



STATE BOARD OF EQUALIZATION
PROPERTY TAX DEPARTMENT
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Executive Director

November 13, 2019

TO COUNTY ASSESSORS AND INTERESTED PARTIES:

No. 2019/035

**ACTIVE SOLAR ENERGY SYSTEMS NEW CONSTRUCTION EXCLUSION
PHASE ONE – REPORTING REQUIREMENTS**

As announced in Letter To Assessors (LTA) No. 2018/047, the Board of Equalization (BOE) staff has initiated a project to address issues that have emerged since the November 15, 2012, release of BOE's *Guidelines for Active Solar Energy Systems New Construction Exclusion (Guidelines)*. This project is separated into phases and interested parties are encouraged to participate in each phase. Issues being addressed in this project include, but are not limited to, the following: reporting requirements, assessment issues, change in ownership, and new construction exclusion.

This LTA is being issued to announce Phase One of this project, which addresses issues involving reporting requirements. After reviewing comments/suggestions previously received from interested parties involving reporting requirements, BOE staff has drafted a new property statement for solar energy power plants to annually report information to county assessors. For purposes of this draft the property statement was created for the 2020 lien date (January 1).

A copy of the newly drafted property statement is enclosed. Please submit any comments, in the form of alternative text, to Barry Frazier, at barry.frazier@boe.ca.gov, by **December 20, 2019**.

After all comments received have been reviewed, BOE staff will distribute an agenda matrix summarizing any proposed changes to the property statement. BOE staff will then meet with interested parties to discuss the proposed changes to the property statement and resolve any outstanding issues. If no comments are received, the enclosed property statement will be presented to the California Assessors' Association (CAA) Forms Subcommittee for approval prior to submission to the Board for adoption.

If you have any questions, please contact Barry Frazier, at barry.frazier@boe.ca.gov. All project documents/comments are posted at: <http://www.boe.ca.gov/proptaxes/solar-energy-systems.htm>.

Sincerely,

/s/ David Yeung

David Yeung
Deputy Directory
Property Tax Department

DY:bf
Enclosure

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

RETURN THIS ORIGINAL FORM – COPIES WILL NOT BE ACCEPTED

OFFICIAL REQUIREMENT

This form is required by section 441(a) of the Revenue and Taxation Code (RTC). It must be completed according to the instructions and filed with the Assessor by **APRIL 1, 2020**. Failure to file it on time will compel the Assessor's Office to estimate the value of your property from other information in its possession and add a penalty of 10 percent as required by RTC §463.

This statement is not a public document. The information contained herein will be held secret by the Assessor (RTC §451); it can be disclosed only to the district attorney, grand jury, and other agencies specified in RTC §408. Attachments are considered part of the statement. **THIS FORM MUST BE COMPLETED IN ITS ENTIRETY, EVEN IF YOU ARE ENTITLED TO A RTC §73 EXCLUSION.**

PART A – GENERAL INFORMATION¹**SECTION A1. NAME AND MAILING ADDRESS**

(Make necessary corrections to printed name/ mailing address.)

SITUS ADDRESS / ACCOUNTING RECORDS

Enter accounting records contact and location information: Person _____ Phone _____
 Street _____ City _____ State _____ Zip _____
 Email _____ FAX _____

SECTION A2. DECLARATION OF PROPERTY BELONGING TO YOU (see instructions on page 15 for help entering required information)

DESCRIPTIONS		COST	SECTION A3: ASSESSOR'S USE ONLY		
A. PARTS & SUPPLIES (attach separate listings)	ASES ² PARTS		SECTION A4: NAME AND TYPE OF POWER PLANT Name: _____ Photovoltaic <input type="checkbox"/> Thermal <input type="checkbox"/> Hybrid <input type="checkbox"/> Other: _____		
	NON-ASES PARTS & SUPPLIES				
B. CONSTRUCTION IN PROGRESS (CIP) (attach separate listings)	ASES CIP				
	NON-ASES CIP				
C. MOVABLE EQUIPMENT (Personal Property)					
D. FIXED ASES EQUIPMENT (Fixtures)					
E. STRUCTURES, FIXTURES, LAND, & LAND IMPROVEMENTS					

SECTION A5. DECLARATION OF PROPERTY BELONGING TO OTHERS (attach more sheets, using the same format, as necessary)

SPECIFY TYPE BY CODENUMBER (Report Conditional Sales Contracts on Schedules B1-7, as applicable.)				YEAR OF ACQUISITION	YEAR OF MANUFACTURE	DESCRIPTION AND LEASE OR ID NUMBER	COST TO PURCHASE NEW	ANNUAL RENT
1. Leased Equipment	4. Vending Equipment							
2. Leased-Purchase Option Equipment	5. Other Businesses							
3. Capitalized Lease Equipment	6. Government-Owned Property							
Tax Obligation	A. Lessor	B. Lessee						
A. Lessor's Name								
Mailing Address								
B. Lessor's Name								
Mailing Address								

OWNER TYPE	DECLARATION BY ASSESSEE		
Owner-Builder <input type="checkbox"/>	Note: The following declaration must be completed and signed. If you do not do so, it may result in penalties.		
First-Buyer <input type="checkbox"/>	<i>I declare under penalty of perjury under the laws of the State of California that I have examined this property statement, including accompanying schedules, statements or other attachments, and to the best of my knowledge and belief it is true, correct, complete and includes all property required to be reported which is owned, claimed, possessed, controlled, or managed by the person named as the assessee in this statement at 12:01 a.m. on January 1, 2020.</i>		
Lessee <input type="checkbox"/>	SIGNATURE OF ASSESSEE OR AUTHORIZED AGENT*		DATE
Other _____	NAME OF ASSESSEE OR AUTHORIZED AGENT* (typed or printed)		TITLE
OWNERSHIP TYPE	NAME OF LEGAL ENTITY (other than DBA) (typed or printed)		FEDERAL EMPLOYER ID NO.
Proprietorship <input type="checkbox"/>	PREPARER'S NAME AND ADDRESS (typed or printed)		TELEPHONE NUMBER
Partnership <input type="checkbox"/>			()
Corporation <input type="checkbox"/>			TITLE
Limited Liability Co. <input type="checkbox"/>			
Other: _____			

*Agent: See page 16 for "Declaration by Assessee" instructions.

