenants entered into between the Parties and in consideration of the benefits that accrue to each, it is agreed as follows:

## AGREEMENT

**Section 1.** **Recitals**. The recitals set forth above ("Recitals") are incorporated herein by this reference and made a part of this Agreement. In the event of any inconsistencies between the Recitals and Sections 1 through 14 of this Agreement, Sections 1 through 14 will prevail.

**Section 2.** **Effective Date**. This Agreement shall become effective once executed by both the City and Employee ("Effective Date").

**Section 3.** **Appointment of City Administrator, Duties and Term**.

**3.1. Appointment of City Administrator and Duties**. Commencing March 3, 2025 ("Start Date"), Employee shall serve as City Administrator of City and shall be vested with the powers, duties, and responsibilities set forth in Chapter 2.08 of the Angels Municipal Code ("MC"), the City Administrator Job Description, the City Personnel Policy, Rules and Regulations (as may be amended from time to time) and under applicable California law. Employee shall further perform the functions and duties specified under the laws of the State of California, the MC, the then current ordinances and resolutions of the City, and such other duties and functions as the City Council may from time-to-time assign. The City Council may also designate Employee as the chief executive of other City-related legal entities, such as a redevelopment agency, financing authorities, or joint powers authorities.

**3.2. Employee's Obligations**. Employee agrees that Employee will comply with any and all City policies or requirements regarding background checks and/or fitness for duty examinations as soon as reasonably possible. Employee further agrees to comply with all other applicable laws, ordinances, regulations, and City rules and policies. Employee further agrees that Employee shall devote Employee's productive time, abilities, and attention as necessary to the full accomplishment of Employee's duties and the City's business needs. Accordingly, Employee shall not hold secondary employment or engage in activities which conflict with, or present the appearance or possibility of conflicting with, City's legitimate business interests. As such, Employee agrees that Employee will notify the City Council in writing if Employee wishes to accept secondary employment sufficiently in advance to allow the City Council to determine whether there is the appearance of, or an actual conflict or potential conflict with the satisfactory performance of Employee's duties and/or the best interest of the City. Should the City Council make such a determination, Employee agrees that Employee will forgo the proposed secondary employment. Notwithstanding the foregoing, Employee shall have the right to volunteer for such nonprofit organizations as Employee may see fit, provided that such volunteer services shall not interfere with Employee's duties on behalf of the City.

Employee's initial duties shall be as shown in the job description attached as **Exhibit A**. Employee shall perform Employee's duties and responsibilities under this Agreement pursuant to the laws of the State of California and applicable City municipal codes and resolutions. Employee understands that Employee's duties may be amended from time to time by the City, as necessary to meet the City's needs. No modification or change in Employee's responsibilities, duties or position shall otherwise change or revoke any other provision of this Agreement.

**3.3. Exempt Employee**. The general business hours for City employees are Monday through Friday, 8:00 a.m. to 5:00 p.m. However, it is recognized by the Parties that Employee is an exempt employee for purposes of the Fair Labor Standards Act of 1938 (29 U.S.C., § 201 et seq.). As such, Employee acknowledges that Employee shall not receive overtime or extra compensation for hours worked outside of the City's general business hours which are necessary to fulfill the duties of the City Administrator's position, unless otherwise provided in this Agreement.

**3.4. Hours of Work**. The position of City Administrator is an exempt position. As such, Employee shall not have set hours of work, as the City Administrator is expected to be reasonably available at all times and work such hours as may be necessary to the full accomplishment of Employee's duties. Employee shall spend as much time at City offices during regular business hours as is possible given Employee's other job responsibilities such as inter-agency and offsite meetings, advocacy and representation of the City, professional development, and other official duties. Employee's schedule shall be arranged to meet the needs of the City and to allow Employee to satisfactorily perform Employee's duties and responsibilities.

It is recognized that the City Administrator must devote additional time outside normal office hours to the business of the City, and to that end, Employee's work schedules each day and week shall vary in accordance with the work required to be performed. Employee's performance will be evaluated on accomplishments, not hours worked. For purposes of utilizing

leave balances, Employee's work schedule shall be based upon a forty (40) hour work week, not an eight (8) hour day.

**3.5 Term**. The initial term of this Agreement shall be for three (3) years commencing on the Start Date and shall continue through March 2, 2028, unless terminated earlier by either Employee or the City in accordance with the provisions of Section 10 of this Agreement, or as required by law ("Term"). The City Council in its sole discretion may elect to extend this Agreement from time to time in increments of at least one (1) year. No later than three (3) months prior to the expiration of the Term, Council shall provide written notice to Employee as to whether the Council intends to extend the Term. If no notice of intent to terminate is provided, the Agreement shall continue for an additional one-year period.

**Section 4. At-Will Employment**.

**4.1. At Will**. Employee is an at-will employee serving at the pleasure of the City Council, with no set duration of employment, as provided in Government Code section 36506. Accordingly, as set forth in Section 10 of this Agreement, Employee's employment may be terminated by either Party to this Agreement at any time, with or without cause. No modification or change of Employee's position, responsibilities, duties, compensation, benefits and/or job description shall otherwise modify, change or revoke any provision of this Employment Agreement, or Employee's status as an at-will employee.

Unless otherwise specified in this Agreement, Employee shall be bound by all the policies, rules, and regulations of City now in force and effect applicable to Employee's position, and by all such other applicable policies, rules and regulations as may be hereafter implemented and called to Employee's notice and will faithfully observe and abide by the same. No such policy, rule or regulation shall alter, modify or revoke Employee's status as an at-will employee or any other provision of this Agreement.

**4.2. No Property Right in Employment**. Employee understands and agrees that the terms of Employee's employment are governed solely by this Agreement. Employee further understands and agrees that this Agreement does not confer a right of employment for any specified term and that Employee is not entitled to pre-or-post disciplinary action due process for any disciplinary action, including termination under the City's personnel policies, regulations, ordinances, rules or any Memorandum of Understanding.

**Section 5. Compensation and Evaluations**.

**5.1. Base Salary**. City agrees to pay Employee an annual salary ("Base Salary"), as set by the City's current Salary Plan at City Administrator, Step 1, in the amount of One Hundred Fifty-Three Thousand One Hundred Ninety-Three Dollars ($153,193.00). Employee's Base Salary shall be payable in installments at the same time that the other City employees are paid. Employee shall be eligible for salary increases annually, as determined by the City Council per MC section 2.08.020, and any applicable City policy.

Employee acknowledges that the Base Salary may be subject to a pro-rata decrease should Council adopt an unpaid Mandatory Furlough Plan applicable to other similarly situated full time exempt employees as a budgetary measure.

**5.2. Review and Evaluation**. The City Council will review and evaluate Employee's performance as City Administrator after completion of three (3) months and again after completion of six (6) months of employment and provide Employee with a written performance review. Thereafter, City Council will review and evaluate Employee's performance annually and at other times the Council deems appropriate in its discretion. The Council may also provide other increases in salary and/or benefits as they deem appropriate based on Employee's performance, which will not require an amendment of this Agreement.

**5.3. Benefits**. Unless otherwise specified in this Agreement, Employee will be eligible for the benefits provided in the following identified sections of the City of Angels Exempt Employees Memorandum of Understanding 2024-2027 ("MOU"), in accordance with the provisions of the sections listed below to the extent these sections vest authority in a Department Head, City Manager or designee, authority shall vest to the Mayor or other Council member designated by City Council.

A. Section 14-Management Leave;
B. Section 15-Holidays;
C. Section 16-Allowance;
D. Section 17-Sick Leave;
E. Section 18-Bereavement Leave;
F. Section 19-Other Leaves of Absence;
G. Section 20-Break in Service;
H. Section 21A-Medical, Dental, Vision Insurance;
I. Section 21B-Life and Long-term Disability;
J. Section 21D-Public Employees Retirement System (P.E.R.S.);
K. Section 22-Longevity Pay;
L. Section 23-Tuition Reimbursement; and
M. Section 24-Cell Phone Reimbursement.

A copy of the MOU is attached to this Agreement as **Exhibit B**. Employee acknowledges that the level of benefits and/or the portion of premiums paid by the City is subject to change and that benefits under this Agreement as set forth in the MOU may be modified. In the event a successor MOU includes a change to any of the sections enumerated above, the City Council shall, in its discretion, determine the extent to which such changes are applicable to Employee. Employee will be entitled to other leaves or benefits as required by law or for which Employee may be eligible under City's Personnel Rules.

