



# EV Readiness Checklist

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Prepared by  
The Metropolitan Mayors Caucus and  
Green Ways 2Go





# EV Readiness Background

The *EV Readiness Program* began in November 2019 as a way to help municipalities prepare for the expected increase in EVs, EV charging stations, and potential funding for electrification. The concept of the future EV Readiness program is based on the SolSmart program, which utilized a checklist to prepare local governments for the growth in rooftop solar and recognized communities for their accomplishments.

The Metropolitan Mayors Caucus (MMC) and Green Way Energy, LLC, d.b.a. Green Ways 2Go (GW2G), developed an EV Readiness Checklist (“Checklist”) and a counterpart EV Ready Decision and Buying Guide (“Guide”), as part of the first phase of an EV Ready Program.

Phase one of the EV Readiness program had three primary tasks:

- Complete Stakeholder Listening Sessions
- Develop an EV Readiness Checklist (“Checklist”)
- Develop an EV Ready Decision and Buying Guide (“Guide”)

The 17 listening sessions included meetings with councils of government, municipal employees and elected officials from across the region, EV dealers, EV charging station vendors, installers, ComEd, the business community, and others to listen and learn about their perceptions, opportunities, barriers, policies, future ideas and concerns related to transportation electrification. The listening sessions were completed between November 2019 and April 2020. The EV Ready Program team talked to individuals and groups of up to 40 individuals, in person and via teleconference. A series of questions were prepared and asked to generate dialogue appropriate for each listening session. The notes from these listening sessions informed the Checklist and Guide.

The Checklist was developed to provide ideas related to transportation electrification over the range of activities that jurisdictions regularly consider, such as permitting, planning, zoning, codes, inspection, parking policy, and more. Municipalities must act on behalf of their citizens and their business community; carefully manage investments and operations over the long term; and should collaborate regionally for sustainable development. These goals and responsibilities are captured in the Greenest Region Compact, adopted by nearly half of the region's municipalities. This Checklist considers these perspectives.

The Guide has been developed to assist jurisdictions in the decision processes related to investments and managing risks related to EVs and EV infrastructure. This includes selection of the vehicles and the chargers, how to qualify sites for EV charging systems, how to support investments, how to set up training and communication programs, and more.

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## Using the EV Readiness Checklist

The EV Readiness Checklist is designed to help local governments get ready for the future electrification of transportation. This comprehensive list broadly considers municipal jurisdiction and influence in the advancement of electric vehicles (EV) and electric vehicle charging infrastructure. Municipalities may use this checklist for planning and to guide actions towards EV readiness.

The recommended actions will support municipalities in developing and implementing safe and effective policies and practices for EV charging and support of the overall market. The Checklist focuses on areas of municipal authority and influence. It is expected that each community will review and consider those ideas that best fit their respective communities, budgets and timelines. It is not necessary to complete all of the actions to be EV Ready. Doing so would result in a very sophisticated and comprehensive municipal commitment to electrification. Actions are not prioritized, and specific solutions, tools and examples are not yet available.

This EV Readiness Checklist is the first product of the nascent EV Ready program. A fully developed EV Ready program will prioritize these actions, as well as offer templates, tools and recommend strategies for accomplishing Checklist items. A future EV Ready program will also refine this checklist into an EV Ready scorecard and recognize local governments that take successful actions to become EV Ready.

The other product of the Becoming EV Ready project is an EV Ready Decision and Buying Guide to help local governments begin making smart investments in EVs and EV charging systems now or when grant funding becomes available.

The Metropolitan Mayors Caucus gratefully acknowledges The Joyce Foundation for exclusively supporting this project.