THIS STATEMENT IS SUBJECT TO AUDIT
INFORMATION PROVIDED ON A PROPERTY STATEMENT MAY BE SHARED WITH THE CALIFORNIA STATE BOARD OF EQUALIZATION

¹ See Property Statement Instructions, beginning on page 15, for assistance with entering required information.² Active Solar Energy System – See BOE [Guidelines for Active Solar Energy System New Construction Exclusion](#) and Part D for definitions and examples.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT**SECTION A6. QUESTIONNAIRE** (attach additional answer sheets as necessary to fully answer all the questions)

1. Is the facility owned by a state assessee? If yes, provide the assessee's name and address: YES NO
2. Do you have a parent company? If yes, provide the company's name and address: YES NO
3. Do you have a long-term Power Purchase Agreement (PPA)? YES NO
If yes, provide the names and addresses of all the other PPA parties (companies) and attach copies of the agreement/s:
.....Attached? YES NO
4. Was a new or amended PPA enacted within the assessment year³? YES NO
If yes, attach a copy of the new or amended PPA.Attached? YES NO
5. Is the property subject to a sale-leaseback or lease pass-through agreement? YES NO
If yes, attach a copy of the agreement and a copy of the fair market value analysisAttached? YES NO
6. Are you eligible to receive federal incentives? YES NO
If yes, indicate the federal incentives that you have received, elected to receive, or will elect to receive:
Production Tax Credit Investment Tax Credit Treasury Cash Grant Fund Other: _____
7. Do you have a facility management/operations/maintenance (O&M) contract? YES NO
If yes, provide the company's name and address, and attach a copy of the contract, including any amendments:
.....Attached? YES NO
Is the O&M agreement a new or amended agreement enacted within the assessment year? YES NO
8. Was there a change in your company's structure, ownership, or control within the assessment year? YES NO
If yes, provide an explanation of the change, as an attachment.Attached? YES NO
Note: If any individual or legal entity acquired a "controlling interest" in this business entity, or any entities under its control, and this business entity owned real property in California at the time, you must file a form BOE 100-B, *Statement of Changes in Control and Ownership of Legal Entities*, with BOE⁴.
9. Do you own the land on which this solar energy facility is situated? YES NO
If no, did the land become subject to a lease agreement for a term of 35 years or more, including options, within the assessment year? YES NO
Attach copies of the most current land lease agreements.Attached? YES NO
10. Date construction of this facility commenced: _____
11. Date the facility became operational: _____
12. Date the builder-owner gave notice to the assessor that he/she did not intend to use the property: _____
Attach copy of the *Builder-Owner Notice of Intent*.....Attached? YES NO NA
13. Date the "first buyer" filed the *Initial Purchaser Claim for Solar Energy System New Construction Exclusion* (BOE-64-SES) with the assessor: _____ Attach a copy of the claim.Attached? YES NO NA
14. Do you use accrual basis accounting? YES NO
15. What cost amount determines if a property acquisition (e.g., equipment, fixture, part or supply) is capitalized or expensed?
Amount: _____ (attached schedule if different amounts are used for different types of property).
16. What is the megawatt generating capacity of the facility? _____ .
17. What voltage (kV) is the electric power sold at? _____ .

³ Assessment year means the period beginning with a lien date and ending immediately prior to the succeeding lien date - the calendar year 2019 for the 2020 lien date. (RTC §118)⁴ Including changes-in-control (CIC) that result from sale-leaseback and partnership flip transactions. BOE is the acronym for California State Board of Equalization.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

SECTION A7. SYSTEMS AND SUBSYSTEMS INFORMATION *(attach additional answer sheets as necessary)*

A. GENERAL

1. Assessor Parcel Number/s (APN/s):
2. Facility Name:
3. Facility Location - attach Maps / Plot Plans showing APN/s and locations of all improvements/fixtures (e.g., power towers, substations, etc.).
Attached? YES NO

B. FACILITY

1. Nearest Population Center (location)
2. Site Size (acres)
3. Nameplate Rating (Gross MW)
4. Maximum Dependable Capacity (Gross MW)
5. Maximum Dependable Capacity (Net MW)
6. Placed-in-Service Date

C. PHOTOVOLTAIC MODULES

1. Number / Manufacturer / Model / Rating (W)
2. Mounting Structures (e.g. 2-axis trackers)

D. POWER CONDITIONING EQUIPMENT

1. No. / Mfr. / Model of Charge Regulators
2. No. / Mfr. / Model of DC/AC Inverters
3. No. / Mfr. / Model of Transformers
4. Input & Output Ratings (kV) of Transformers

E. THERMAL (CSP⁵) COLLECTORS

1. No. / Mfr. / Model of Parabolic Trough Collectors
2. No. / Mfr. / Model of Heliostat Reflectors
3. No. / Mfr. / Model of Other Collectors (describe)

F. POWER (RECEIVER) TOWER

1. No. / Mfr. / Model of Power Towers
2. No. / Mfr. / Model of Power Tower Receivers

G. POWER STORAGE EQUIPMENT

1. No. / Mfr. / Model of Batteries
2. No. / Mfr. / Model of HTF⁶ Holding Tanks

H. TURBINE GENERATORS

1. Number / Manufacturer / Model Number
2. Type of Cooling
3. Rating (kV)
4. Voltage
5. Current (AMPs)

I. SUBSTATIONS & TRANSMISSION LINES

1. Number of Substations and Name of Owner/s
2. Name and Location of Substation/s
3. No. / Mfr. / Model of Conveyance/Use Equipment⁷
4. Owner/s and Length/s of Transmission Line/s

⁵ Concentrating Solar Power

⁶ Heat Transfer Fluid (e.g., water, oil, molten salt, etc.)

