

# VALLEY CLEAN ENERGY ALLIANCE

## Staff Report – Item 13

---

**TO:** Board of Directors  
**FROM:** Alisa Lembke, Board Clerk / Administrative Analyst  
**SUBJECT:** Resolution to modify time of regular Board meetings  
**DATE:** April 8, 2021

---

### **RECOMMENDATION**

Approve resolution amending Resolution 2020-022, to modify the time for regular Board meetings.

### **BACKGROUND**

On September 20, 2017 the Board adopted Resolution 2017-004 establishing a regular meeting day and time and to alternate the monthly meeting location between Davis City Council and Yolo County Board of Supervisors Chambers. Since then, the cities of Woodland and Winters have joined VCE.

In March 2020, due to the COVID-19 pandemic, the Governor executed two orders (N-25-20 and N-29-20) suspending certain provisions of the Brown Act and allowing Boards of Directors to attend meetings telephonically or by videoconference to provide for physical distancing. For numerous months in early 2020, the Board had been holding *special* meetings at 4 p.m. via videoconferencing. On August 13, 2020 via Resolution 2020-022, the place and time of its regular Board meetings was modified to hold their regular meetings via video/teleconference at 4 p.m. during the COVID-19 emergency.

Staff is proposing a meeting time of 5 p.m. - the attached resolution amends Resolution 2020-022 to modify the time of its regular Board meetings to 5 p.m. No other changes to the Resolution are being proposed.

### **Attachments**

1. Resolution modifying time
2. Resolution 2020-022

## VALLEY CLEAN ENERGY ALLIANCE

### RESOLUTION NO. 2021-\_\_\_

#### A RESOLUTION OF THE VALLEY CLEAN ENERGY ALLIANCE AMENDING RESOLUTION 2020-022 TO MODIFY THE TIME FOR REGULAR BOARD OF DIRECTORS MEETINGS

**WHEREAS**, to encourage and maximize participation of the public in the proceedings and discussions of the Board of Directors, and as required by Section 3.8 of the JPA Agreement, the Board adopted Resolution 2017-004 on September 20, 2017 establishing a regular meeting day to be the second Thursday of the month, a regular meeting time of 5:30 p.m., and to alternate the monthly meeting location between Davis City Council Chambers, 23 Russell Boulevard, Davis and Yolo County Board of Supervisors Chambers at 625 Court Street, Woodland;

**WHEREAS**, on June 13, 2017 the City of Woodland became a member of the VCE Joint Powers Agency and on December 12, 2019 the City of Winters became a member of the VCE Joint Powers Agency;

**WHEREAS**, with the addition of the City of Woodland and the City of Winters, the location of in person meetings will rotate among the member agencies;

**WHEREAS**, pursuant to the provisions of the Governor's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), which suspends certain provisions of the Brown Act and the Orders of the Public Health Officers with jurisdiction over Yolo County, to Shelter in Place and to provide for physical distancing due to the COVID-19 pandemic, all members of the Board of Directors and all staff attend meetings telephonically or by videoconference during the COVID-19 emergency and the public is provided access to observe and participate in the meetings on a written, telephonic or videoconference basis;

**WHEREAS**, the Board of Directors had been holding monthly Special Board meetings in the early months of 2020 via teleconference/videoconference at 4 p.m. while the Governor's Executive Orders are in effect;

**WHEREAS**, on August 13, 2020 via Resolution 2020-022, the Board, in summary: 1) reconfirmed the regular meeting day for the Board to be the second Thursday of the month; 2) set the regular meeting time of the Board to be 4:00 p.m. held via teleconference or videoconference so long as the Executive Orders set forth above are in place; 3) confirmed that when the Board resumes meetings with a physical location, the place will be held within the jurisdiction of one of its agencies; and, 4) reconfirmed that the Clerk shall post the times and places of the Board meetings website to provide advance notice of the times and locations of the meetings; and,

**WHEREAS**, the Board of Directors wish to hold their regular monthly meetings at 5 p.m. instead of 4 p.m. so long as the Executive Orders set forth above are in place.

**NOW, THEREFORE**, the Board of Directors of the Valley Clean Energy Alliance resolves as follows:

1. The Board reconfirms the regular meeting day for the Board of Directors of the Valley Clean Energy Alliance shall be the second Thursday of the month, provided that if a regular meeting date is an official holiday, the meeting will be held on the following day.

2. The regular meeting time of the Board of Directors of the Valley Clean Energy Alliance shall be 5:00 p.m. so long as the Executive Orders set forth above are in place and, the meetings of the Board of Directors, during this time shall be held via teleconference or videoconference. At the termination of the Executive Orders related to the COVID-19 emergency, the regular meeting time of the Board of Directors' meeting shall be 5:30 p.m.