## EV READINESS SUMMARY ACTIONS CHECKLIST

<b>Commit to EV Readiness</b>
Make a public statement in support of EV readiness.
Report baseline metrics, including power level and quantity of publicly accessible and municipally owned EVCSs, as well as number of municipal fleet EVs and constituent-owned EVs.
Establish process for tracking other EV metrics over time, such as EVSE hours in use; number of charging events; financial outcomes; and greenhouse gas emissions and other pollution avoided.
<b>Zoning and Planning</b>
Clarify or establish new zoning rules to facilitate EVCS installation.
Establish EVCS zoning siting criteria.
Establish regulations for the commercial operation of EVCSs.
Clearly and concisely communicate EVCS zoning rules.
Plan for community EV readiness.
Support regional planning and collaboration for a robust and strategic network of EV charging.
Leverage supportive state and federal legislation and utility initiatives.
Plan for future EVs and EVCSs.
<b>Permitting</b>
Develop clear permitting processes for EVCSs.
Adopt a STANDARD EVCS permit process primarily for Level 2 non-residential, workplace and multiple-unit dwelling installations.
Adopt a SPECIAL EVCS permit process for Level 3/DC Fast Chargers, and large, complex Level 2 installations.
Adopt RESIDENTIAL EVCS guidelines.
Provide information to help permit applicants understand requirements.
Continuously improve permit processes.
<b>Inspection and Safety</b>
Develop simple and clear inspection processes for EVCSs.
Train staff to improve inspection of EVCS installations.
Support public safety staff and first responders to safely manage incidents involving EVs and EVCSs.
Integrate transportation electrification into public safety plans.
Provide EV and EVCS safety information to protect consumers.
<b>Parking and Access</b>
Establish parking policies to balance constituent needs and support growth in EV readiness.
Establish parking enforcement policies and procedures.
Identify and promote EVCSs.

## New Construction

Incentivize or require new construction to be EV CAPABLE or EV READY to reduce costs of future EVCS installation.

Establish requirements for making new single-family RESIDENTIAL units EV READY or EV CAPABLE.

Establish requirements for making new multiple-unit dwellings and commercial, workplace, and municipal facilities EV READY or EV CAPABLE.

## EV Owner Rights

Adopt resolution supporting resident rights to access EVs and EVCSs.

Encourage landlords and homeowners' associations to support easy and equitable access to EV charging.

Encourage employers to support easy and equitable access to charging.

Promote equitable access to EVs and EVCSs through policies and programs.

Provide consumer protection resources on EVs and EVCSs, to help residents make informed purchasing decisions.

## Municipal Fleets

Integrate EVs into municipal fleets.

Install EVCSs at public facilities.

Include EVs in local government planning and purchasing.

## Utility Engagement

Collaborate to promote transportation electrification.

Educate EV users about utility programs.

## Community Engagement

Educate the public.

Promote community partnerships.

Cultivate community leadership.

## Market Development and Finance

Facilitate use of incentive programs for EVs and EVSEs.

Assist in developing EV and EVSE markets.

Evaluate the use of EV charging to generate revenue.

Develop financial plans that consider social and environmental value.



# EV READINESS CHECKLIST

The following recommended actions will help local governments become ready for the future electrification of transportation. This comprehensive list broadly considers municipal jurisdiction and influence in the advancement of electric vehicles (EV) and electric vehicle charging infrastructure. Municipalities may use this checklist for planning and to guide actions towards EV Readiness.