⁷ Equipment, within the on-site substation, employed after the final step-up transformer.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

PART B – COST INFORMATION⁸SCHEDULE B1 – FIXED ASSES⁹ EQUIPMENT COSTS (1 of 2)

ACQ. YEAR	COST TYPE	1 PV MODULES	2 POWER CONDITIONING	3 THERMAL COLLECTORS	4 POWER TOWERS	5 POWER STORAGE	6 POWER GENERATORS	7 ALL OTHER (attach schedule)
2019	Acquisitions							
2019	Exclusions ¹⁰							
2018	Acquisitions							
2018	Exclusions							
2017	Acquisitions							
2017	Exclusions							
2016	Acquisitions							
2016	Exclusions							
2015	Acquisitions							
2015	Exclusions							
2014	Acquisitions							
2014	Exclusions							
2013	Acquisitions							
2013	Exclusions							
2012	Acquisitions							
2012	Exclusions							
2011	Acquisitions							
2011	Exclusions							
2010	Acquisitions							
2010	Exclusions							
2009	Acquisitions							
2009	Exclusions							
2008	Acquisitions							
2008	Exclusions							
2007	Acquisitions							
2007	Exclusions							
2006	Acquisitions							
2006	Exclusions							
2005	Acquisitions							
2005	Exclusions							
2004	Acquisitions							
2004	Exclusions							
2003	Acquisitions							
2003	Exclusions							
2002	Acquisitions							
2002	Exclusions							
2001	Acquisitions							

⁸ See Property Statement Instructions, beginning on page 17, for assistance with entering required information.⁹ Active Solar Energy System – See BOE [Guidelines for Active Solar Energy System New Construction Exclusion](#) and Part D for definitions and examples.¹⁰ New Construction Exclusions from assessment, as real property components of certain newly constructed active solar energy systems or additions thereto (RTC §73).

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

SCHEDULE B1 – FIXED ASSES EQUIPMENT COSTS CONTINUED (2 of 2)

ACQ. YEAR	COST TYPE	1 PV MODULES	2 POWER CONDITIONING	3 THERMAL COLLECTORS	4 POWER TOWERS	5 POWER STORAGE	6 POWER GENERATORS	7 ALL OTHER (attach schedule)
2001	Exclusions							
2000	Acquisitions							
2000	Exclusions							
1999	Acquisitions							
1999	Exclusions							
1998	Acquisitions							
1998	Exclusions							
1997	Acquisitions							
1997	Exclusions							
1996	Acquisitions							
1996	Exclusions							
1995	Acquisitions							
1995	Exclusions							
1994	Acquisitions							
1994	Exclusions							
1993	Acquisitions							
1993	Exclusions							
1992	Acquisitions							
1992	Exclusions							
1991	Acquisitions							
1991	Exclusions							
1990	Acquisitions							
1990	Exclusions							
1989	Acquisitions							
1989	Exclusions							
1988	Acquisitions							
1988	Exclusions							
1987	Acquisitions							
1987	Exclusions							
1986	Acquisitions							
1986	Exclusions							
Prior	Acquisitions							
Prior	Exclusions							
TOTAL ¹¹	Acquisitions							
TOTAL	Exclusions							
NET TOTAL ¹²	Net Cost							
GRAND TOTAL ¹³	Acquisitions							

¹¹ Enter the total of such annual costs for each column, including such costs reported on any applicable supplementary schedule/s.

¹² Enter the column totals of all acquisition costs less the column totals for all exclusion costs claimed, including such costs reported on any applicable supplementary schedule/s.

¹³ Enter the grand total of all acquisition cost column totals, including any applicable supplementary schedule/s, here and on Part A, Schedule A2.D.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT**SCHEDULE B4 – MOVABLE EQUIPMENT COSTS (personal property)**

ACQ. YEAR	TEST & REPAIR EQUIPMENT	MONITORING EQUIPMENT	OFFICE FURNITURE AND EQUIPMENT	PERSONAL COMPUTER EQUIPMENT	LAN COMPUTER EQUIPMENT	ALL OTHER EQUIPMENT (attach schedule/s)
2019						
2018						
2017						
2016						
2015						
2014						
2013						
2012						
2011						
2010						
2009						
2008						
2007						
2006						
2005						
2004						
2003						
2002						
2001						
2000						
1999						
1998						
1997						
1996						
1995						
1994						
1993						
1992						
1991						
1990						
1989						
1988						
1987						
1986						
Prior						
TOTAL ¹⁸						
GRAND TOTAL ¹⁹						

¹⁸ Enter the column totals of all acquisition costs, including such acquisition costs reported on any applicable supplementary schedule/s.¹⁹ Enter the grand total of all acquisition cost column totals, including any applicable supplementary schedule/s, here and on Part A, Schedule A2.C.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT**SCHEDULE B5 – STRUCTURE AND FIXTURE IMPROVEMENT, LAND, AND LAND IMPROVEMENT COSTS**

ACQ. YEAR	1 STRUCTURE IMPROVEMENTS (Buildings)	2 FIXTURE IMPROVEMENTS (non-ASES Fixtures²⁰)	3 LAND AND LAND DEVELOPMENT	4 LAND IMPROVEMENTS
2019				
2018				
2017				
2016				
2015				
2014				
2013				
2012				
2011				
2010				
2009				
2008				
2007				
2006				
2005				
2004				
2003				
2002				
2001				
2000				
1999				
1998				
1997				
1996				
1995				
1994				
1993				
1992				
1991				
1990				
1989				
1988				
1987				
1986				
Prior				
TOTAL ²¹				
GRAND TOTAL ²²				

²⁰ Report all fixture acquisition costs not reported on Schedule B1 and use supplementary schedules to provide detail of any fixed auxiliary equipment not reported on Schedule B2 or B3.

²¹ Enter the column totals of all acquisition costs, including such acquisition costs reported on any applicable supplementary schedule/s.

