

**MINUTES FROM THE ELECTRIC VEHICLE PROGRAM WORKSHOP
THE UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA,
WEDNESDAY, DECEMBER 15, 2021 - 3:00 P.M.**

The above referenced workshop of the Utility Board of the City of Key West, Florida, convened at 3:00 P.M., on the above date and was called to order by Utility Board Chair Mona Clark. This is meeting 3 of 3 Electric Vehicle Program Workshops.

Utility Board Members Present

Mona Clark, Utility Board Chair (in-person)
Robert Barrios, Member (in-person)
Pat Labrada, Member (in-person)

Staff Present

Lynne Tejeda, General Manager & CEO (in-person)
Nathan Eden, Utility Board Attorney(in-person)
Dan Sabino, Engineering & Control Center Director (in-person)
Erica Zarate, Customer Services Director (in-person)
Edee Delph, Executive Assistant to GM/CEO & UB (in-person)

Others Present

Karen Massey, AECOM Project Manager (in-person)
Dana Al-Qadi, AECOM Task Lead (in-person)
Max Bernt, New Gen Strategies Task Lead (virtual)
Paige Humecki, AECOM Task Lead (virtual)
Rachel Galowich, AECOM Task Support (virtual)
Joelle Deese, City of Key West Adaptation and Energy Coordinator(virtual)

Mrs. Tejeda stated that today's workshop is to continue the discussion regarding one of the Utility Board's Strategic Plan Initiatives to determine the Board's role in bringing Electric Vehicles (EV) into the community.

Ms. Massey stated that at the conclusion of the June 8, 2021, EV Workshop the Board's priorities were to:

- Provide Value to all KEYS Customers
- Enhance Customer Service
- Maintain Flexibility in a Changing EV Market
- Support KEYS EV Goals

Ms. Massey stated that at today's workshop the Board will be provided with an overview, recap of goals/priorities, program options, recommendations and next steps.

Agenda Item #2 – Discuss Possible Programs to Support Electric Vehicle Goals and Strategies

Ms. Massey provided an Approach Overview for workshop:

- Facilitate Utility Board Determination of EV Program Goals
- Create Charging Station Program
- Establish EV Rates
- Identify Financial Opportunities
- Facilitate Utility Board Workshop Final Program
- Implement Program

Ms. Massey reviewed the Program Goals, Strategies and Potential Programs with the Board:

Goal 1: Maintain grid resilience and reliable electric service while minimizing costs for customers.

- Strategy - Establish cost-based rate structures and fees
 - Potential Program - EV Charging Rates

Goal 2: Support customer knowledge and education regarding transportation electrification.

- Strategy - Conduct residential customer and stakeholder outreach and facilitate awareness regarding transportation electrification and provide customers with relevant information regarding EV charging practices and infrastructure.
 - Potential Program - EV Education & Marketing Strategies to Promote EV Awareness and Program Participation

Goal 3: Support broader KEYS efforts to reduce reliance on fossil fuels.

- Strategy - Include data regarding carbon reduction benefits of EVs versus internal combustion engine vehicles in educational materials.
 - Potential Program - EV Education

Goal 4: Remain flexible to evolving customer EV needs and enhance KEYS preparedness for impacts of future EV charging.

- Strategy –
 - a) Design EV program options and KEYS role in facilitating such a program in order to develop a KEYS EV program that meets customer and utility needs through effective processes and infrastructure services
 - Potential Program - Fleet Charging Assessment & Third Party Charging on Utility Poles
 - b) Align EV Program efforts with KEYS' future growth initiatives and strategies such as reducing reliance on fossil fuels, reducing peak demand or other KEYS' Strategic Plan elements.
 - Potential Program - Climate Target Support & KEYS EV Dashboard
 - c) Develop electric vehicle rebates and other purchase incentives to gather data about EV charging infrastructure installation within the community.
 - Potential Program - EV Charger Incentive Program

Mr. Bernt informed the Board that options for EV Rates will be developed and shared with the Board in a future workshop. Selected options will likely be rolled out as a pilot for KEYS to evaluate prior to Advanced Metering Infrastructure (AMI) system deployment.

Ms. Humecki reviewed Marketing and Education Strategies, stating that utilizing different marketing and education strategies draw awareness to vehicle electrification and provide information how customers can take advantage of KEYS resources.

Ms. Massey reviewed program design and program details for each strategy with the Board and provided the Board with recommendations for each goal.

The Board members expressed interest in pursuing EV Charging Rates, EV Education & Marketing Strategies to Promote EV Awareness and Program Participation, KEYS EV Dashboard and EV Charger Incentive Program. The Board would consider Third Party Charging on Utility Poles; however, they directed staff to respond to vendor requests rather than develop a program. After discussion with the Board, Ms. Massey concluded the workshop thanking the Board members for their valuable insights.

Mrs. Tejada stated that the next steps include, EV Program Adoption, Finalize Program Design and Program Implementation.

(The power point presentation is available upon request)

ADJOURNMENT

The Utility Board Electric Vehicle Program Workshop (3 of 3) of Wednesday, December 15, 2021, was adjourned by Utility Board Chair Mona Clark at 4:37 p.m.

APPROVE:

Mona C. Clark, Utility Board Chair

ATTEST:

Lynne E. Tejada, General Manager/CEO & Secretary

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