<b>TERMS</b>	<p><b>Electric Vehicles (EVs)</b> - EVs include any vehicles that store energy to be used for propulsion. For the purposes of this program, the term "EV" is used synonymously with Plug-in Electric Vehicle (PEV), although Hybrid Electric Vehicles (HEV) also use batteries to aid propulsion and may be included as EVs in this strict context.</p>
	<p><b>Electric Vehicle Supply Equipment (EVSE)</b> - Device that safely supplies and manages the flow of electricity from a host facility into an EV's battery. EVSEs may also include communication, metering, GPS and other features that assist EV drivers and the facility.</p>
	<p><b>EV Charging System (EVCS)</b> - EVSE plus mechanical and electrical infrastructure including conduit, wiring, circuit breakers, electrical panels, transformers and other installation materials.</p>
	<p><b>EV Readiness</b> - condition of a local government and/or region to support strategic and safe investment by both the public and private sectors in electrification of transportation. The term "EV Readiness" defines the broader set of ideas that covers the full gamut of considerations required to plan for, set policies, standardize processes and best practices and more.</p>
	<p><b>EV READY</b> - the condition of a facility having properly installed conduit, wiring, electrical service panels, power capacity and EVSEs to meet future demand. EV READY is a component of EV Readiness. EV READY is also the name of a future Metropolitan Mayors Caucus program that will help municipalities implement items on this checklist and will award communities for EV readiness achievements.</p>
	<p><b>EV CAPABLE</b> - the condition of a facility having properly installed conduit, wiring, electrical service panels, and power capacity near current and/or future EV parking areas or spaces, terminated in outlets or junction boxes to meet future demand. EV CAPABLE plus EVSE installation becomes EV READY. EV CAPABLE may be defined to include only the conduit runs up to having the entire scope of supply except the EVSE.</p>
<b>COMMIT TO EV READINESS</b>	<p><b>COMMIT TO EV READINESS</b></p>
	<p>Make a public statement in support of EV readiness.</p>
	<p>Report baseline metrics, including power level and quantity of publicly accessible and municipally owned EVCSs, as well as number of municipal fleet EVs and constituent-owned EVs.</p>
	<p>Establish process for tracking other EV metrics over time, such as EVSE hours in use; number of charging events; financial outcomes; and greenhouse gas emissions and other pollution avoided.</p>

**ZONING AND PLANNING**

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**Clarify or establish new zoning rules to facilitate EVCS installation.**

Define transportation electrification technologies (EVs, EVCSs) to be considered.

Review zoning requirements and remove restrictions that intentionally or unintentionally hinder EVCS installations.

Exempt EVCSs from certain restrictions and fees related to accessory uses.

Establish EVCS parking, signage, and wayfinding appearance rules.

Define installation of EVCS as a public benefit within the context of Planned Unit Development (PUD).

Provide any preferred design standards outside of current zoning code.

**Establish EVCS zoning siting criteria.**

Designate permitted and prohibited zones and land use types for EVCSs.

Establish zoning rules based on facility type, safety and risk.

Establish property line, building and easement setbacks, and distances from and between vehicles.

Evaluate impacts of proposed EVCSs on traffic, access and egress.

Define and document electrical and mechanical requirements for EVCSs.

**Establish regulations for the commercial operation of EVCSs.**

Describe rules for ownership and operation of commercial or public EVSEs or those (e.g., hours of operation, maintenance, appearance).

Explain rules for advertising on EVSE.

Support the requirement that fee-based EVCSs periodically certify metering (e.g., kWh delivered).

**Clearly and concisely communicate EVCS zoning rules.**

**Plan for community EV readiness.**

Integrate EV readiness into relevant local plans, such as energy, climate, and/or comprehensive plans. Include goals, quantifiable metrics or specific actions.

Evaluate need and prioritize EVCS sectors (e.g., multi-family dwelling, workplace) and locations in the community.

Integrate EVs and the need for EVSE in facility planning.

Predict future needs for EVCSs including priority locations, power level, and quantity.

**Support regional planning and collaboration for a robust and strategic network of EV charging.**

Engage with regional organizations and other strategic partners to advance best practices and policies for EV readiness and sustainable transportation overall.

Collaborative to establish strategic regional EV readiness goals.

Integrate logical regional EVSE siting priorities based on regional transportation networks, mass transit systems, airports, and transit-oriented development (TOD).

Prioritize EVCS sites with good proximity and accessibility to main thoroughfares.

**Leverage supportive state and federal legislation and utility initiatives.**

Evaluate proposed state requirements for EVCS allocation in new construction or renovated buildings.

Evaluate strategies for statewide clean vehicle targets, such as Zero Emission Vehicle (ZEV) and Low Emission Vehicle (LEV) programs.