²² Enter the grand total of all acquisition cost column totals, including any applicable supplementary schedule/s, here and on Part A, Schedule A2.E.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT**PART C – REVENUE AND EXPENSE INFORMATION²⁷****SCHEDULE C1. ACTUAL OPERATING RESULTS**

Description	2019 ²⁸	Notes
MEGAWATT HOURS		
Annual Availability		
Annual Capacity Factor		
Energy Production (kWh)		
Production Curtailment (kWh)		
Curtailment Rate (\$/kWh)		
Energy Rate (\$/kWh)		
REVENUES	\$	
Capacity Payments		
Production Tax Credit		
Energy Revenue (including curtailments)		
Less: Excessive Transmission Costs		
TOTAL REVENUE		
EXPENSES²⁹	\$	
Land Royalties' Payments		
Total Production O&M Expenses		
Total Site O&M Expenses		
Total Non-Operating G&A Expenses		
Total Other Expenses		
TOTAL EXPENSE		
NET OPERATING INCOME / (LOSS)		

²⁷ See Property Statement Instructions, beginning on page 19, for assistance with entering required information.

²⁸ Calendar Year

²⁹ Exclude property taxes, income taxes, depreciation, and amortization expenses.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

SCHEDULE C2. ANTICIPATED OPERATING RESULTS (1 of 2)

YEARS ³⁰	2020	2021	2022	2023	2024
PRODUCTION					
Annual Availability					
Annual Capacity Factor					
Energy Production (kWh)					
Production Curtailment (kWh)					
Curtailment Rate (\$/kWh)					
Energy Rate (\$/kWh)					
REVENUES	\$				
Capacity Payments					
Production Tax Credit					
Energy Revenue (including curtailments)					
Less: Excessive Transmission Costs					
TOTAL REVENUE					
EXPENSES³¹	\$				
Land Royalties' Payments					
Total Production O&M Expenses					
Total Site O&M Expenses					
Total Non-Operating G&A Expenses					
Total Other Expenses					
TOTAL EXPENSE					
NET OPERATING INCOME / (LOSS)					
YEARS ³²	2025	2026	2027	2028	2029
PRODUCTION					
Annual Availability					
Annual Capacity Factor					
Energy Production (kWh)					
Production Curtailment (kWh)					
Curtailment Rate (\$/kWh)					
Energy Rate (\$/kWh)					
REVENUES	\$				
Capacity Payments					
Production Tax Credit					
Energy Revenue (including curtailments)					
Less: Excessive Transmission Costs					
TOTAL REVENUE					
EXPENSES³³	\$				
Land Royalties' Payments					
Total Production O&M Expenses					
Total Site O&M Expenses					
Total Non-Operating G&A Expenses					
Total Other Expenses					
TOTAL EXPENSE					
NET OPERATING INCOME					

³⁰ Calendar Years

³¹ Exclude property taxes, income taxes, depreciation, and amortization expenses.

³² Calendar Years

³³ Exclude property taxes, income taxes, depreciation, and amortization expenses.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

SCHEDULE C2. ANTICIPATED OPERATING RESULTS CONTINUED (2 of 2)

YEARS ³⁴	2030	2031	2032	2033	2034
PRODUCTION					
Annual Availability					
Annual Capacity Factor					
Energy Production (kWh)					
Production Curtailment (kWh)					
Curtailment Rate (\$/kWh)					
Energy Rate (\$/kWh)					
REVENUES	\$				
Capacity Payments					
Production Tax Credit					
Energy Revenue (including curtailments)					
Less: Excessive Transmission Costs					
TOTAL REVENUE					
EXPENSES³⁵	\$				
Land Royalties' Payments					
Total Production O&M Expenses					
Total Site O&M Expenses					
Total Non-Operating G&A Expenses					
Total Other Expenses					
TOTAL EXPENSE					
NET OPERATING INCOME / (LOSS)					
YEARS ³⁶	2035	2036	2037	2038	2039
PRODUCTION					
Annual Availability					
Annual Capacity Factor					
Energy Production (kWh)					
Production Curtailment (kWh)					
Curtailment Rate (\$/kWh)					
Energy Rate (\$/kWh)					
REVENUES	\$				
Capacity Payments					
Production Tax Credit					
Energy Revenue (including curtailments)					
Less: Excessive Transmission Costs					
TOTAL REVENUE					
EXPENSES³⁷	\$				
Land Royalties' Payments					
Total Production O&M Expenses					
Total Site O&M Expenses					
Total Non-Operating G&A Expenses					
Total Other Expenses					
TOTAL EXPENSE					
NET OPERATING INCOME / (LOSS)					

³⁴ Calendar Years

³⁵ Exclude property taxes, income taxes, depreciation, and amortization expenses.

³⁶ Calendar Years

³⁷ Exclude property taxes, income taxes, depreciation, and amortization expenses.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT

PART D – DEFINITIONS & EXAMPLES³⁸

Active Solar Energy System (ASES): a system that uses solar devices, which are thermally isolated from any area where the energy is used, to provide for the collection, storage, or distribution of solar energy. Such a system does not include passive energy systems or wind energy systems. An ASES may be used to heat water, condition space, produce electricity or solar mechanical energy, or provide process heat. An active solar energy system includes: storage devices, power conditioning equipment, transfer equipment, and parts related to the functioning of those items. Parts include spare parts that are owned by the owner of, or maintenance contractor for, an active solar energy system for which the parts were specifically purchased, designed, or fabricated for installation in that system.

An active solar energy system includes only equipment used up to, but not including, the stage of conveyance or use of the electricity. It does not include **auxiliary equipment**, such as furnaces or hot water heaters, which use a source of power other than solar energy to provide usable energy. **Dual-use equipment**, such as ducts and hot water tanks used by both auxiliary equipment and solar energy equipment, is considered active solar energy system property only to the extent of 75 percent of its value.

New Construction Exclusion (NCE): Normally, when something of value is added to real property, what is added is considered new construction and assessed at current market value; which is then added to the existing base year value of the real property for future assessment purposes. However, the real property components, which includes fixtures, of certain newly constructed active solar energy systems are excluded from assessment as new construction (RTC §73). Utility-scale active solar energy systems are excluded from assessment of new construction – or additions thereto – if they are locally assessed; and the exclusion remains in effect until a change in ownership occurs. **Note:** the new construction exclusion is not applicable to state-assessed property, portable active solar energy system equipment or other personal property components thereof.

