City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** June 2, 2025

2. **Primary contact person and Department requesting agenda item:** Kiera Bulan, Sustainability Department

3. **Requested Council meeting date:** June 24, 2025

4. **Subject:** Elective Pay Clean Energy Tax Credit

5. **Action Requested:** Adoption of a resolution for City Manager to accept the IRS clean energy tax credit funds from purchase of electric vehicles and installation of a photovoltaic array at Broadway Public Safety Station and to authorize the City Manager or her designee to execute any related documents.

6. **Note if time sensitive, and why:** Timeline for receipt of funds is unknown and we want to be certain we have appropriate council review when funds are received.

7. **Potential fiscal impact(s) - if known by staff at time of request:** $59,098 clean energy tax credit to Green Savings Fund. No matching funds are required.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A - no vendors are required for current scope of work

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - Through the Elective Pay program the Internal Revenue Service (IRS) allows tax-exempt and governmental entities to claim clean energy tax credits.
    - The IRS required the City, as a non tax entity, to define our "tax year" which was determined to be the fiscal year.
    - In fiscal year 2024 the City placed the following assets in service: four electric vehicles and a 66kW photovoltaic system at Broadway Public Safety Station.
    - The eligible tax credit amount is $59,098.
    - Tax credit funds received will be deposited into the Green Savings Fund for future investment in clean and renewable energy projects and purchases.
    - Staff will continue to monitor this opportunity and pursue clean energy tax credits using Elective Pay for eligible projects.
    - Ongoing investment in clean and renewable energy projects supports implementation of the Municipal Climate Action Plan, specifically high impact activities #1 "Continue Installation of Renewable Energy Resources on Municipal Property and # 12 "Utilize Green Fleet Policy for Fleet Electrification".