**Plan for future EVs and EVCSs.**

Plan for future EV capacity and higher power supply in facilities (e.g., up to 20 kW for Level 2 and up to 150 kW for DC Fast Charging).

Monitor autonomous EVs and future implications.

**PERMITTING**

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**Develop clear permitting processes for EVCSs.**

Streamline permitting processes while meeting applicable codes (e.g. building, electrical, product safety) and important health and safety requirements.

[Advise applicants that Illinois statutes require installers to notify the utility about all EVCS projects.](#)

Define parameters for EVCSs requiring **STANDARD** streamlined permits; those requiring **SPECIAL** permits; and residential.

**Adopt a STANDARD EVCS permit process primarily for Level 2 non-residential, workplace and multiple-unit dwelling installations.**

Distinguish and define permitting requirements for *multiple-unit dwelling* and *non-residential* EVCSs.

Detail conditions in which a special permit is required.

Characterize standard EVCS permits as non-discretionary.

Require EVCS installers to be registered with the Illinois Commerce Commission (ICC).

Require EVSE to be verified safe and code compliant.

Require EVCS projects to be registered with the utility.

Clearly describe any basis for rejecting a permit up front.

Create and utilize one standard permit form for EVCS installation projects.

Establish prompt, predictable timelines from application to approval.

Establish reasonable permit fees based on cost recovery.

**Adopt a SPECIAL EVCS permit process for Level 3/DC Fast Chargers, and large, complex Level 2 installations.**

Define when special permits are required, based on power level, project complexity, project scope, and/or uniqueness.

Follow STANDARD EVCS permit process and establish requirement(s) for special permits: professional certifications/stamps, design deliverables, review and approval processes.

Characterize special EVCS permits as discretionary.

Advise applicant if utility must be contacted due to load, addition of electric panels and/or power lines, and power transformation.

**Adopt RESIDENTIAL EVCS guidelines.**

Provide step-by-step residential EVCS installation checklist.

Advise residents that EVCS installers must be registered with the ICC.

Provide online access to lists of ICC certified installers and registered contractors in community.

Consider establishing a process for installers to register residential EVCS projects with the utility.

**Provide information to help permit applicants understand requirements.**

Provide checklist of permit requirements and post online.

Compile list of applicable local, state and federal codes, laws, regulations, and suggested best practices for EVCSs to assist developers and installers, for example:

International Building Code (IBC), Illinois Residential Building Code (IRBC) Act, National Electrical Code (NEC), Society of Automotive Engineers (SAE), Underwriters Laboratories (UL), Institute of Electrical and Electronics Engineers (IEEE), specific local rules and others, as required.

Describe enforcement policies and fees for non-compliant installers.

**Continuously improve permit processes.**

Periodically review permitting processes and make improvements that enhance compliance and efficiency.

Cross-train relevant municipal staff on EVCS permitting.

Engage with stakeholders to improve EVCS permitting process in the region.

Offer online process for EVCS permit submission and approval.

Make permit data open and accessible to facilitate regional charging networks, partnerships, and information sharing among local government departments.

**INSPECTION AND SAFETY**

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**Develop simple and clear inspection processes for EVCSs.**

Define and document inspection policies and processes aligned with STANDARD and SPECIAL permitting processes.

Determine if inspections should be required for **residential** EVCSs.

If so, simplify requirements.

If not, assign installers to be responsible for residential compliance.

Simplify and standardize inspection processes for **non-residential** EVCSs.

Provide inspection checklist, aligned with permitting checklist, that includes applicable regulations, codes, and certification of EVCSs. Post online.

Work with installers to minimize the number of inspection events needed.

Promptly complete inspection requests in no more than 5 days.