Fixture Improvement (includes fixed equipment): an item of tangible property, the nature of which was originally personal property, but which is classified as real property for property tax purposes because it is physically or constructively annexed to real property with the intent that it remain so indefinitely. An improvement whose primary use or purpose directly applies to or augments the process or function of a trade, industry, or profession. See [AH 581, Appendix A, Classification of Improvements as Structure or Fixtures](#), for examples of a variety of improvements and their typical classification as a fixture improvement or structure improvement.

Structure Improvement: an improvement whose primary use or purpose is for housing or accommodation of personnel, personal property, or fixtures and has no direct application to the process or function of the industry, trade, or profession. See [AH 581, Appendix A, Classification of Improvements as Structure or Fixtures](#), for examples of a variety of improvements and their typical classification as a structure improvement or fixture improvement.

Personal Property: All property except real property – real property includes land, land improvements, structure improvements, and fixture improvements.

Cost (full economic cost): full economic cost includes: labor, material, entrepreneurial services, interest on borrowed or owner-supplied funds, freight or shipping costs, installation costs, sales or use tax, and "other costs typically incurred in bringing the property to a finished state (or to a lesser state if unfinished on the lien date). Full economic cost should include all market costs, both direct and indirect, necessary to purchase or construct equipment and make it ready for its intended use. Costs which add value, direct and indirect, associated with constructing the equipment and/or making it ready for its intended use should be included in the full economic cost. **Examples** typically include: **Direct Costs** for materials, labor used in construction, sub-contractor fees, charges for equipment or equipment rentals, materials storage facilities (on site), profit (if appropriate), and direct overhead; and, **Indirect Costs** for freight-in, installation, trade-in allowances, interest on borrowed or owner supplied funds for construction, testing or debugging costs, indirect labor, legal fees, indirect overhead, and other costs necessary to make the equipment ready for use.

Conveyance Equipment: An active solar energy system includes only equipment used up to, but not including, the stage of conveyance or use of the electricity. In a utility-scale system, the final stage of power generation is typically a "step up" transformer, where the output voltage is increased to meet the transmission grid voltage requirements. Thus, equipment up to and including the final step-up transformer within the on-site substation would be considered part of the active solar energy system, and subject to the new construction exclusion. Equipment after that point would not be eligible for the exclusion; **Examples** typically include: circuit breakers, lightning rods, underground grounding grids, metering equipment, and transmission lines/improvements.

³⁸ See BOE [Guidelines for Active Solar Energy System New Construction Exclusion](#) for additional definitions and examples.

2020 SOLAR ENERGY POWER PLANT PROPERTY STATEMENT INSTRUCTIONS

PART A – GENERAL INFORMATION

California law prescribes a yearly ad valorem (property) tax based on property as it exists at 12:01 a.m. on January 1 – the lien date (RTC §2192).

NOTE: as used herein, references to “section/s (§)” are to sections of the California Revenue and Taxation Code (RTC); references to Property Tax “Rule/s” (PTR) are to sections of the California Code of Regulations.

Under RTC section 441, the property statement (forms) and the instructions constitute an official request that you declare all assessable property situated in this county which you owned, possessed, controlled, or managed on the lien date. You are also required to sign, under the penalty of perjury, and return the completed property statement to the Assessor’s Office by the date required by law. Failure to timely submit a properly, fully completed, signed property statement will compel the Assessor to: (1) return the property statement for compliance, (2) estimate your property’s value from other information in the Assessor’s possession, and (3) add a penalty of 10 percent of the property’s assessed value (see *Rules 171 and 172, and sections 441, 463, and 501 for specifics*). All information submitted is subject to audit as provided for in sections 469 and 470, and Rules 191, 192 and 193. Section 441(g) states that property statements and attachments found to be in error may be refused and returned to the taxpayer for correction and compliance. Property statements not returned timely to the Assessor may be subject to estimated assessment and/or penalties. Fully explain situations requiring deviation from your records. Please contact the Assessor’s Office if you have any questions regarding compliance.

Section 441 states that if you own taxable personal property in any other county whose aggregate cost is \$100,000 or more for any assessment year, you must file a property statement with the Assessor of that county whether or not you are requested to do so. Any person not otherwise required to file a statement is required do so upon request of the Assessor regardless of the aggregate cost of the property. The Assessor of the county will supply you with a property statement form upon request.

This property statement is not a public document. The information contained herein will be held secret by the Assessor under section 451; however, this statement can be disclosed to the district attorney, grand jury and other agencies specified in section 408. Attached schedules are considered part of the property statement.

Section 441.5 and Rule 171(b) state that taxpayers can submit schedules and attachments to a property statement. The section indicates that the entire statement reproduced by the taxpayer can be submitted as an attachment in lieu of completing the forms supplied by the Assessor. The section further states that at least one statement as provided by the Assessor must be submitted along with the attachments, and the form must be properly executed. Finally, the section also states that the appearance of the attachments, including unsolicited information, must be in a format as specified by the Assessor. Requests for changes in the format must be submitted in writing and receive approval prior to use. Contact the Assessor for information and instructions concerning computer media reporting.

The property statement accompanying these instructions illustrates the format, the appearance, and the information required for submitting a self-generated property statement. Your attachments must be on letter size (8.5” by 11”), white paper using portrait orientation — not landscape (sideways). The sections and items appearing on each page are not to be moved to other pages or rearranged. As a minimum, all pages must have the lien date year, and your name (assessee) and the Assessor’s assessment number as they appear on the property statement provided by the Assessor. **YOU MUST ALSO RETURN THE ORIGINAL PROPERTY STATEMENT.**

SECTION A1 – NAME AND MAILING ADDRESS / SITUS ADDRESS / ACCOUNTING RECORDS

If the mailing information has been entered by the assessor, make any necessary corrections. Otherwise, enter your name (assessee), DBA (Doing Business As) name, attention or care of, and mailing address. Enter the name, telephone/fax numbers, and email address of the person to contact regarding the information in the property statement. Enter the location address of the general ledger and all related accounting records, including zip code.