Employee further acknowledges that all benefits to which Employee may be entitled shall be accrued and administered in accordance with applicable City Personnel Rules, policies and regulations, or MOU which City deems applicable by its terms to Employee's position as City Administrator.

**Section 6.** **Automobile Expenses**. If it is necessary for Employee to use a personal vehicle for City business and City-related business, such as conferences and meetings, Employee shall be reimbursed at the then current allowable IRS mileage rate. Employee shall be responsible for paying the cost of liability, property, damage and comprehensive insurance in conformance with policy as may be established by the Risk Management Authority. Employee shall have the City named as an additional insured on any insurance policy Employee maintains on automobiles used while travelling for City business**.**

**Section 7.** **General Expenses**. City recognizes that certain job-related expenses will be incurred by Employee and City hereby agrees to reimburse or to pay said general expenses in accordance with MC section 2.08.100 and City policies. The Finance Director, or designee, is hereby authorized to disburse such monies upon receipt of duly executed invoices, petty cash vouchers, receipts, statements, or other appropriate documentation.

City further recognizes that in accepting employment with City, Employee will incur relocation expenses. City agrees to reimburse Employee for such expenses in an amount not to exceed Seven Thousand Five Hundred Dollars ($7,500.00), provided Employee presents proof of expenses in accordance with this Section 7. Employee understands and agrees that Employee's failure to remain employment through March 3, 2026 due to Employee quitting, retiring, or otherwise voluntarily ending Employee's employment, or as a result of termination for cause as defined in Section 10.5, will trigger Employee's duty to repay all sums City has reimbursed to Employee as relocation expenses. Employee understands and agrees that repayment shall be made to City within three months of Employee's last day of employment, and that Employee's obligation under this this Section 7 shall survive termination of this Agreement.

**Section 8.** **Dues and Subscriptions**. City agrees to budget and pay for the professional dues and subscriptions of Employee, as needed for the continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for Employee's continued professional participation, growth, and advancement, and for the good of the City, including, but not limited to, League of California Cities (LCC) and the International City/County Management Association (ICMA), subject to the terms set forth in Section 7 of the Agreement.

**Section 9**. **Professional Development**.

**9.1** **Travel Expenses**. City hereby agrees to budget and pay for travel and subsistence expenses of Employee for necessary professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for City, subject to the terms set forth in Section 7 of this Agreement and provided Employee seeks prior authorization for such expenses from the Council.

**9.2** **Courses and Seminars**. City also agrees to pay for the cost of enrollment, tuition, fees, travel and subsistence expenses of Employee for short courses, institutes and seminars that are necessary for Employee's professional development and for the good of the City, subject to the terms set forth in Section 7 of this Agreement and provided that Employee seeks prior approval from the Council for such expenses.

**Section 10. Termination of Employment and Severance.**

**10.1 Voluntary Resignation**. Employee may resign at any time and agrees to give the City at least thirty (30) calendar days' advance written notice of the effective date of the Employee's resignation, unless the Parties otherwise agree in writing. If the Employee retires from full-time public service with the City, the Employee shall provide ninety (90) calendar days' advance written notice. The Employee's actual retirement date will be mutually established between the Parties. During the notice period, all rights and obligations of the Parties under this Agreement shall remain in full force and effect. Promptly after the effective date of resignation or retirement, the City shall pay to Employee all salary and benefit amounts accrued and owing under this Agreement.

**10.2 Termination by City Council**. City and Employee intend that the provisions of Section 10 of this Agreement shall control the process whereby Employee's employment may be terminated. Accordingly, the Parties hereby voluntarily waive the provisions of MC 2.08.130 relating to removal/dismissal of Employee and agree that the provisions of Section 10 of this Agreement shall govern termination of Employee's employment.

The City may, with or without cause, terminate this Agreement and Employee's employment with the City at any time. The removal of Employee as City Administrator shall be effected by a majority vote of the whole Council as then constituted, convened in a regular Council meeting. Employee shall be provided a written notice setting forth the reasons for such termination. City shall tender Employee all final wages due and owing as well as accrued and unused vacation and management leave through the termination date within a reasonable time, in accordance with standard City practice and this Agreement.

**10.3 Termination Without Good Cause/Severance**. If City terminates Employee's employment and this Agreement without good cause as defined in Paragraph 10.5 below, Employee shall no longer be entitled to accrue any pay, other compensation of any sort, or benefits after the date of termination. If City terminates Employee's employment and this Agreement without good cause, as defined in Paragraph 10.5 below, within the first year of Employee's employment as City Administrator, City shall pay severance to Employee in an amount equal to six (6) months of Employee's then current Base Salary. If City terminates Employee's employment and this Agreement without good cause, as defined in Paragraph 10.5 below, after Employee has been employed as City Administrator for one (1) year, City shall pay severance to Employee in an amount equal to nine (9) months of Employee's then current Base Salary. Severance under this Agreement shall be conditioned upon: 1) Employee's having been continuously actively employed from the Start Date through the date Employee's employment is terminated; and 2) Employee's execution of a general release of claims in favor of the City in a form acceptable to the City. Severance shall be paid at Council's discretion either in a single lump sum or in equal installments on regular City paydays over nine (9) months' time, or such other time frame as the Parties agree upon.

Any cash settlement related to the termination of this Agreement received by Employee from City shall be fully reimbursed to the City if Employee is convicted of a crime involving an abuse of Employee's office or position while employed with City, pursuant to Government Code Section 53243.2. In the event City terminates this Agreement, Employee shall

be entitled to continued medical and dental benefits at Employee's cost pursuant to the provisions of the federal Consolidated Omnibus Budget Reconciliation Act ("COBRA").

**10.4 Termination for Good Cause.** If Employee is terminated for good cause as defined in Paragraph 10.5 below, Employee shall not be entitled to any severance whatsoever and City shall have no obligation to Employee beyond payment of all wages, including accrued and unused vacation due and owing for all hours worked as of Employee's last day of employment and any other obligation which City may be required to provide under federal or state law.

In the event Employee is terminated by the City Council for misconduct which has been publicly disclosed and could stigmatize Employee's reputation or impair Employee's ability to earn a living, Employee may, within ten (10) calendar days, make a written request for a "name-clearing" hearing (as described in *Lubey v. City and County of San Francisco* (1979) 98 Cal.App.3d 340, and its progeny) before the City Council. Any such "name-clearing" hearing will be held solely to provide Employee an opportunity to clear Employee's name. The City Council shall use its sole discretion and its action shall be final and shall not depend upon any particular showing or degree of proof at the hearing; the purpose of which is solely to allow Employee to present Employee's grounds of opposition to the allegations in the notice of termination.

The City Council may determine whether the allegations in the notice of termination are supported. If the City Council determines that the allegations are not supported, a decision shall be issued to reflect that the Employee's termination was without fault. Such a decision, however, will not require that Employee be reinstated. The hearing shall take place at a regularly scheduled City Council meeting and held in accordance with the City's standard practice and any applicable provisions of state law. The decision whether to terminate the City Administrator shall be made by a majority vote of the whole City Council as then constituted in closed session and reported out of closed session as required by the California Government Code.

**10.5 Good Cause - Defined**.

"Good Cause," for purposes of this Agreement, means a fair and honest cause or reason for termination. These reasons include, but are not limited to:

1. Conviction of a felony;

2. Disclosing confidential information of City;

3. Gross carelessness or misconduct;

4. Unjustifiable and willful neglect of the duties described in this Agreement;

5. Mismanagement;

6. Failure to perform duties to the standard set by the City;

7. Any conduct which violates the City's Personnel Rules, or other City policies, rules, or regulations for which a City employee may be terminated;

8. Repeated and protracted unexcused absences from the City Administrator's office and duties;

9. Willful destruction or misuse of City property;

10. Conduct that in any way has a direct, substantial, and adverse effect on the City's reputation;

11. Willful violation of federal, state, or City discrimination laws;

12. Substance abuse which adversely affects the performance of Employee's duties as City Administrator and/or reporting to work while under the influence of alcohol or any drug (whether or not Employee has a valid prescription) which impairs, or has the potential to impair, Employee in the performance of Employee's duties;

13. Refusal to take or subscribe any oath or affirmation which is required by law;

14. Employee's disability that renders Employee unable to perform the essential functions of Employee's job, which the City is unable to reasonably accommodate without placing an undue burden on City business operations; or Employee's sickness, illness, injury, or mental or physical incapacity for a period exceeding Employee's unused vacation and sick leave or other legally protected time off;

15. Dishonesty;

16. Discourteous treatment of the public or other employees;

17. Death of Employee;

18. Engaging in other employment or activities which conflict with, or present the appearance or possibility of conflicting with, City's legitimate business interests; and

19. Failure to comply with any of Employee's obligations as set forth in this Agreement.

Notwithstanding any provision in this Agreement to the contrary, the City Council may place Employee on investigatory leave with or without pay at any time during the Term of this Agreement. However, pursuant to Government Code Section 53243, Employee shall fully reimburse City for any pay provided for that purpose if Employee is convicted of a crime involving an abuse of Employee's office or position.