**Train staff to improve inspection of EVCS installations, on topics such as:**

EV and EVCS technologies

Regulations, codes and inspection actions

**Support public safety staff and first responders to safely manage incidents involving EVs and EVCSs.**

Establish standard incident procedures, such as sizing the scene, power isolation, de-energization, vehicle stabilization, passenger extraction, use of smart meters to isolate, etc.

Equip first responders with on-vehicle Emergency Guides for EVs and EVSEs.

Provide training opportunities and resources for first responders and public safety personnel.

Ensure first responders receive hands-on training for EVs and EVCSs by collaborating with regional training partners.

Advise tow truck operators of safety requirements for loading and hauling EVs, post incident.

**Integrate transportation electrification into public safety plans.**

**Provide EV and EVCS safety information to protect consumers.**

**PARKING AND ACCESS**

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**Establish parking policies to balance constituent needs and support growth in EV readiness.**

- Balance demand for parking and EV charging among available spaces.
- Coordinate EVCS requirements for consistency between private and public right-of-way.
- Design EVCS spaces appropriately for type of parking (e.g., parallel, perpendicular, angle parking).
- Allow both disabled and non-disabled patrons to access EV charging spaces.
- Allow public access to EV charging on public properties (e.g., municipalities, schools, park districts) during off hours.
- Tailor parking rules to match physical space, land use, and the zoning district (e.g., indoor/outdoor, on-street, multi-unit dwelling, workplace).
- Tailor parking rules to match EVCS power level, such as shorter turnover times for Level 3 (DC Fast Chargers).
- Require head-in parking only or install protective bollards to prevent accidental contact between vehicle and EVCS.
- Consider access and egress safety with respect to pedestrians, cyclists and special needs individuals.
- Require safe cord management, such as retractable cords to accommodate all EVs and avoid trip hazards.
- Require EVCS owners to properly maintain equipment, monitor for security, and manage risks.
- Control time of day access to public charging with policies and pricing, such as permitting overnight parking at EVCSs.
- Establish restrictions for use of public electrical outlets for Level 1 (120 VAC) EV charging.

**Establish parking enforcement policies and procedures.**

- Establish fair and enforceable fee schedule on municipally owned EVCSs, such as:
  - Integrated fees for both parking and EV charging.
  - Fines for EVs that remain parked at EVCS once charging event is completed.
  - Adapt fees and policies based on experience.
- Establish and clearly communicate ticketing and towing policies.
- Allow penalty grace period for parking violations on new EVCS installations.

**Identify and promote EVCSs.**

- Provide wayfinding signage to direct EV drivers to EVCSs.
- Clearly mark EV-only spaces and shared accessible EV spaces.
- Recommend registration of public EVCSs on websites such as the Alternative Fuels Data Center to help EV drivers find EVCSs.

**NEW CONSTRUCTION**

**NEW CONSTRUCTION**

**Incentivize or require new construction to be EV CAPABLE or EV READY to reduce costs of future EVCS installation.**

EV CAPABLE includes power supply, breakers and conduit near EV parking areas or spaces, terminated in outlets or junction boxes.

EV READY includes EV CAPABLE plus wiring to outlet or junction box and EVSE.

**Establish requirements for making new single-family RESIDENTIAL units EV READY or EV CAPABLE.**

Establish standard electrical amperage requirements for as-built electrical panels and EVCS circuits to make structure EV READY or EV CAPABLE.

**Establish requirements for making new multiple-unit dwellings and commercial, workplace, and municipal facilities EV READY or EV CAPABLE.**

Set target for proportion of parking spaces to be EV READY or EV CAPABLE.

Establish maximum electrical amperage requirements for each parking space aligned with as-built electrical panel capacity to allow EV users to equitably share power.

Establish electrical power capacity (voltage and amperage) requirements for electrical panels, built to meet target charging power.

For deeded parking, establish guidelines regarding electrical power panels being distributed within facility, to fairly minimize branch run distances.

For deeded parking, establish logical plan to target quantity of EV CAPABLE OR EV READY spaces consistent with the goals for other types of parking areas.