SECTION A2 – DECLARATION OF PROPERTY BELONGING TO YOU

Parts & Supplies — Enter the cost of Active Solar Energy System (ASES) parts separately from non-ASES parts and supplies on hand at lien date. Report costs in whole dollars. If you only take a physical inventory of your parts, there are several methods for estimating supplies; here are two methods: The first method is based on capacity. For example, if you have a capacity for storing 15,000 gallons of heat transfer fluid (HTF), your last HTF delivery cost was \$10.35 per gallon, and your system/storage is at 90 percent full at any given time, then a reasonable estimate of your lien date storage supply of HTF would be \$139,725 (15,000 x \$10.35 x 90%). The second method is based on time. For example, if you spent \$15,000 on office supplies last year and your experience indicates that you have 1.5 months of supplies on hand at any given time, then a reasonable estimate of your lien date office supplies on hand would be \$1,875 (\$15,000 / 12 x 1.5).

Construction-in-Progress — Report expenditures for equipment and other projects under construction but not placed into service as of the lien date. Report actual or estimated amounts in whole numbers. Acceptable methods for reporting costs are: (1) percentage complete times the authorization for expenditure (AFE), budgeted, or

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contract amounts; and (2) actual expenditure to date. If a project is to be allocated to other appraisal units, you are required to provide the allocated amounts. Separately report movable equipment (personal property), fixed ASES equipment, structure improvements (buildings), non-ASES fixtures, land, and land improvements. Note: even if the property has not been placed in service, the information required by Schedule C1 must still be reported.

Movable Equipment (Personal Property) — Enter the grand total cost of all property reported on Schedule B4.

Fixed ASES Equipment (ASES Fixtures) — Enter the grand total cost of all the fixed “Active Solar Energy System” (ASES) equipment reported on Schedule B1. See BOE [Guidelines for Active Solar Energy System New Construction Exclusion](#) and Part D for definitions and examples.

Structures, Fixtures, Land, and Land Improvements — Enter the grand total cost of all structures (buildings), non-ASES fixtures, land and land improvements reported on Schedule B5. See Part D for definitions & examples.

SECTION A4 – NAME AND TYPE OF POWER PLANT

Enter the name of the facility and indicate the type of active solar power plant it is.

SECTION A5 – DECLARATION OF PROPERTY BELONGING TO OTHERS – If none, write “NONE”

If property belonging to others, or their business entities, is located on your premises, report the owner’s name and mailing address. If it is leased equipment, read your agreement carefully and enter A (Lessor) or B (Lessee), and whether the lessor or lessee has the tax obligation. For assessment purposes, the Assessor will consider, but is not bound to, the contractual agreement.

1. **Leased Equipment.** Report the year of acquisition, the year of manufacture, a description of the leased property, the lease contract number or other identification number, the total installed cost to purchase (including sales tax), and the annual rent. Do not report the cost in the schedules of property belonging to you – also see items number 2 and 3 (below).
2. **Lease-Purchase Option Equipment.** Report all equipment acquired on lease-purchase option on which the final payment remains to be made. Enter the year of acquisition, the year of manufacture, a description of the leased property, the lease contract number or other identification number, the total installed cost to purchase (including sales tax), and the annual rent. If final payment has been made, report the full cost in the original year of acquisition, in the schedules of property belonging to you; otherwise do not report such cost in the schedules of property belonging to you – also see item number 3 (below) and 2 (above).
3. **Capitalized Leased Equipment.** Report all leased equipment that has been capitalized at the present value of the minimum lease payments on which a final payment remains to be made. Enter the year of acquisition, the year of manufacture, a description of the leased property, the lease contract number or other identification number, and the total installed cost to purchase (including sales tax). Do not report the cost in the schedules of property belonging to you, unless final payment has been made – also see items 1 and 2 (above).
4. **Vending Equipment.** Report the model and a description of the equipment; do not include the cost in the schedules of property belonging to you, unless you own the equipment.
5. **Other Businesses.** Report other businesses with property located on your premises; and describe property.
6. **Government-Owned Property.** If you possess or use government-owned land, improvements, or fixed equipment, or if government-owned property is located on your premises, report the name and address of the government agency that owns the property, and include a description of the property.

DECLARATION BY ASSESSEE

The law requires that this property statement, regardless of where it is executed, must be declared to be true, under the penalty of perjury, under the laws of the State of California. The declaration must be signed by the **assessee**, a duly appointed fiduciary, or a person authorized to sign on behalf of the assessee. For a **corporation**, the declaration must be signed by an officer or by an employee or agent who has been designated in writing by the board of directors, by name or by title, to sign the declaration on behalf of the corporation. For a **partnership**, the declaration must be signed by a partner or an authorized employee or agent. For a **limited liability company (LLC)**, the declaration must be signed by an LLC manager, or by a member where there is no manager, or by an employee or agent designated by the LLC manager or by the members authorized to sign on behalf of the LLC.

When signed by an **employee or agent**, other than a member of the bar, a certified public accountant, a public accountant, an enrolled agent or a duly appointed fiduciary, the assessee’s written authorization of the employee or agent to sign the declaration on behalf of the assessee must be on file with the Assessor. The Assessor may at any time require a person, who signs a property statement and who is required to have written authorization, to provide proof of authorization.

A property statement that is not signed and executed in accordance with the foregoing instructions is not validly filed. Note: the failure to file penalty imposed by section 463 is also applicable to unsigned property statements.

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SECTION A6 – QUESTIONNAIRE

Answer all the questions by checking the appropriate box – YES, NO, or NA (not applicable) – and/or providing the information requested. Attach additional answer sheets as necessary to fully answer all the listed questions.

SECTION A7 – SYSTEMS AND SUBSYSTEMS INFORMATION

Report all the requested information on all facility systems and subsystems. If there are subsystems not listed, report these on a separate schedule and submit the schedule as an attachment to the property statement; for example, heat exchanger and heat transfer fluid piping subsystems. Enter "NA" for items that are not applicable.

