RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES **DATE: JUNE 9, 2025**

SUBJECT: **FIRST AMENDMENT TO THE CHARGING STATION SITE LICENSE AGREEMENT WITH ELECTRIFY AMERICA FOR THE CONSTRUCTION OF EIGHT ELECTRIC VEHICLE CHARGING STATIONS AT THE MISSION SQUARE PARKING GARAGE LOCATED AT 3750 UNIVERSITY AVENUE**

ISSUES:

Consider approving a First Amendment to the Charging Station Site License Agreement with Electrify America for the construction of eight (8) electric vehicle charging stations at the Mission Square Parking Garage located at 3750 University Avenue.

RECOMMENDATIONS:

That the Board of Public Utilities recommend that the City Council:

1. Approve the First Amendment to the Charging Station Site License Agreement with Electrify America for the construction of eight (8) electric vehicle charging stations at the Mission Square Parking Garage located at 3750 University Avenue; and

2. Authorize the City Manager, or designee, to execute the Charging Station Site License Agreement including making non-substantiative changes.

BACKGROUND:

On October 13, 2015, the City acquired the Mission Square Building at 3750 University Avenue (Property), which was funded by Riverside Public Utilities (RPU). As such, RPU is now the Landlord of the Property. The Property consists of approximately 127,533 square feet of rentable office and retail space in a six-story building plus a basement level and a 490-parking stall garage situated on approximately 2.5 acres of land.

On September 26, 2017, the City Council approved a Supercharger Agreement with Tesla, Inc. for the installation of 12 Tesla Supercharger Stations at the Mission Square Parking Garage, Level 3, and two Tesla Supercharger Stations on Level 1.

On December 12, 2023, the City Council approved a Charging Station Site License Agreement with Electrify America for the construction of six electric vehicle charging stations at the Mission Square Parking Garage, Level 1.

DISCUSSION:

The proposed First Amendment to the Charging Station Site License Agreement with Electrify America will increase the number of electric vehicle (EV) charging stations from six to eight and will be located on Level 1 and Level 3 of the Mission Square parking garage (Attachment 2). Electrify America will improve the Level 1 space that was previously the bank drive-thru area and is currently not utilized by installing two ADA designated EV charging stations and installing six EV charging stations on Level 3. These improvements will result in eight EV charging parking spaces on approximately 1,512 square feet and up to approximately 540 square feet of landscaped or paved space for equipment.

As part of the First Amendment to the Charging Station Site License Agreement, Electrify America will be responsible for the total cost associated with the installation of the EV charging stations, which includes the design, electric infrastructure improvements, construction and the monthly electric costs incurred by the charge sessions of vehicles. The term of the Agreement is for ten years, with two options to renew the lease agreement for a period of five years each. Electrify America will pay a parking space fee of $70/month, or $6,720 annually for the eight parking spaces.

The First Amendment terms are summarized below:

1. Term: Ten-year.

2. Premises: Eight EV charging stations on approximately 1,512 square feet of space and approximately 540 square feet of landscaped or paved space for equipment located at 3750 University Avenue, Level 1 and Level 3 Mission Square Parking Garage.

3. Effective Date: Date of execution of the Charging Station Site License Agreement First Amendment.

4. Term Commencement: Date on which charging station is first operational, or six (6) months after the effective date.

5. Termination: May be terminated by Riverside if charging stations are not operational within twelve (12) months of Effective Date.

The unchanged Agreement terms are summarized below:

6. Maintenance: Electrify America will be responsible for maintenance costs of charging stations, charging infrastructure and parking stalls for the duration of the Agreement.

7. Options to Extend: Electrify America shall have two options to renew for an additional five (5) years.

8. Expansion: Electrify America shall have the option to expand an additional 1,170 square feet for additional charging stations, with approval by the City.

9. Infrastructure Improvements: Electrify America accepts the Premises in an “as-is” condition. Electrify America will be responsible for installing any infrastructure improvements it deems necessary for the installation and operation of the EV charging stations, at Electrify America’s sole cost and expense.

10. Electric Utility Service: Electrify America will be the customer of record for the electric service required for the EV charging stations and will be responsible for paying all electric service costs, infrastructure and billing.

STRATEGIC PLAN ALIGNMENT:

This item contributes to the Envision Riverside 2025 City Council Strategic Priority 5 - High Performing Government and Strategic Priority 6 - Infrastructure, Mobility & Connectivity and contributes to the achievement of the following Goals:

High Performing Government:
Goal 5.4. Achieve and maintain financial health by addressing gaps between revenues and expenditures and aligning resources with strategic priorities to yield the greatest impact.

Infrastructure, Mobility & Connectivity:
Goal 6.2. Maintain, protect and improve assets and infrastructure within the City's built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

The item aligns with EACH of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The City conducted business with transparency and good faith. By bringing the Agreement before the Board of Public Utilities, the City is providing a space for open dialogue between the Board and community stakeholders regarding all license terms.

2. **Equity** – The License Agreement demonstrates that Riverside is equitable in distribution of services, which ensures that every member of the community has equal access to share the benefits of community progress.

3. **Fiscal Responsibility** – The License Agreement demonstrates that Riverside is a prudent steward of public funds and ensures responsible management of the City's financial and property resources.

4. **Innovation** – The License Agreement demonstrates that Riverside is innovative by partnering with Electrify America to offer charging stations for electric vehicles, which will reduce the carbon footprint in the city and demonstrates that Riverside is on the forefront of innovative strategies for clean businesses.

5. **Sustainability & Resiliency** – Committed to the needs of community stakeholders, the City is devoted to identifying, attracting, and retaining businesses that assist the community to preserve, adapt, and grow during a diverse array of economic cycles, in addition, this demonstrates the City's commitment to reducing our carbon footprint.

FISCAL IMPACT:

The total revenue generated from the EV charging parking spaces is $6,720 annually, or $67,200 over the ten-year term of the First Amendment to the Charging Station Site License Agreement. All revenue will be deposited into the Mission Square Building Property Management Trust Account controlled by RPU and used to pay operating expenses for the Property.

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Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. First Amendment to the Charging Station Site License Agreement with Electrify America
2. Site Map
3. Presentation