



# **Metro** GENERAL MANAGEMENT

## **Electric Vehicle (EV) Charging Policy**

(GEN xx)

### **POLICY STATEMENT**

Personal automobiles make up a significant amount of Los Angeles County residents' daily commutes. The Los Angeles County Metropolitan Transportation Authority (LACMTA) realizes that battery electric vehicles (EVs), including plug-in hybrid electric vehicles (PHEVs) are becoming an increasingly larger part of drivers' commutes and travel across LA County. To encourage the use of public transportation and reduce vehicle emissions per LACMTA Board of Directors (Board) directives, LACMTA has determined the need for Electric Vehicle (EV) charging and set up applicable infrastructure at LACMTA-owned and operated facilities.

### **PURPOSE**

This policy sets forth the reasons and guidelines for EV charging at LACMTA facilities.

### **APPLICATION**

This policy applies to all employees, riders, and others using EV charging at LACMTA-owned or operated facilities.

\_\_\_\_\_  
APPROVED: County Counsel or N/A

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
ADOPTED: CEO

Effective Date: \_\_\_\_\_

Date of Last Review: \_\_\_\_\_



# **Metro** GENERAL MANAGEMENT

## **Electric Vehicle (EV) Charging Policy**

(GEN xx)

### **1.0 GENERAL**

LACMTA owns and operates a network of EV charging stations and infrastructure at LACMTA facilities, including at divisions and parking facilities. It provides EV charging as a fee-based service for the benefit of LACMTA employees and the public. EV charging stations may be installed, taken offline, or removed at the discretion of LACMTA.

### **2.0 PROCEDURES**

#### **2.1 EV Charging**

##### **2.1.1 Availability**

Employee and public EV charging stations are subject to limited supply, and LACMTA does not guarantee the availability of Electric Vehicle Service Equipment (EVSE) for anyone who wishes to use them.

LACMTA owns and operates EV charging stations and infrastructure to support its Revenue and Non-Revenue fleet vehicles. Fleet EV charging infrastructure and parking stalls are reserved for the above fleet uses. They are unavailable to LACMTA employees operating non-LACMTA vehicles, unless otherwise specified by signage on-site. The public is prohibited from using non-public EV charging stations.

##### **2.1.2 Use and Access**

Public EV charging stations may require users to register an account with a third party via website or mobile application before use. In such cases, account registration will be free, and instructions will be available online and at charging stations.

##### **2.1.3 Installation and Replacement**

All capital project staff, and non-revenue operations and maintenance staff are to coordinate with the Environmental Services Department and its EV Charging Program staff regarding the installation and replacement of EV charging stations. With respect to capital projects, project managers are to coordinate with the program for specifications surrounding EV chargers that can be incorporated into LACMTA's EV charging network. For non-revenue operations, staff are to inform the EV Charging Program when there is a need for a new charging station or a replacement (whether for a part or a full station). Coordination and proactive notice of any need for EVSE with



# **Metro** GENERAL MANAGEMENT

## **Electric Vehicle (EV) Charging Policy**

(GEN xx)

Environmental Services is required so that the program can support with procuring and furnishing any required parts or stations.

### **2.1.4 Charging Duration**

To provide as many people as possible with the opportunity to charge their EV, it is recommended that anyone at an EV charging station only keep their car there for as long as it takes to complete the charge. LACMTA reserves the right to develop short- and long-term charging stations to satisfy different use types.

#### **2.1.4.1 Short-term charging**

Short-term charging stations and associated parking stalls are intended to be occupied only while actively charging a vehicle. Anyone using short-term charging stations may receive charging status alerts and incur additional fees for idle dwell time after charging is complete. Short-term EV parking stalls will be clearly marked for short-term use and fees and/or time-limits will be displayed on signage and/or the charging station.

#### **2.1.4.2 Long-term charging**

Unless otherwise marked, charging stations and associated parking stalls are intended for long-term charging, allowing the stall to be occupied during vehicle charging and until the user leaves the location. No idle dwell time fee is associated with long-term charging stations. Any time limits associated with long-term charging spaces will be clearly marked via signage at the parking space.