For buildings with deeded parking spaces, require distribution panels be located proximate (e.g., 100') to electrical power.

<b>EV OWNER RIGHTS</b>	<b>EV OWNER RIGHTS</b>
	<b>Adopt resolutions supporting resident rights to access EVs and EVCSs.</b>
	<b>Encourage landlords and homeowners' associations to support easy and equitable access to EV charging.</b>
	Provide template "Right to Charge" rules for homeowner associations and landlords.
	<b>Encourage employers to support easy and equitable access to charging.</b>
	<b>Promote equitable access to EVs and EVCSs through policies and programs, such as:</b>
	Shared EVCSs, shared EVs, and shared ride programs using EVs.
	Access to no-cost community charging services.
	Partner to offer carbon-free last mile programs for low-income commuters using EV car sharing.
	Support favorable loan programs for EVs, including used EVs.
	<b>Provide consumer protection resources on EVs and EVCSs, to help residents make informed purchasing decisions.</b>

**MUNICIPAL FLEETS**

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**Integrate EVs into municipal fleets.**

Assess municipal fleet to understand current usage characteristics and identify suitable applications for EVs.

Identify EVs to suit fleet needs - compile cost, experience, warranty and other data for relevant EVs. Investigate upcoming models.

Evaluate environmental, financial and operational impacts associated with changing to EVs, such as:

Estimate environmental improvements - greenhouse gas and pollution reduction.

Review charging needs, associated EVCS investment, and available incentives.

Forecast return on investment.

Identify operational changes needed to integrate EVs (e.g., recharging logistics, availability of off-site EVCSs, changes in maintenance, training needs, etc.).

Evaluate potential locations for EVCSs based on operational suitability, access, short- and long-term power capacities, and retrofits required.

Create multi-year purchasing plans that include right-sizing vehicles, current and future availability, vehicle retirement criteria, and budgetary constraints.

Evaluate sharing fleet EVCSs with the public.

**Install EVCSs at public facilities.**

**Include EVs in local government planning and purchasing.**

Participate in cooperative EV and EVCS purchasing programs.

Track EV metrics over time, such as hours in use; vehicle miles traveled; number of charging events; comparative fuel and maintenance costs; greenhouse gas and other pollution avoided.

UTILITY ENGAGEMENT

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**Collaborate to promote transportation electrification.**

Engage with utilities, regulators, and/or regional organizations to:

Realize cost-effective regional grid advancements associated with growing EV load demands.

Support innovative and fair EV charging rate structures.

Leverage unbilled electricity offered through franchise agreements to reduce municipal EVCS operating costs.

Collaborate to install utility-sponsored public EV charging stations and assure sufficient power capacity to municipal locations.

Anticipate and support integration of EVCS electron exchange with the grid and with demand response management, and distributed energy resources, such as solar PV, energy storage, managed charging and Vehicle-to-Grid (V2G) integration, collectively termed "Beneficial Electrification."

Participate in pilot "Beneficial Electrification" programs.

Facilitate EVCS registration process in collaboration with installers and the utility.

**Educate EV users about utility programs.**

Encourage all EV owners to register with utility.

Educate residents about hourly and time-of-use pricing.

<b>COMMUNITY ENGAGEMENT</b>	<b>COMMUNITY ENGAGEMENT</b>
	<b>Educate the public.</b>
	Support public education and outreach on EVs and EVCSs. Leverage local volunteer groups and working groups.
	Introduce the municipal EV fleet at community events or support other events that engage and educate residents on EVs.
	Host or support EV readiness workshops open to businesses, institutions, and local government staff explaining EVs, EVCSs, opportunities and policies.
	Create an EV readiness landing page on local government’s website with information on community’s EV readiness goals and local resources for EV ready development.
	Communicate EV readiness commitment and actions to constituents.
	Promote access to EVCSs to resident and visitors through apps, online resources, publications and other community marketing materials.
	<b>Promote community partnerships.</b>
	Engage local EV dealers in communicating the regional planning for charging.
	Engage and educate local EV dealers in EV readiness planning and programs.
	Establish partnerships with businesses, organizations and institutions to provide workplace and community charging.
	Support development of EVCSs on nonprofit or community facilities through fee waivers, technical assistance or connections to other forms of support.
	<b>Cultivate community leadership.</b>
	Convene citizens advisory group to develop and review EV and EVCS policies or add to responsibilities of existing commission.
Articulate public health, equity, climate and energy outcomes and benefits from EV readiness.	