**Section 11.** **Indemnification**. City shall defend, hold harmless and indemnify Employee against any tort, personnel, civil rights or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Administrator in accordance with California's Tort Claims Act (Government Code section 825 et seq.), and shall provide a defense to Employee in accordance with Government Code sections 995 through 996.5. The City may decline to defend or indemnify Employee only as permitted by the Government Code. City may compromise and settle any such claim or suit and pay the amount of any resulting settlement or judgment; provided, however, that the City's duty to defend and indemnify shall be contingent upon Employee's good faith cooperation with such defense. In the event City provides funds for legal criminal defense pursuant to this Section, Employee shall reimburse City for such legal criminal defense funds if Employee is convicted of a crime involving an abuse of office or position, as provided by Government Code sections 53243 through 53243.4.

**Section 12.** **Bonding**. City shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

**Section 13.** **Notices**. Any notice or communication required hereunder between City and Employee must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS, or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the Party to whom notices are to be sent, or (b) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days' written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to City: City of Angels
ATTN: City Clerk
P.O. Box 667
200 Monte Verde Street, Ste. B
Angels Camp, California 95222

and White Brenner LLP
ATTN: Douglas L. White
1608 T Street

Sacramento, California 95811

If to Employee: Pamela Caronongan
P.O. Box 667
200 Monte Verde Street, Ste. B
Angels Camp, California 95222
w/cc: *home address on file with City Administrative Services*

**Section 14. General Provisions**.

**14.1 Modification of Agreement**. This Agreement may be supplemented, amended, or modified only by a writing signed by the City and Employee.

**14.2 Entire Agreement**. This Agreement constitutes the final, complete, and exclusive statement of the terms of the agreement between the Parties and supersedes all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement.

**14.3 Severability of Agreement**. If a court or an arbitrator of competent jurisdiction holds any Section of this Agreement to be illegal, unenforceable, or invalid for any reason, the validity and enforceability of the remaining sections of this Agreement shall not be affected.

**14.4 Authority**. All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states, or firms and that all former requirements necessary or required by the state or federal law in order to enter into this Agreement have been fully complied with. Further, by entering into this Agreement, neither Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

**14.5 Headings**. The headings in this Agreement are included for convenience only and neither affect the construction or interpretation of any Section in this Agreement nor affect any of the rights or obligations of the Parties to this Agreement.

**14.6 Necessary Acts and Further Assurances**. The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

**14.7 Governing Law**. This Agreement shall be governed and construed in accordance with the laws of the State of California.

**14.8 Waiver**. No covenant, term, or condition or the breach thereof shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver

of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

**14.9 Counterparts**. This Agreement may be executed in counterparts and all so executed shall constitute one (1) agreement which shall be binding upon the Parties hereto, notwithstanding that the signatures of all Parties and Parties' designated representatives do not appear on the same page.

**14.10 Venue**. Venue for all legal proceedings shall be in the Superior Court of the State of California, in and for the County of Calaveras.

**14.11 Attorney's Fees and Costs**. If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret Sections of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

**IN WITNESS WHEREOF**, this Agreement has been entered into by and between Employee and City as of the date of the Agreement set forth above.

**CITY**:

City of Angels Camp, a California Municipal Corporation

By:_____
Michael Chimente, Mayor

Date: _____

Approved as to Form and Content:

By: _____
Douglas White, City Attorney

Date: _____

**EMPLOYEE**:

Pamela Caronongan

Pamela Caronongan (Jan 29, 2025 14:00 PST)
Pamela Caronongan

Date: 29/01/2025

# Exhibit A
# City Administrator Job Description

# Exhibit B
# City of Angels Exempt Employee MOU
# 2024-2027

AUGUST 2020
FLSA: EXEMPT

# CITY ADMINISTRATOR

## DEFINITION

Under policy direction, plans, organizes, and provides administrative direction and oversight for all City functions and activities; provides policy guidance and program evaluation to the City Council and management staff; encourages and facilitates provision of services to City residents and businesses; fosters cooperative working relationships with State and local intergovernmental and regulatory agencies and various public and private groups; and performs related work as required.

## SUPERVISION RECEIVED AND EXERCISED

Receives administrative and policy direction from the City Council. Exercises supervision over all City staff through subordinate levels of management and supervision.

## CLASS CHARACTERISTICS

The City Administrator serves as the Chief Executive Officer of the City, accountable to the City Council, and responsible for enforcement of all City codes, ordinances, and regulations, the conduct of all financial activities, and the efficient and economical performance of the City's operations.

## EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

*Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so qualified employees can perform the essential functions of the job.*

- Plans, organizes, and administers operations of the City either directly or through subordinate management and supervisory staff; coordinates and evaluates the work of the City in accordance with applicable laws, codes, and regulations, and adopted policies and objectives of the City Council.
- Directs and coordinates the development and implementation of goals, objectives, and programs for the City Council, department heads, and the City; develops administrative policies, procedures, and work standards to ensure the goals and objectives are met and programs provide mandated services in an effective, efficient, and economical manner.
- Ensures the City Council is kept informed of City functions, activities, and financial status, and of legal, social, and economic issues affecting City activities.
- Monitors changes in laws, regulations, and technology that may affect City operations; implements policy and procedural changes as required.

- Advises the City Council on issues, programs, and financial status; prepares and recommends long- and short-term plans for City service provision, capital improvements, and funding; directs the development of specific proposals for action regarding current and future City needs; attends all meetings of the Council.
- Oversees the preparation of the annual budget for the City; authorizes directly or through staff, budget transfers, expenditures, and purchases; provides information regarding the financial condition and needs to the City Council.
- Oversees the administration, construction, use, and maintenance of all City facilities and equipment, including buildings, parks, facilities, and other public property.
- Represents the City and the Council in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Provides for the investigation and resolution of complaints regarding the administration of services provided by the City government.
- Provides for contract services and ensures proper performance of obligations to the City; assumes responsibility for enforcement of all City codes, ordinances, and regulations.
- Oversees the selection, training, professional development, and work evaluation of City staff; oversees the implementation of effective employee relations programs; provides policy guidance and interpretation to staff.
- Directs the preparation of and prepares a variety of correspondence, reports, policies, procedures, and other written materials.
- Ensures the maintenance of working and official City files.
- Responds to the most complex, difficult, and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs other duties as assigned.

## QUALIFICATIONS

**Knowledge of:**

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, services, and funding sources of a municipal government.
- Functions, authority, responsibilities, and limitations of an elected City Council.
- Applicable Federal, State, and local laws, rules, regulations, ordinances, and organizational policies and procedures relevant to managing municipal operations, financial programs, and services.
- Principles and practices of municipal budget development, administration, and accountability.
- Current social, political, and economic trends affecting City government and service provision.
- Techniques for effectively representing the City in contacts with government agencies, community groups, and various business, professional, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

**Ability to:**

- Plan, administer, coordinate, review, and evaluate the functions, activities, and staff of the City.
- Work cooperatively with, provide highly complex and responsible staff support to, and implement the policies of the City Council.
- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls.
- Oversee all City financial activities, including administering investments, the development and implementation of the City budget, and the control of all expenditures and purchases.
- Interpret, apply, explain, and ensure compliance with applicable Federal, State, and local laws, rules, regulations, policies, and procedures.
- Conduct effective negotiations and effectively represent the City in meetings with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations, and the media.
- Direct the preparation of and prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Analyze problems, identify alternative solutions, project consequences of proposed action, and implement recommendations in support of goals.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

**Education and Experience:**
*Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:*

Education:
- Equivalent to a bachelor's degree from an accredited college or university with major coursework in business administration, public administration, finance, or a related field. A Master's degree is preferred.

Experience:
- Five (5) years of increasingly responsible public agency management and/or administrative experience equivalent to a City Administrator, Assistant City Administrator, or in a similar senior management/ executive level capacity.

**Licenses and Certifications:**

- Possession of a valid California Driver's License, to be maintained throughout employment.

## PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 10 pounds.

## ENVIRONMENTAL ELEMENTS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

## WORKING CONDITIONS

Occasional evening and weekend work may be required as job duties demand.