3. When the Board resumes meetings with a physical location, the regular meeting place(s) of the Board of Directors of the Valley Clean Energy Alliance shall be held within the jurisdiction of one of its member agencies at the following locations: Davis City Council Chambers (Davis), City of Woodland Council Chambers (Woodland), and City of Winters Police/Fire Station (Winters), or Yolo County Board of Supervisors Chambers (Woodland) and the meetings shall rotate from member to member in the order set forth in this paragraph.

4. The Clerk shall post the times and places of the Board meetings on the Valley Clean Energy Alliance website to provide advance notice of the times and locations of the meetings.

**PASSED, APPROVED, AND ADOPTED**, at a regular meeting of the Valley Clean Energy Alliance, held on the \_\_\_ day of \_\_\_\_\_ 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Dan Carson, VCE Chair

---

Alisa M. Lembke, VCE Board Secretary

**VALLEY CLEAN ENERGY ALLIANCE**

**RESOLUTION NO. 2020-022**

**A RESOLUTION OF THE VALLEY CLEAN ENERGY ALLIANCE AMENDING RESOLUTION  
2017-004 TO MODIFY THE PLACE AND TIME FOR  
REGULAR BOARD OF DIRECTORS MEETINGS**

**WHEREAS**, the Valley Clean Energy Alliance (“VCE”) is a joint powers agency established under the Joint Exercise of Powers Act of the State of California (Government Code Section 6500 et seq.) (“Act”), and pursuant to a Joint Exercise of Powers Agreement Relating to and Creating the Valley Clean Energy Alliance between the County of Yolo (“County”), the City of Davis (“Davis”), the City of Woodland and the City of Winters (“Cities”) (the “JPA Agreement”), to collectively study, promote, develop, conduct, operate, and manage energy programs;

**WHEREAS**, to encourage and maximize participation of the public in the proceedings and discussions of the Board of Directors, and as required by Section 3.8 of the JPA Agreement, the Board adopted Resolution 2017-004 on September 20, 2017 establishing a regular meeting day to be the second Thursday of the month, a regular meeting time of 5:30 p.m., and to alternate the monthly meeting location between Davis City Council Chambers, 23 Russell Boulevard, Davis and Yolo County Board of Supervisors Chambers at 625 Court Street, Woodland;

**WHEREAS**, on June 13, 2017 the City of Woodland became a member of the VCE Joint Powers Agency and on December 12, 2019 the City of Winters became a member of the VCE Joint Powers Agency;

**WHEREAS**, with the addition of the City of Woodland and the City of Winters, the location of in person meetings will rotate among the member agencies;

**WHEREAS**, pursuant to the provisions of the Governor’s Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), which suspends certain provisions of the Brown Act and the Orders of the Public Health Officers with jurisdiction over Yolo County, to Shelter in Place and to provide for physical distancing due to the COVID-19 pandemic, all members of the Board of Directors and all staff attend meetings telephonically or by videoconference during the COVID-19 emergency and the public is provided access to observe and participate in the meetings on a written, telephonic or videoconference basis; and,

**WHEREAS**, the Board of Directors has been holding monthly Special Board meetings via teleconference/videoconference at 4 p.m. while the Governor’s Executive Orders are in effect.

**NOW, THEREFORE,** the Board of Directors of the Valley Clean Energy Alliance resolves as follows:

1. The Board reconfirms the regular meeting day for the Board of Directors of the Valley Clean Energy Alliance shall be the second Thursday of the month, provided that if a regular meeting date is an official holiday, the meeting will be held on the following day.

2. The regular meeting time of the Board of Directors of the Valley Clean Energy Alliance shall be 4:00 p.m. so long as the Executive Orders set forth above are in place and, the meetings of the Board of Directors, during this time shall be held via teleconference or videoconference. At the termination of the Executive Orders related to the COVID-19 emergency, the regular meeting time of the Board of Directors' meeting shall be 5:30 p.m.

3. When the Board resumes meetings with a physical location, the regular meeting place(s) of the Board of Directors of the Valley Clean Energy Alliance shall be held within the jurisdiction of one of its member agencies at the following locations: Davis City Council Chambers (Davis), City of Woodland Council Chambers (Woodland), and City of Winters Police/Fire Station (Winters), or Yolo County Board of Supervisors Chambers (Woodland) and the meetings shall rotate from member to member in the order set forth in this paragraph

4. The Clerk shall post the times and places of the Board meetings on the Valley Clean Energy Alliance website to provide advance notice of the times and locations of the meetings

**PASSED, APPROVED, AND ADOPTED,** at a regular meeting of the Valley Clean Energy Alliance, held on the 13<sup>th</sup> day of August 2020, by the following vote:

AYES: Saylor, Carson, Stallard, Sandy, Frerichs, Barajas, Loren

NOES: None

ABSENT: Cowan

ABSTAIN: None

  
\_\_\_\_\_  
Don Saylor, VCE Chair

  
\_\_\_\_\_  
Alisa M. Lembke, VCE Board Secretary