PART B – COST INFORMATION

(All costs are to be reported in whole dollars rounded to the nearest dollar.)

SCHEDULE B1 – FIXED ASES EQUIPMENT COSTS

In the appropriate column, enter the total fixed ASES equipment acquisition cost, for each calendar year, on the row provided for each calendar year's acquisition cost. On the row directly below each such entry, in the same column, enter the amount of acquisition cost for that calendar year which you claim is excluded from assessment as ASES new construction. Reportable costs include: the purchase price, sales and use tax, transportation, installation and construction charges, interest during construction, and other expenses to place the equipment/property into service. Be sure to **note** when doing so, that "dual use" fixed ASES equipment is only eligible for a 75% of value (acquisition cost) new construction exclusion from assessment, and fixed auxiliary and conveyance/use equipment are not eligible for any new construction exclusion from assessment.

SCHEDULE B2 – DETAIL OF FIXED ASES EQUIPMENT ACQUISITIONS, TRANSFERS & COMPLETED CIP

Report all additions, replacements, in-to-situs transfers, and completed construction-in-progress (CIP) of fixed Active Solar Energy System (ASES) equipment reported on Schedule B1, that occurred in the most recent acquisition year; and give as much requested cost detail as possible. If your accounting records allow you to provide more exact fixed ASES equipment cost detail, it is requested that you do so via attachment of a supplementary worksheet. Indicate the applicable Schedule B1 column number in the space provided. Enter the cost, a description, the date acquired or CIP completed, and the cost amount of the prior year reported CIP, for each equipment item acquired, transferred, or completed. Reportable cost includes: the purchase price; sales or use tax; transportation, installation and construction charges; interest during construction; and other costs incurred to place the equipment into service. Reportable cost does not include: adjustments for gain or loss on trade-in; adjustment for investment tax credit or cash grant; section 179 deduction; or other tax and accounting adjustments. Only report completed construction projects as of the date the equipment becomes functional or operational; until then, the equipment should be reported as construction-in-progress. (*attach additional forms as necessary*)

SCHEDULE B3 – DETAIL OF FIXED ASES EQUIPMENT DISPOSALS AND TRANSFERS

Report all disposals and out-of-situs transfers of fixed Active Solar Energy System (ASES) equipment, reported on Schedule B1, that occurred in the most recent acquisition year; and give as much requested cost detail as possible. If your accounting records allow you to provide more exact fixed ASES equipment cost detail, it is requested that you do so via attachment of a supplementary worksheet. Indicate the applicable Schedule B1 column number in the space provided. Enter the cost, a description, the date disposed or transferred out-of-situs, and the date acquired or CIP completed, for each equipment item disposed of or transferred out-of-situs. The description should include the method of disposal (transfer, scrapped, abandoned, sold, etc.), and the name and address of the recipient of any transferred or sold fixed ASES equipment. When it is not possible to provide such costs, an explanation must be provided. (*attach additional forms as necessary*)

SCHEDULE B4 – MOVABLE EQUIPMENT COSTS (personal property)

SCHEDULE B5 – STRUCTURE & FIXTURE IMPROVEMENT, LAND, AND LAND IMPROVEMENT COSTS

These schedules are for reporting costs, consolidated by the calendar year acquired, for movable equipment / personal property (Schedule B4) and structure improvements (buildings), non-ASES fixture improvements, land and land development, and land improvements (Schedule B5). (*attach additional forms as necessary*)

The first column is the calendar year the property was acquired. The other columns are for entering the total costs of property, for each acquisition year, by property type. The annual costs for each column must be totaled also. **Report all fixtures not reported on Schedule B1, on Schedule B5 column 2, and use supplementary schedules to provide detail of any improvements not reported on Schedule B6 or B7.**

Reportable cost includes: the purchase price, sales and use tax, transportation, installation and construction charges, interest during construction, and other expenses to place the equipment/property into service. Reportable cost does not include: adjustments for gain or loss on trade-in, adjustment for investment tax credit or cash grant, Internal Revenue Service section 179 deduction, and other tax or accounting adjustments.

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Equipment/property items previously leased are to be reported at their original full cost and acquisition date. Do not include fully licensed vehicles and trailers, or off-highway vehicles subject to identification (trail bikes, snowmobiles, or 3- and 4-wheel all-terrain vehicles). The property tax for such vehicles is paid via the annual registration or off-highway identification sticker. However, you must report oversized and overweight rubber-tired vehicles, except commercial vehicles and cranes, requiring permits issued by the California Department of Transportation to operate on the highways. Unlicensed vehicles and equipment with license plates starting with "SE" are also required to be reported. Do not include pipelines and rights-of-way because they are to be reported on a separate property statement (form BOE 571-P). If you have facilities and plants that are being allocated to other appraisal units, you are required to provide the allocated cost; the assessor's office will not perform the allocation. Also, do not include application software (RTC §995).

Property items should be grouped into like-kind assessment categories; for example, the various items used in an office which together constitute the assessment category of Office Furniture & Equipment. This may or may not follow your accounting classification policy. Some general assessment guidelines to grouping property are:

- Report Active Solar Energy System (ASES) fixed-equipment separate from non-ASES fixed-equipment. ASES fixed-equipment, including "dual-use" fixed-equipment is to be reported on Schedule B1, columns 1-7. Non-ASES fixed-equipment (auxiliary equipment) is to be reported on Schedule B5 column 2 (Non-ASES Fixtures). See Part D of this form and BOE [Guidelines for Active Solar Energy System New Construction Exclusion](#) for definitions of these categories of fixtures.
- The various types of property included in an equipment, fixture, or improvement assessment category should be reflective of an economic life (average service life) for the group, as a whole.
- Computer equipment and office furniture & equipment should be reported in separate assessment categories.