### **2.1.5 Rates**

LACMTA staff will recommend an initial charging rate for all users to be submitted to the Board for approval prior to implementation. Based on staff recommendation, the Chief Executive Officer (CEO) may authorize future changes to the rate within a 20 percent marginal increase or decrease and will notify the Board of any changes. Changes in the rate greater than 20 percent marginal increase or decrease will require Board approval. EV charging rates are not inclusive of any daily parking rates duly authorized by Title 8 of the Metro Parking Ordinance. Metro will review charging rates as needed, but not less than an annual basis.



# **Metro** GENERAL MANAGEMENT

## **Electric Vehicle (EV) Charging Policy**

(GEN xx)

### 2.1.6 Control

LACMTA reserves the option to monitor and modify charger power delivery in real time to optimize electrical circuit utilization, manage electricity and demand charge costs, and participate in demand response or other energy market programs, as available.

### 2.1.7 Safety

To ensure safe EV charging, users may only charge their vehicles in designated parking spots. Vehicles may not be charged using standard electrical outlets; and devices designed to charge a vehicle from a standard electrical outlet are prohibited from use.

### 2.1.8 Misuse of EV Charging Stations

Any vehicle found using unauthorized charging equipment or device may be cited under Title 8 of the METRO Parking Ordinance. Vehicles in violation of this policy may be denied further access to LACMTA EV charging stations, parking at LACMTA-owned or operated facilities; and, when towing signs are present, may subject the vehicle to impoundment at the expense of the vehicle owner. All unauthorized charging devices will be confiscated.

### 2.1.9 Misuse of LACMTA Fleet and Non-Revenue EV Charging Stations

Unauthorized use of fleet and non-revenue chargers is strictly prohibited. Employees may be subject to discipline, up to and including termination.

### 2.1.10 Misappropriation of Electricity at LACMTA Facilities

The connection and use of personal EV charging equipment to a LACMTA electric outlet or other source by its employees and the public is prohibited.

### 2.1.11 Liability and Damages

LACMTA reserves the right to pursue all rights and remedies existing in law or equity for any damages to its EV Charging Stations arising from improper use of equipment. Such remedies include, but are not limited to, reimbursement for all related repair or replacement costs, including seeking proceeds from the responsible party's insurance policy and legal action, as appropriate.



# **Metro** GENERAL MANAGEMENT

## **Electric Vehicle (EV) Charging Policy**

(GEN xx)

### **3.0 DEFINITION OF TERMS**

**Electric Vehicle (EV)** – An automotive-type vehicle for on-road use, such as passenger automobiles, trucks, vans, neighborhood electric vehicles, electric motorcycles and the like, primarily powered by an electric motor that draws current from a rechargeable storage battery. Plug-in hybrid electric vehicles (PHEV) are considered electric vehicles.

### **4.0 RESPONSIBILITIES**

The **Board of Directors** will set the initial EV charging rate structure and guidelines for all LACMTA-owned or operated facilities.

The **Chief Executive Officer (CEO)** will be responsible for future EV charging rate changes based on staff recommendation. The Board will be notified for approval whenever rate changes exceed a 20% marginal increase or decrease.

The **Deputy Chief Sustainability Officer (CSO) or designee** will review comparable EV charging rates and make recommendations for any rate adjustments.

The **Office of Sustainability** will collaborate with other applicable departments to determine the pricing implementation and site-specific needs and requirements for EV charging stations system-wide.

### **5.0 FLOWCHART**

Not Applicable

### **6.0 REFERENCES**

- Metro Parking Ordinance (Administrative Code, Title 8, Chapter 8-01)
- Employee Code of Conduct
- Customer Code of Conduct
- Non-Revenue Passenger Vehicles (GEN 16)
- Parking (GEN 17)

### **7.0 ATTACHMENTS**

Not Applicable

### **8.0 PROCEDURE HISTORY**

02/27/25      New Policy