# CITY OF ANGELS

# EXEMPT EMPLOYEES

# MEMORANDUM

# OF

# UNDERSTANDING

## Effective:

## May 22, 2022--June 30, 2024

# CITY OF ANGELS
# EXEMPT EMPLOYEES MEMORANDUM OF UNDERSTANDING

1. **PARTICIPANTS**

This Memorandum of Understanding ("MOU") is entered into by and between the City of Angels ("City") and the City of Angels Employee's Association ("Association"), having met and conferred in good faith regarding wages and conditions of employment. All designated representatives have exchanged freely; information, opinions and proposals and have endeavored to reach agreement on matters relating to wages and benefits.

2. **TERM OF AGREEMENT**

This MOU will remain in effect for a two-year period, beginning May 22, 2022, and expiring June 30, 2024. However, nothing herein shall prohibit the Parties from changing the terms, or any part of the terms, of this MOU, by mutual agreement.

3. **DEFINITION OF CITY**

The City Council or the person or persons duly authorized by the City Council as the representative of the City of Angels, shall hereinafter be referred to as "City".

4. **BARGAINING UNIT**

This MOU shall be applicable to full-time exempt management employees in the classifications listed in Exhibit A. The terms "employee," "bargaining unit employee," "exempt management employees" and "members of this unit" may be used interchangeably herein to mean all workers covered by this MOU.

5. **USE OF CITY FACILITIES**

The Association shall be allowed to use bulletin boards for communications having to do with official Association business, such as times and places of meeting, etc.

6. **NO DISCRIMINATION**

The City and Association agree that there shall be no unlawful discrimination against, and/or harassment of employees or job applicants with respect to any terms or conditions of employment on the basis of actual or perceived: race, color, national origin, ancestry, sex (including pregnancy, childbirth, related medical conditions, or breastfeeding), gender, gender identity, gender expression, sexual orientation, age (40 or over), religion (including religious dress and grooming practices), physical or mental disability, medical condition, pregnancy, marital status, citizenship status, military or veteran status, genetic information or characteristics, or any other basis protected by applicable federal, state, or local law.

7. **ATTENDANCE AT MEETINGS BY EMPLOYEES**

When requested by the City, persons who are representatives of the association shall be given reasonable time off with pay to attend meetings with City representatives. The use of official time for this purpose shall be reasonable and shall not interfere with the performance of City services as determined by the City.

## 8. AT-WILL EMPLOYMENT STATUS/TERMS OF EMPLOYMENT

Members of this bargaining unit are appointed to their positions and serve at the pleasure of the City Council and City Administrator, thus bargaining unit employees are at-will employees and either the City or the employee may terminate the employment relationship at any time with or without notice. As appointed at-will management employees, bargaining unit members have no property right in their jobs and are not entitled to due process for any adverse employment action under the City's Personnel Policy Rules and Regulations or any other City policy or procedure, unless such process is required by law, set forth in this MOU, or an applicable individual employment agreement.

The City Administrator may negotiate employment terms with members of the bargaining unit including but not limited to the appropriate pay step into which to hire new staff (from within the City Salary Table) and to enter into individual employment agreements for such bargaining unit positions on the City's behalf; provided that any such employment agreement terms which conflict with the specified benefits provided under this MOU must be approved by the City Council.

The City's Personnel Policy Rules and Regulations, as may be amended from time to time after meeting and conferring with the Association, shall apply to employees covered by this MOU, to the extent that they are not in conflict with any provision of this MOU or any applicable individual employment agreement.

## 9. SALARIES

Salary ranges for exempt management employee classifications shall be set forth in Exhibit "A". The rates of pay set forth do not include reimbursement for actual and necessary expenses authorized and incurred incident to City employment.

## 10. CONVERSION OF SALARIES

Any monthly, daily or hourly rate of pay may be converted into any equivalent rate of pay or to such other time basis when, in the judgment of the City, such conversion is advisable. In determining equivalent amounts of different time bases, the City shall provide tables or regulations to the person involved for the calculation of payment and for use in converting monthly salaries to hourly rates, as well as for calculating hourly rates.

## 11. SALARY INCREASES / PERFORMANCE REVIEWS

Each employee shall be considered for salary step increases annually in according to the employee's anniversary date, or revised salary anniversary date. Salary step increases are based on merit and are contingent on the recommendation of the City Administrator. If awarded, step increases will be paid the next complete pay cycle following the anniversary date. Should the City Administrator determine that an employee has not achieved the level of performance required for a salary increase, the City Administrator shall provide notice to the employee explaining the specific reason(s) why a salary increase is to be withheld.

Changes in an employee's salary because of promotion, demotion or postponement of salary step increases due to marginal performance will set a revised salary anniversary

date for that employee. However, salary range adjustments for a classification will not set a revised salary anniversary date.

Documentary records and/or performance reviews must be maintained and discussed with the employee at least once every year, and more often if considered desirable by the City.

## 12. PAYMENT OF SALARIES AND WAGES

BIWEEKLY PAY PERIOD--All City employees will be paid on a biweekly basis. This will be a total of 26 paychecks per year which will be issued every other Friday.

## 13. SEVERANCE PAY

Final payroll checks issued as a result of resignation or layoff from City employment will be paid no later than the next regularly scheduled payday. If terminated for cause, accrued wages shall be paid no later than the next regular working day.

## 14. ADMINISTRATIVE LEAVE

Exempt management employees shall receive fifteen (15) eight hour administrative days. Employees should not take administrative leave until after the completion of six (6) months of their probation. Administrative leave cannot be carried over from year to year and is not paid out on termination. Exempt management employees may cash out 60 hours of Administrative leave per fiscal year based on:

a. Approval/discretion of City Administrator
b. Maximum of 60 hours per fiscal year
c. Employee must have sufficient hours accrued for cash out
d. Cash value equals employee's hourly rate times Administrative Leave

## 15. HOLIDAYS

All regular full time employees shall be entitled to thirteen (14) annual holidays off, on full pay. Authorized holidays are as follows:

| | | |
|---|---|---|
| 1. | New Year's Day | January 1 |
| 2. | Martin Luther King | 3rd Monday in Jan. |
| 3. | Washington's Birthday | 3rd Monday in Feb. |
| 4. | Memorial Day | Last Mon. in May |
| 5. | Independence Day | July 4 |
| 6. | Labor Day | 1st Mon. in Sep. |
| 7. | Columbus Day | 2nd Mon. in Oct. |
| 8. | Veterans Day | November 11 |
| 9. | Thanksgiving Day | November, as designated |
| 10. | Day after Thanksgiving | November, as designated |
| 11. | Christmas Eve | December 24 |
| 12. | Christmas Day | December 25 |
| 13. | Floating Day ** | **In lieu of Election Day |
| 14. | Juneteenth | June 19 |

Any additional holidays recognized by the Federal Government shall be an additional holiday and not substituted for any existing holiday.

When a holiday falls on a Saturday, the preceding Friday shall be recognized as a holiday. When a holiday falls on a Sunday, it shall be recognized the following Monday. If a holiday falls within an employee's vacation leave, that day shall be deemed a holiday and not a vacation day.

16. **VACATION ALLOWANCE**

Bargaining unit employees shall be entitled to annual vacation leave, with pay, according to the number of continuous full calendar years of full time employment, based on the following scale:

| | |
|---|---|
| 1 through 5 full calendar years | 10 working days/year |
| 6 through 10 full calendar years | 15 working days/year |

After 11 years of continuous full time service, one additional paid vacation day is added each year until a maximum of 20 working days is reached at the end of 15 years:

| | |
|---|---|
| 11 years | 16 working days |
| 12 years | 17 working days |
| 13 years | 18 working days |
| 14 years | 19 working days |
| 15 years | 20 working days |

Vacation time is accrued from first full month of employment but should not be taken until after passage of 6 months. Employees should request to schedule vacation days as far in advance as possible. Vacations will be scheduled so as to provide adequate coverage of jobs and staff requirements. Vacation does not accrue during unpaid leaves of absence or other periods of inactive service.

Vacation accrues to and will be capped at a maximum of 150% of the employee's annual accrual. Once that maximum amount is reached, no further vacation will accrue until some vacation time is used to reduce the employee's balance below the maximum annual accrual. Employees are responsible to keep track of accrued vacation time. For employees hired prior to January 1, 2006, the City will pay out accrued vacation in excess of the cap over the term of this Agreement. The timing and amount of such payments will be in accord with the City's business needs, as determined by the City Administrator. If the employee's accrual is not reduced below the applicable cap within the applicable time period, the employee will cease to accrue additional vacation until such time as their accrued vacation time falls below the maximum cap.