The following are some of the most common errors and unacceptable practices found during statement reviews:

- Do not report negative numbers. They are ignored and treated as zero amounts.
- Do not determine the cost of new acquisitions by reporting the difference between last year's and this year's property asset account balances. All new property acquisitions are to be reported, as of the most recent acquisition year, on schedules B1 and B2, B4, or B5 and B6, as instructed. The cost of property disposed of is to be reported on Schedule B3 or B7, as instructed, and deleted from the property acquisition cost reported in the year the property was acquired or from the property acquisition cost reported in the oldest prior year/s on Schedules B1, B4 or B5, as appropriate.
- Separately report, via an attached schedule, the cost, by acquisition year, of active and idle, unused, or obsolete equipment included in the same property assessment category as other such active equipment.
- Fully depreciated items still in use, active or idle, must be reported.
- Finalized property tax audit adjustments must be incorporated as part of the information reported herein.

SCHEDULE B6 – DETAIL OF STRUCTURE & FIXTURE IMPROVEMENT, LAND, AND LAND IMPROVEMENT ACQUISITIONS, TRANSFERS AND COMPLETED CONSTRUCTION IN PROGRESS (CIP)

Report all acquisitions, in-to-situs transfers, and completed construction-in-progress (CIP) of buildings, fixtures, land and land development, and land improvements, required to be reported on Schedule B5, that occurred in the most recent acquisition year. Indicate the applicable Schedule B5 column number in the space provided. Enter the cost, a description, the date acquired or CIP completed, and the cost amount of the prior year reported CIP, for each property item acquired, transferred, or completed. Reportable cost includes: the purchase price; sales or use tax; transportation, installation and construction charges; interest during construction; and other costs incurred to place the property into service. Reportable cost does not include: adjustments for gain or loss on trade-in; adjustment for investment tax credit or cash grant; section 179 deduction; or other tax and accounting adjustments. Only report completed construction projects as of the date the property becomes functional or operational; until then, the property should be reported as construction-in-progress. *(attach additional forms as necessary)*

SCHEDULE B7 – DETAIL OF STRUCTURE & FIXTURE IMPROVEMENT, LAND, AND LAND IMPROVEMENT DISPOSALS AND TRANSFERS

Report all disposals and out-of-situs transfers of buildings, fixtures, land, and land improvements, reported on Schedule B5, that occurred in the most recent acquisition year; and give as much requested cost detail as possible. If your accounting records allow you to provide more exact cost detail, it is requested that you do so via attachment of a supplementary worksheet. Indicate the applicable Schedule B5 column number in the space provided. Enter the cost, a description, the date disposed or transferred out-of-situs, and the date acquired or CIP completed, for each property item disposed of or transferred out-of-situs. The description should include the method of disposal (transfer, scrapped, abandoned, sold, etc.), and the name and address of the recipient for any transferred or sold property items. When it is not possible to provide such costs, an explanation must be provided. *(attach additional forms as necessary)*

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PART C – REVENUE AND EXPENSE INFORMATION

SCHEDULE C1 – ACTUAL OPERATING RESULTS

Report megawatt hours generated, production results, and revenues and expenses for the calendar year preceding the lien date (see column 2 heading). Note: production, revenue and expense terms are defined via Schedule C2 below.

SCHEDULE C2 – ANTICIPATED OPERATING RESULTS

Report the information in this Section regardless of whether the subject property has been placed in service.

Production - For each calendar year starting with the current calendar year, report the following annual production projections:

- **Annual Availability** is the total amount of electricity a project can produce 24/7, less scheduled downtime (not including curtailments), divided by the total amount of electricity a project can produce 24/7 within a calendar year.
- **Annual Capacity Factor** is the actual amount of electricity produced divided by the total amount of electricity a project can produce 24/7, less scheduled downtime, within a calendar year.
- **Energy Production** is the total sales amount of electricity (kWh).
- **Production Curtailment** is the amount of electricity (kWh) not loaded onto the electrical grid at the request of the utility or California's Independent Service Operator.
- **Curtailment Rate** is the average \$/kWh received in compensation for not supplying electricity to the electrical grid.
- **Energy Rate** is the average \$/kWh from all sources.

Revenues - For each calendar year starting with the current calendar year, report the following anticipated variable production revenues: capacity payments, production tax credits, energy revenue, excessive transmission costs, and total revenue.

- **Capacity Payments** is the amount received from all sources for capacity agreements.
- **Production Tax Credits** is the amount of dollar credits received.
- **Energy Revenue** is the revenue derived from the sale of electricity from all sources, including amounts received from curtailments; less excessive transmission costs, reported separately.
- **Total revenue** is the aggregate of all revenues less excessive transmission costs.

Expenses - For each calendar year starting with the current calendar year, report the following anticipated variable production expenses:

- **Land Royalties' Payments.**
- **Total Production Operations and Maintenance (O&M) Expenses.** Production O&M expenses include but are not limited to: payroll and benefits expenses; spare parts expenses; utilities expenses; outside services expenses; O&M fees; site equipment repair and maintenance expenses; material, supplies and consumables expenses; shop equipment and tools expenses; uniforms expenses; safety equipment expenses; freight and fuel expenses; chemicals, oils and lubricants expenses; gases expenses; and waste disposal expenses.
- **Total Site Operations & Maintenance (O&M) Expenses.** Site O&M expenses include but are not limited to: utilities expenses; outside services expenses; travel and meal expenses; environmental and sampling expenses; and all other site operations and maintenance expenses.
- **Total Non-Operating General & Administrative (G&A) Expenses.** Non-operating G&A expenses include but are not limited to: insurance expenses; travel and meal expenses; outside services expenses; public relations expenses; bank fee expenses; ADA fee expenses; fixed land lease expenses; accounting and audit expenses; consulting expenses; subscriptions, dues and memberships expenses; bank and finance charge expenses; postage and courier expenses; and legal expenses.
- **Other Expenses.** Other expenses include but are not limited to: royalties; CAISO expenses; interphase (wake) expenses; and interconnection fees expenses.

SCHEDULE C3 – PLANT OFF-LINE INFORMATION

Enter plant production curtailed or off-line for scheduled and unscheduled periods greater than 24 hours during the month. Provide the month, the hours off-line, and a brief explanation (for example, generator failure).