**MARKET DEVELOPMENT AND FINANCE**

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**Facilitate use of incentive programs for EVs and EVSEs.**

Provide current information on incentives and grants to community and post online.

Provide local incentives, including development incentives for EVs and EVCSs, to support workplace charging, multi-family dwellings, and other priority locations and sectors.

Promote and support Property Assessed Clean Energy (PACE) financing to businesses for EVCSs.

**Assist in developing EV and EVSE markets.**

Leverage regional EV/EVSE volume through cooperative procurement.

Engage local banks, credit unions, foundations and/or community funds about lending for EVs and EVCSs.

Provide information to consumers about EV and EVCS financing options.

**Evaluate the use of EV charging to generate revenue.**

Determine whether to provide public charging services for free, to cover costs, or to generate revenue.

Establish fee structure for municipally owned EVCS installations based on time of day, demand charges, and kWh consumption.

Evaluate taxing revenue generated by commercial EVSE operators.

**Develop financial plans that consider social and environmental value.**

Consider gasoline stations being augmented or displaced with EVCSs and estimate potential associated revenues.

Forecast cost to access and provide power for EV charging - now and in the future.

Monitor existing and pending incentive programs and understand their limits and timing. Be ready to deploy plans when incentives become available.

## Listening Sessions

No.	Date	Listening Session	Location/Format	Length of Session	Attendance (Aside from EV Team)
1	11/12/19	EV Ready Kickoff at Metropolitan Mayors Caucus Environment Committee meeting	Oak Park	2 hours	Approx. 30-40
2	12/3/19	DuPage Mayors and Managers Conference (DMMC) Transportation Policy Committee	Oak Brook	30 min	15-20
3	1/13/20	Lake County Fire Department Training Officers Organization bimonthly meeting	Lake Forest	30 min	15-20
4	1/23/20	Northwest Municipal Conference (NWMC) Transportation Committee	Des Plaines	50 min	15-20
5	1/23/20	NWMC - Interview with Purchasing Director about the Suburban Purchasing Cooperative	Des Plaines	20 min	1
6	2/5/20	Electrify America	Teleconference	1 hour	3
7	2/13/20	Dealership - Bredemann, Park Ridge	Teleconference	30 min	1
8	2/18/20	International Brotherhood of Electrical Workers, Local 701 (IBEW)	IBEW, Warrenville	1 hour	5
9	2/20/20	Suburban Building Officials Conference (SBOC) at monthly luncheon seminar	Lombard restaurant, Buca di Beppo	90 min	40-50
10	2/26/20	Barrington Area Council of Governments (BACOG)	Barrington	10 min	10
11	3/3/20	South Suburban Mayors & Managers Association (SSMMA) Transportation Committee	South Chicago Heights	30 min	32
12	3/5/20	Dealership - Crystal Lake Chrysler	Teleconference	20 min	1
13	3/10/20	Go Green Illinois	Chicago Botanic Garden in Glencoe	15-20 min	Approx. 40-50
14	3/11/20	ChargePoint (Carbon Day) - EVSE vendor	Teleconference	1 hour	2
15	3/16/20	Choose DuPage - economic development alliance	Teleconference	1 hour	3
16	3/23/20	Municipal planners	Survey	N/A	12
17	4/17, 4/24/20	ComEd	Teleconference	3 1-hr calls	6

**Total Attendance    Approx. 260**