The City may, in its discretion, schedule vacation time for employees in accord with its business needs, or to buy back unused accrued vacation time in December at the end of each calendar year during the period this MOU is in effect. Additionally, employees may request to cash out up to forty (40) hours of accrued vacation time each calendar year. Such requests will be granted provided, in the City Administrator's sole discretion, City's business needs and financial abilities allow. It is the intent of the City that employees use allotted vacation time for its intended purpose. In lieu pay cannot be substituted for taking vacation time.

17. **SICK LEAVE**

Employees with accumulated sick leave may be granted sick leave for the following:

a. Preventative care, illness or physical incapacity of the employee;

b. Enforcement quarantine of the employee in accordance with community health regulations;

c. Illness or injury in the immediate family will be granted in accordance with the Family Medical Leave Act;

d. Medical, vision and dental office appointments which cannot be scheduled at other than work hours;

e. Diagnosis, care or treatment of a medical condition or preventative treatment for an employee's family member in accordance with the California Paid Sick Leave laws;

f. To obtain relief or services related to bring a victim of domestic violence, sexual assault or stalking in accordance with California Paid Sick Leave laws.

All bargaining unit employees shall be granted eight (8) hours of accrued sick leave for each full month of service.

Employees may be required to file a physician's certificate with the City Administrator stating the cause of the absence exceeding three days.

Accrual of sick leave begins on the first day of the first full month of employment.

Unused sick leave shall be accumulated from year to year. Sick leave may be accrued to a maximum of 720 hours.

Employees may use ½ of their accrued sick leave to attend to illnesses in the immediate family in accordance with the California Kin Care laws.

Unused sick leave will not be cashed out.

Upon retirement, unused sick leave may be credited as service time as provided in the City's contract with PERS.

18. **BEREAVEMENT**

Bereavement leave may be used by employees when they are required to be absent from work because of a death in their immediate family, not to exceed three (3) days in state, or five (5) days if out of state, per incident. This will not be charged to sick leave. Immediate family shall include father, mother, loci parentis, siblings, or child of employee, and mother/father/siblings of the employee's spouse. Additional consideration may be given in special cases as determined by the City Administrator.

19. **LEAVES OF ABSENCES**

Leaves of absence will be administered in accordance with state and federal law and City policies as set forth in the Personnel Policy Rules and Regulations, as may be amended

from time to time. The City complies with California and federal law governing family and medical leaves. The provisions of this section shall be applied in conformity with the California Family Rights Act and the Federal Family Medical Leave Act.

A regular employee may request a leave of absence "without pay" up to a maximum of one year for the following reasons:

a. Prolonged illness
b. To attend school or college or to enter training to improve the quality of his/her service.
c. Jury /Witness Duty. In such cases, the employee shall be paid his/her regular salary and jury/witness fees that the employee may receive from the Court shall be remitted to the City, except pay for travel and meals.
d. Military leave will be granted in accordance with the State and Federal law.
e. An employee who is absent from duty for any reason shall report the reason thereof to his/her supervisor or the City Administrator immediately on the day of absence, unless prevented from doing so.
f. All unauthorized and unreported absences shall be considered as absence without leave a deduction of pay may be made for each period of such absence in accordance with the provisions of the FLSA, and any applicable state or local law. Voluntary absence without leave for five (5) consecutive days shall be considered as an automatic resignation from City service.

## 20. BREAK IN SERVICE

Any employee who is re-employed after being terminating voluntarily or being discharged by the City shall be deemed to have experienced a break in service. Thus, for purposes of computing leave accruals, benefits and any additional compensation such as longevity pay, the employee's length of employment shall then be measured from the date of his/her most recent appointment.

## 21. ADDITIONAL BENEFITS

1. The City shall, for active employees, contribute the following monthly amounts based upon the actual election of medical plan and level of coverage by the employee:

   Employee only: The total monthly premium for the highest premium available PERS plan .

   Employee plus one: The total monthly premium for the highest premium available PERS plan for Employee only, plus 75% of the additional monthly premium of the lowest plan for one dependent.

   Family: The total monthly premium for the highest premium available PERS plan for Employee only, plus 75% of the additional monthly premium of the lowest plan for a family.

   Cash in lieu: Employees with alternate insurance may opt out of City health insurance coverage and receive a payment in lieu of benefits in the amount of two

hundred fifty dollars ($250.00). In no event will employees receive more than $250 in return for waiving all medical coverage for themselves and/or their spouse or dependents.

2. Dental care benefits shall be provided to employees. The City shall contribute 100% of the lowest employee only premium. For employees opting for employee plus one or employee plus family, the City shall pay sixty percent (60%) of the difference between the employee only premium and the respective employee plus one or employee plus family.

3. Vision care benefits shall be provided to City employees. The City shall contribute 100% of the employee only premium. For employees opting for employee plus one or employee plus family, the City shall pay sixty percent (60%) of the difference between the employee only premium and the respective employee plus one or employee plus family.

4. The City strives to provide a high quality, competitive benefits package. Unfortunately, benefits such as medical insurance have recently experienced dramatic fluctuations in premiums. While the City is committed to providing fair and appropriate medical insurance benefits, increases in premiums may be passed onto the employees.

5. Life Insurance benefits will be provided through a City sponsored group term life insurance program administered. The City will contribute the full cost for employee only coverage as follows: group term life insurance coverage of $15,000 natural death; $30,000 accidental death for employee only. Employees are responsible for the payment of any costs in excess of the maximum City contribution

7. Retiree Health Insurance

   a. For employees hired after July 1, 2009 who have a minimum of ten years of service with the City, the City shall contribute on a monthly basis an amount equal to fifty percent (50%) of the current premium contribution for employee only.

   b. Upon retirement, should the employee elect not to participate in the retiree medical benefit plan, the City's contribution will be zero and it will be an irrevocable election.

8. The City shall pay 100% of the Worker's Compensation Insurance Premium.

9. The City shall pay 50% of the Social Security retirement benefit.

10. The City shall pay 100% of the unemployment insurance premium.

11. Public Employees Retirement System (P.E.R.S.)

First Level (Classic) Employees-Employees hired before January 1, 2013 participate in the PERS 2.7% at 55 formula for active local miscellaneous (non-safety) members. Participation requires a payment of 8% of the employee's gross

salary for the 2.7@55 benefit. Effective July 1, 2013, employees will pay the required 8% on a pre-tax basis.

Employees hired before January 1, 2013, who are in local safety positions participate in the PERS 3% at 50 formula for active local safety members. Participation requires a payment of 9% of the employee's gross salary for the 3% @ 50 benefit. Effective July 13, 2013, employees will pay the required 9% on a pre-tax basis.

PEPRA (New Member) Employees-Pursuant to the Public Employees' Pension Reform Act (PEPRA), any miscellaneous (non-safety) employee hired on or after January 1, 2013, who is a "new member" as defined by PEPRA shall participate in the PERS 2% at 62 formula for active local miscellaneous members. Participation requires employees to contribute at least one-half (½) of the "normal cost" of the benefit, rounded to the nearest ¼ of 1% or the current contribution rate of similarly situated employees, whichever is greater. The required employee contributions will be paid on a pre-tax basis.

Local safety employees hired on or after January 1, 2013, who are "new members" as defined by PEPRA shall participate in the PERS 2.7% at 57 formula for active local safety members. Participation requires employees to contribute at least one-half (½) of the "normal cost" of the benefit, rounded to the nearest ¼ of 1% or the current contribution rate of similarly situated employees, whichever is greater. The required employee contribution will be paid on a pretax basis.

Contribution requirements are determined by periodic actuarial valuations under state law and may change in accordance with CalPERS regulations and/or state law.

22. **LONGEVITY**

Employees are eligible for additional compensation for longevity based on years of continuous full time employment with the City. Longevity pay shall be added to the base salary of the employee.

2.5% at 10 years of continuous full-time service
2.5% at 15 years of continuous full-time service
2.5% at 20 years of continuous full-time service
2.5% at 25 years of continuous full-time service

23. **TUITION REIMBURSEMENT**

City shall reimburse employee's expenses for tuition, books and materials upon the demonstration of the satisfactory completion of the course for approved courses relating to their perspective jobs.

24. **CELL PHONE ALLOWANCE**

Bargaining unit employees will receive a monthly cell phone allowance in the amount of $40.00.

25. **EMPLOYEE BONUSES**

**Essential Employee Pay**: In recognition of bargaining unit employees' service to the CITY and its citizens during the challenges presented by the public health pandemic, the CITY will provide a one-time bonus in the amount of two thousand five hundred dollars ($2,500.00) to employees who have been continuously employed in a full-time bargaining unit capacity by the CITY less than five (5) years as of the date this Agreement takes effect. The CITY shall provide a one-time bonus of five thousand dollars ($5,000.00) to employees who have been continuously employed in a full-time bargaining unit capacity by the CITY for five (5) or more years as of the date this Agreement takes effect. The bonus shall be payable the first full pay period following ratification and approval of the MOU.

**COVID-19 Vaccine Bonus -** The CITY shall provide a one-time bonus in the amount of five hundred dollars ($500.00 per shot) to all bargaining unit employees who have been fully vaccinated against COVID-19. Employees who have received a COVID-19 booster vaccination will receive an additional one-time bonus in the amount of $500.00. The bonuses shall be contingent on: 1) ratification and approval of this MOU, 2) employee being in a bargaining unit position as of the date this MOU is ratified and approved, and 3) documentation that the vaccination(s) have been received prior to the date this MOU is ratified and approved being presented to the Administrative Services Officer. Vaccine bonuses shall be payable the first full pay period after ratification and approval have occurred and documentation has been presented.

26. **SALARIES & SALARY SCHEDULES**

See Exhibits A attached.

The term of this agreement shall be from May 22, 2022, through June 30, 2024.

CITY OF ANGELS

Mayor Date

EXEMPT EMPLOYEE ASSOCIATION

Employee Representative Date

Employee Representative Date

# City of Angels Camp

## Exempt Salary Schedule for 2021/2022 Fiscal Year (No COLA Included)

| Range | | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 |
|---|---|---|---|---|---|---|
| 41 | Chief Plant Officer | $36.35 | $38.17 | $40.08 | $42.08 | $44.19 |
| | | $6,300.67 | $6,616.13 | $6,947.20 | $7,293.87 | $7,659.60 |
| | | $75,608.00 | $79,393.60 | $83,366.40 | $87,526.40 | $91,915.20 |
| 49 | Finance Director | $44.29 | $46.51 | $48.83 | $51.28 | $53.84 |
| | | $7,676.93 | $8,061.73 | $8,463.87 | $8,888.53 | $9,332.27 |
| | | $92,123.20 | $96,740.80 | $101,566.40 | $106,662.40 | $111,987.20 |
| 41 | Administrative Services Officer | $36.35 | $38.17 | $40.08 | $42.08 | $44.19 |
| | | $6,300.67 | $6,616.13 | $6,947.20 | $7,293.87 | $7,659.60 |
| | | $75,608.00 | $79,393.60 | $83,366.40 | $87,526.40 | $91,915.20 |
| 51 | Public Works Superintendent (Adopted Dec. 2020) | $46.54 | $48.86 | $51.31 | $53.87 | $56.57 |
| | | $8,066.93 | $8,469.07 | $8,893.73 | $9,337.47 | $9,805.47 |
| | | $96,803.20 | $101,628.80 | $106,724.80 | $112,049.60 | $117,665.60 |
| 57 | Police Chief | $53.97 | $56.67 | $59.50 | $62.48 | $65.60 |
| | | $9,354.80 | $9,822.80 | $10,313.33 | $10,829.87 | $11,370.67 |
| | | $112,257.60 | $117,873.60 | $123,760.00 | $129,958.40 | $136,448.00 |

# City of Angels
## City Council Monthly Update
February 2025

Mayor Michael Chimente
Vice Mayor Caroline Schirato
Councilmember Alvin Broglio, Councilmember Isabel Moncada, Councilmember Scott Behiel

# Significant Ongoing Projects

**Major Projects:**
Utica Park – Estimated Completion April 2025
Project Manager: Amy Augustine – Augustine Planning Associates

Eureka Oaks (Habitat) – Estimated Completion ~2027
Project Manager: Dave Richard (Unico) - Dewberry

**Current CIP Project**:
Mark Twain Road Looping Pipes – Engineering Plans Completed
Estimated Completion: Q3 2025
Project Manager: Dave Richards - Dewberry

**Next CIP Project:**
Vallecito Sewer Line Upgrade – Engineering Plans Submitted
Project Manager: Dave Richards - Dewberry

## FY24/25 Noteworthy Accomplishments:

January – Cut/Exposed/Explored Birds Way
January – Fire Station 3rd Bedroom
January – New City Council Seated

December – BFCO Michael Clarke
December – Ratified MOU for Fire/Misc/Exempt
December – Fulltime Fire Chief
December – Old City Hall Roof
December – City Officials Handbook
December – Angels Creek FEMA Grant

November – General Election
November – City Administrator Interview Panels
November – Negotiations Complete

October – First Use of Crack Sealing Machine
October – Measure “A” Goes into Effect
October – Downtown Benches/Trash Receptacles

September - Booster Way Sewer Upgrade Complete
September - Utica Park Playground Equipment Installed
September - Eureka Oaks (Habitat) Groundbreaking
September - Angel Creek Trail Enviro Review Completed

August - Received Boom Mower
August - Stop Signs & Crosswalks at Mark Twain School

July - Citywide Street Sign Replacement Complete

# Administration

Interim City Administrator Steve Williams, City Clerk/HR Rose Beristianos

**Current Vacancies/Recruitments:**

- City Administrator
- Fire Engineer
- Firefighter
- Police Officer
- Plant Operator in Training

**New Hires/Promotions in January:**

- Caleb Mason – Chief Plant Officer (Promotion)
- Kasey Douglas – Account Tech II (Promotion)

**Projects:**

- City Administrator Recruitment
- Fire Department Reorganization
- Water Rate Update

## Capital Improvement Projects (CIP) Enterprise Fund

| Plans Due By | Person Responsible | CIP Category | Project | Detail | Cost Estimate |
|---|---|---|---|---|---|
| 10-01-24 | Dave Richards | Water | Mark Twain Rd | Looping Pipes | $ 680,000 |
| 11-01-24 | Dave Richards | Wastewater | Vallecito Road | Pipe Replacement | $ 990,000 |
| 04-01-25 | Dave Richards | Wastewater | East Angels Trunk | Cure in Place | $1,910,000 |

| Start Date | Person Responsible | CIP Category | Project | Detail | Cost Estimate |
|---|---|---|---|---|---|
| 10-01-24 | Chris Oflinn | Water | Pressure Relief Valves | Replace all PVR | $ 780,000 |
| 11-01-24 | Chris Oflinn | Water | Automated Meter Readers | Install AMR's | $ 400,000 |
| 01-01-25 | Chris Oflinn | Wastewater | Scope Lines with CCTV | Data to Dewberry | $ 75,000 |

# Finance Department

**Annual Financial Audit**

- A draft of the audit is expected by the second week of February.

**Year-End Reporting**

- The primary focus in January was completing year-end reporting requirements.
- W-2s and 1099s for vendors were processed and distributed by the end of the month as required.

**AccuFund Software Implementation**

- Continued importing data from Springbrook, including employees, vendors, and customers.
- Go-Live Timeline:
  - February 2025: Accounts Payable, Accounts Receivable, Cash Receipts, and General Ledger go live. Training begins on February 4th.
  - Payroll Update: Payroll did not go live in January as originally planned due to the complexity of the setup, requiring further review.

**Proposition 218 Rate Study**

- Staff focused on preparing materials for the Proposition 218 rate study workshop, which was presented on January 29th.

# Code Enforcement and Building

**Building – Completed in January**

- **Number of Permits Issued** **20**
  - Re-Roofs 9
  - Burn Permit 4
  - Solar 2
  - HVAC 2
  - Wood Stove 1
  - New Single Family Residence 1
  - Fire Alarm 1
- **Number of Inspections** **32**

**Code Enforcement – Completed in January**

| | | |
|---|---|---|
| **Open cases on January 1** | | **13** |
| | New | Open |
| Violation Type | | |
| Public Nuisance | 3 | 10 |
| Other | 3 | |
| Housing | 1 | 4 |
| Other | 2 | |
| Building Construction | 1 | |
| Dangerous Building | | 1 |
| New Cases in January | 9 | |
| Cases Closed in January | 7 | |
| **Open cases on January 29** | | **15** |

# Water / Wastewater / Public Works

Public Works Superintendent Chris Oflinn

**Water – Completed in January**

- Repaired Three (3) Water Leaks
- Quarterly Pressure Reducing Valve Inspections
- Replaced Two (2) Curb Stops
- Quarterly Sedimentation Basin Cleaning
- Repaired Wash Pump for Basin Cleaning
- Chlorine Generation Unit Dump Valve Replacement
- Training on Maintaining Streaming Current Discharge

**Wastewater – Completed in January**

- Cleared Three (3) Sewer Plugs
- Checked Grease Pipes
- Several Vehicle and Equipment Repairs
- Rebuild Uninterrupted Power Supply in MCC Building
- Annual Stream Discharge Permit Reporting
- Removed Dead Walnut Tree at the Plant
- Created SOP for Cleaning Effluent Pump Station
- Effluent Pump Station Cleaning

**Public Works – Completed in January**

- Cut and Chiseled sidewalk near Pickled Porch for installation of Frog Plaques
- Cut/Exposed/Explored Birds Way for Sink Holes
- Pruned Trees and Removed Live Oak at Museum
- Removed Two (2) Trees in ROW near Oneida/Pacific

**Looking Ahead**

- Pressure Relief Valve Replacement (Est. March)
- Gardner Lane Chip Sealing and Speed Tables (Est. March)
- Automated Meter Readers and Software have been ordered. Waiting for Shipment.
- Begun Camera Work on the Sewer Collection System and will Continue to Identify Inflow and Infiltration.

# Planning Department

Amy Augustine – Contract City Planner

**Planning – Completed in January**

- **Utica Park Project Oversight** - Change orders for additional costs associated with a new irrigation system and additional lighting were approved. The final week of January, electrical undergrounding will near completion and the landscaping irrigation system will begin installation. Outdoor gym equipment arrived in late January and is being installed near the children's playground. The stage began construction in January and will proceed through approximately mid-February. The hard court fencing was completed, basketball hoops have arrived and will be installed closer to the park opening date to discourage break-ins before the park opens. The new stairway from the highway was poured.
- **PRICE Grant –** The City was not awarded a $11,672,000 grant to improve infrastructure in, upgrade, and replace mobile homes in the city's four mobile/modular home communities. 17 grants were awarded nationwide.
- **Foundry Lane –** A Caltrans appraisal is scheduled for completion by the end of January. The item is tentatively scheduled for the California Transportation Commission in May 2025.
- **All Hazards (Zoning Code Updates) –** A public open house for the project was held 12/12/24 from 3-5 p.m. with no participants. Due to poor attendance and poor outreach, another meeting was offered on 1/16/25.

**Planning – Looking Ahead**

- **Utica Park** - The Calaveras County Garden Club informed the city that it would like to donate some landscaping. Staff is meeting with the community group in early February to identify the proposed landscaping area(s), plant selection, and design. Later in February, staff will provide the Council with the costs of seal coating the parking lot and driveway after City staff performs crack sealing and once construction is completed as per Council's request. **PG&E Resilience Grant** – Staff will be preparing a grant application for kitchen and lighting improvements at Utica Park. The grant is due 1/31/25 for up to $100,000.
- **GIS –**ParcelQuest opened the city ParcelQuest Gateway in January. In February, staff will coordinate with ParcelQuest to launch the program which is expected to provide a non-subscription source of online zoning information for the public.
- **Conditional Use Permit for a Church School** off Depot Road is scheduled for a February Planning Commission hearing.
- **All Hazards** Staff anticipates presenting initial code amendments to the Planning Commission in February 2025.
- **Traffic Impact Mitigation Fees** In February, staff will be preparing and issuing Requests for Proposals
- **Climate Action Plan** In February, staff will prepare the environmental document necessary to certify the City's Climate Action Plan.

# Engineering Department

Aaron Brustatori – Contract City Engineer

**Engineering – Completed in December**

- **Eureka Oaks (Habitat)** – Correspondence regarding changes in curbs.
- **Foundary Lane Extension –** Participate in Landowner Meeting.
- **Angels Camp Museum** – Pre-storm Inspection and Recommendations for Drainage

**Engineering – Looking Ahead**

- **Pickle Porch Public Parking** – Provide Cost Estimate for Improving 14 Spaces
- **Murphys Grade Drainage** – Final review of plans. Preparation for bid for June 2025 construction.
- **Eureka Oaks (Habitat)** – Recommendations Regarding Maintenance Agreements.
- **MACT Museum** – Continue as-needed Support
- **Old Napa Site** – Provide Conceptual Options for Parking Facility

# Fire Department

Chief John Rohrabaugh

### Responses in January

| | |
|---|---|
| **Total** | **85** |
| Emergency Medical | 49 |
| Public Service | 14 |
| Cancelled Prior to Arrival | 9 |
| False Call | 6 |
| Other Investigative | 3 |
| Vehicle Accident | 3 |
| Structure Fire | 1 |

### Notable Calls in January:

- Small Stove Fire / Forced Entry 1:30am
- Small Fire at Greenhorn Creek
- Two (2) Major Vehicle Accidents
- Assist PD with GSW

### Additional Info in January:

- Prepared for Firefighter and Engineer Interviews
- Repurpose Pick up for BFCO use
- Started 3/0 Staffing on Thursdays and Fridays
- Started Construction of 3rd Bedroom
- Serviced all City Fire Extinguishers
- CPR Classes Completed for all Fire Staff

### Emergency Medical and Public Service Calls

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Lift Assist | 13 | General Medical | 5 | Violence | 2 | Eye Injury | 1 |
| Short of Breath | 13 | General Trauma | 5 | Seizure | 2 | Dog Bite | 1 |
| Chest Pain | 6 | Unconscious | 3 | CPR | 2 | Finger Stuck | 1 |
| ALOC | 6 | Back Pain | 2 | Nose Bleed | 1 | | |

### Looking Ahead:

Fire Chief to Occupy Angels Fire Office Fulltime

Hire New Firefighters and Engineers

Complete New Bedroom at Fire Station

3/0 Staffing on all Shifts before March 1, 2025

# Police Department

Chief Scott Ellis

### Activity in January

| | |
|---|---|
| Total Incidents | 334 |
| Total Reports | 34 |
| Total Traffic Stops | 80 |
| Total Arrests | 11 |

**Types of Calls:**

- Disturbance 13
- Theft 4
- Domestic Violence 3
- Assault and Battery 1

### Additional Info in January

- Police Officer Krystine Storey in Field Training
- Working with dispatch to be able to receive APLR notifications
- Chief attended ACBA mixer at Bank of Stockton
- Additional Recruitment Efforts
  - Academy Recruit Position Active Recruitment
  - Lateral Officer Active Recruitment
  - Paid Advertisement on Social Media
  - Paid Advertisement on PORAC
- Volunteers Donated 38.75 Hours

### Looking Ahead

- Cal Trans to approve encroachment permit for installation of ALPR cameras near Highway 4 and 49.

ANGELS CAMP BUSINESS ASSOCIATION * PO BOX 62 * ANGELS CAMP CA 95222 * 209-736-1333

January 5, 2025

Steve Williams
Interim City Administrator
City of Angels Camp
P.O. Box 667
Angels Camp, CA 95222

Dear Steve,

On behalf of the Angels Camp Business Association, I would like to thank you, your office staff, your maintenance crew, and the Angels Camp Police Department for your support of the 32nd Annual Angels Camp Gold Country Christmas Parade on December 22, 2024. Your support of the parade and other holiday activities is truly appreciated. Your continued support helped to make the Parade a success for the participants as well as the folks who came to watch.

The Board of Directors of the Angels Camp Business Association appreciates everything you and your hardworking staff do for the Angels Camp community.

Sincerely,

Marilyn Smith

Marilyn Smith
Parade Coordinator
2023 Gold Country Lighted Parade
Angels Camp Business Association
Board of Directors

*You're invited to the*

# Calaveras County Department of Public Works

# RIBBON CUTTING

## Celebrating the completion of the Calaveras County Monument and Wayfinding Sign Project

*The celebration will take place on*

**Tuesday, February 4, 2025**
**From 10:00 am to 11:00 am**
**Calaveras County Government Center**
**Board of Supervisors Overflow Room**
**891 Mountain Ranch Rd. San Andreas, CA**



CITY HALL

CITY OF ANGELS PO Box 667, 200 Monte Verda St. Suite B, Angels Camp, CA 95222 P: (209) 736-2181

January 25, 2025

Pacific Gas & Electric
PG&E Resilience Hubs Grant Application 2025
ResilienceHubs@pge.com

Re: Habitat for Humanity Calaveras ReStore and Community Resilience Center

To Whom it May Concern:

I am writing to express support for the Habitat for Humanity Calaveras ReStore and Community Resilience Center feasibility grant application that Habitat for Humanity Calaveras is submitting to Pacific Gas & Electric for the PG&E Resilience Hubs Grant Application for 2025.

My name is Michael Chimente, and I have the honor to serve as Mayor of Angels Camp. Habitat for Humanity Calaveras is an integral part of Angles Camp and a true community partner. I support Habitat for Humanity Calaveras' desire to engage in a feasibility assessment of resilience hub needs and conceptual ideas for a resilience hub in Angels Camp. I believe this project would be of significant benefit to the Angels Camp community as well as surrounding areas in Calaveras County.

The Habitat for Humanity Calaveras affiliate is in Angels Camp, CA in Calaveras County. Calaveras County located in the central foothills of the Sierra Nevada is a rural area of California that faces threats from climate change, while being a population of disadvantaged and vulnerable communities. The location of Calaveras County puts the communities susceptible to extreme weather events including wildfires, winter events/flooding, drought, wind events and the safety power shutoffs that are a result of these weather events. Community members, especially those vulnerable, or need to evacuate, need a place to go for support, communication and to access resources.

A feasibility study would benefit our community to gather information and support for a Community Resilience Center in the northern part of Angels Camp, CA which is a central location in Calaveras County. In Calaveras County Habitat for Humanity Calaveras is dedicated to eliminating substandard housing through constructing affordable homes, advocating for housing policies and offering critical home repairs. Habitat Calaveras plans to open a ReStore in 2026-2027, an independently owned reuse store, and adding a space for a Community Center at this ReStore location with classrooms, conditioned spaces, evacuation areas and a center that can be maintained and accessed year-round as a resilience hub would give a community the capacity to deal with extreme climate events and emergencies.

I encourage you to award Habitat for Humanity Calaveras' grant application. Should you have any additional questions, please feel free to contact me at michaelchimente@angelscamp.gov.

Sincerely,

Michael Chimente
Mayor

# January 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | 1 HOLIDAY | 2 | 3 | 4 |
| 5 | 6 | 7<br>City Council Meeting | 8 | 9<br>Planning Com 5:30 | 10 | 11 |
| 12 | 13 | 14 | 15<br>COG TAC<br>CPPA<br>IRWMA | 16<br>All hazards planning Codes 3pm to 5pm | 17 | 18 |
| 19 | 20 HOLIDAY | 21<br>City Council Meeting | 22<br>Bank of Stkn Mixer 5pm to 7pm | 23 | 24 | 25 |
| 26 | 27<br>LAFCO | 28<br>UWPA | 29<br>MEETING FIRE WATER RATES 6pm | 30 | 31 | |
| | | | | | | |

LEAGUE OF CITIES Mayors and Council Members Academy January 22-24, 2024 Sac, January 29-31, 2024 Garden Grove

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# February 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4<br>City Council Meeting<br>*CountyBOS Monument Ribbon Cutting 10AM | 5<br>COG | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13<br>Planning Com 5:30 | 14<br>Avellino Ribbon Cut 4:00pm RSVP by 2/12 | 15 |
| 16 | 17 | 18<br>City Council Meeting | 19<br>COG TAC<br>IRWMA | 20<br>CSEDD | 21 | 22 |
| 23 | 24 | 25<br>UWPA | 26 | 27 | 28 | |
| | | | | | | |

**LEAGUE OF CITIES City managers Conference Feb 5-7, 2025**

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# March 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4<br>City Council Meeting | 5<br>COG | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13<br>Planning Com 5:30 | 14 | 15 |
| 16 | 17<br>LAFCO | 18<br>City Council Meeting | 19<br>COG TAC<br>IRWMA | 20 | 21 | 22 |
| 23 | 24 | 25<br>UWPA | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

**LEAGUE OF CITIES Planning Commissioners Academy March 5-7, 2025, Public Works Officers Institute March 19-21, 2025**

**CSEDD: R: Chimente, A: Broglio**
**COG: R: Behiel & Schirato A: Broglio**
**CPPA: R: Chimente, A: Broglio**
**LAFCO: R: Behiel & Moncada A: Chimente**
**SOLID WASTE TASK FORCE: R: Broglio, A: Chimente**
**UWPA: R: Broglio & Schirato, A: Chimente**

**COG TAC – City Administrator**
**IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR**

# April 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | 1<br>City Council Meeting | 2<br>COG | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10<br>Planning Com 5:30 | 11 | 12 |
| 13 | 14 | 15<br>City Council Meeting | 16<br>COG TAC<br>CPPA<br>IRWMA | 17 | 18 | 19 |
| 20 | 21 | 22<br>UWPA | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |
| | | | | | | |

**LEAGUE OF CITIES City Leaders Summit April 23-25, 2025**

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# May 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6<br>City Council Meeting | 7<br>COG | 8<br>Planning Com 5:30 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15<br>CSEDD | 16 | 17 |
| 18 | 19<br>LAFCO | 20<br>City Council Meeting | 21<br>COG TAC<br>IRWMA | 22 | 23 | 24 |
| 25 | 26 | 27<br>UWPA | 28 | 29 | 30 | 31 |
| | | | | | | |

**LEAGUE OF CITIES City Attorneys Spring Conference May 7-9, 2025**

**CSEDD: R: Chimente, A: Broglio**
**COG: R: Behiel & Schirato A: Broglio**
**CPPA: R: Chimente, A: Broglio**
**LAFCO: R: Behiel & Moncada A: Chimente**
**SOLID WASTE TASK FORCE: R: Broglio, A: Chimente**
**UWPA: R: Broglio & Schirato, A: Chimente**

**COG TAC – City Administrator**
**IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR**

# June 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| 1 | 2 | 3<br>City Council Meeting | 4<br>COG | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12<br>Planning Com 5:30 | 13 | 14 |
| 15 | 16 | 17<br>City Council Meeting | 18<br>COG TAC<br>IRWMA | 19 | 20 | 21 |
| 22 | 23 | 24<br>UWPA | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |
| | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# July 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | 1<br>City Council Meeting | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10<br>Planning Com 5:30 | 11 | 12 |
| 13 | 14 | 15<br>City Council Meeting | 16<br>COG TAC<br>CPPA<br>IRWMA | 17 | 18 | 19 |
| 20 | 21<br>LAFCO | 22<br>UWPA | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |
| | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

# August 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5<br>City Council Meeting | 6<br>COG | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14<br>Planning Com 5:30 | 15 | 16 |
| 17 | 18 | 19<br>City Council Meeting | 20<br>COG TAC<br>IRWMA | 21<br>CSEDD | 22 | 23 |
| 24 | 25 | 26<br>UWPA | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# September 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | 1 | 2<br>City Council Meeting | 3<br>COG | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11<br>Planning Com 5:30 | 12 | 13 |
| 14 | 15<br>LAFCO | 16<br>City Council Meeting | 17<br>COG TAC<br>IRWMA | 18 | 19 | 20 |
| 21 | 22 | 23<br>UWPA | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |
| | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

# October 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | 1<br>COG | 2 | 3 | 4 |
| 5 | 6 | 7<br>City Council Meeting | 8 | 9<br>Planning Com 5:30 | 10 | 11 |
| 12 | 13 | 14 | 15<br>COG TAC<br>CPPA<br>IRWMA | 16 | 17 | 18 |
| 19 | 20 | 21<br>City Council Meeting | 22 | 23 | 24 | 25 |
| 26 | 27 | 28<br>UWPA | 29 | 30 | 31 | |
| | | | | | | |

**LEAGUE OF CITIES Annual Conference and Expo October 8-10, 2025**

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# November 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4<br>City Council Meeting | 5<br>COG | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13<br>Planning Com 5:30 | 14 | 15 |
| 16 | 17<br>LAFCO | 18<br>City Council Meeting | 19<br>COG TAC<br>IRWMA | 20<br>CSEDD | 21 | 22 |
| 23 | 24 | 25<br>UWPA | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR

# December 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---|---|---|---|---|---|---|
| | 1 | 2<br>City Council Meeting | 3<br>COG | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11<br>Planning Com 5:30 | 12 | 13 |
| 14 | 15 | 16<br>City Council Meeting | 17<br>COG TAC<br>IRWMA | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| | | | | | | |

CSEDD: R: Chimente, A: Broglio
COG: R: Behiel & Schirato A: Broglio
CPPA: R: Chimente, A: Broglio
LAFCO: R: Behiel & Moncada A: Chimente
SOLID WASTE TASK FORCE: R: Broglio, A: Chimente
UWPA: R: Broglio & Schirato, A: Chimente

COG TAC – City Administrator
IRWMA - PW SUPERINTENDENT / CITY ADMINISTRATOR