

VALLEY CLEAN ENERGY ALLIANCE

Staff Report – Item 14

TO: Board of Directors

FROM: Alisa Lembke, Board Clerk / Administrative Analyst

SUBJECT: Resolution amending Resolution 2021-008 to modify time and location of regular Board meetings

DATE: February 12, 2026

RECOMMENDATION

Approve a resolution amending Resolution 2021-008 to modify time and location 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 regular meetings via video/teleconference at 4 p.m. during the COVID-19 emergency.

In April 2021 the Board of Directors adopted Resolution 2021-008 to change the time of regular monthly meetings from 4 p.m. to 5 p.m. as long as the Executive Orders related to the COVID-19 emergency are in place, and once those Executive Orders expire to change the time of meetings to be at 5:30 p.m. and to require that the location of in person meetings rotate amount the member agencies at City of Davis Community Chambers, City of Woodland Council Chambers, and City of Winters Police/Fire Station, or Yolo County Board of Supervisors Chambers (Woodland).

ANALYSIS

Since the Executive Orders expired, the VCE Board has been holding their regular meetings in person at 5:30 p.m. and the Board has been holding their meetings at either the City of Davis Council (Community) Chambers or at the City of Woodland Council Chambers. Due to facility size and technology incapacibilities, the Board has not been holding meetings at the City of Winters Police/Fire Station or Yolo County Board of Supervisors Chambers.

Staff would like, via modifying Resolution 2020-022, to reconfirm the regular meeting “default” time of 5:30 p.m. on the second Thursday of the month and change the location of the meetings alternating between City of Davis Council (Community) Chambers, City of Woodland Council Chambers, or any other location as approved by the Board. No other changes to the Resolution are being proposed.

Designating a “default” time of 5:30 p.m. does not prohibit the Board from meeting at a different time by either adjourning a prior meeting to an earlier time or scheduling a special meeting. As a reminder, VCE cannot adjust the Chief Executive Officer salary or incur debt at a special meeting.

CONCLUSION

Staff recommend that the Board approve a resolution amending Resolution 2021-008 to amend time and location for regular Board meetings.

Attachments

1. Resolution 2026-XXX
2. Resolution 2021-008

VALLEY CLEAN ENERGY ALLIANCE**RESOLUTION NO. 2026 - ____****A RESOLUTION OF THE VALLEY CLEAN ENERGY ALLIANCE AMENDING
RESOLUTION 2021-008 TO MODIFY THE TIME AND LOCATION FOR REGULAR
BOARD OF DIRECTORS MEETINGS**

WHEREAS, the Valley Clean Energy Alliance (“VCE”) was formed as a community choice aggregation agency (“CCA”) on November 16, 2016, under the Joint Exercise of Power Act, California Government Code sections 6500 et seq., among the County of Yolo, and the Cities of Davis and Woodland, to reduce greenhouse gas emissions, provide electricity, carry out programs to reduce energy consumption, develop local jobs in renewable energy, and promote energy security and rate stability in all of the member jurisdictions. The City of Winters, located in Yolo County, was added as a member of VCE and a party to the JPA in December of 2019;

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, pursuant to the provisions of the Governor's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), which suspended 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 attended meetings telephonically or by videoconference during the COVID-19 emergency and the public was provided access to observe and participate in the meetings on a written, telephonic or videoconference basis;

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 COVID-19 Executive Orders were 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;

WHEREAS, the Board of Directors adopted Resolution 2021-008 on April 8, 2021 to change the time of regular monthly meetings from 4:00 p.m. to 5:00 p.m. as long as the Executive Orders related to the COVID-19 emergency are in place, and once those Executive Orders expire to

change the time of meetings to be at 5:30 p.m., and to require that the location of in person meetings to rotate among the member agencies at the following locations in the following order: 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

WHEREAS, the Board of Directors wishes to reconfirm the regular meeting time as 5:30 p.m., now that the COVID-19 Executive Orders have expired, and to change the location of the meetings to alternate between City of Davis Council (Community) Chambers (Davis) and City of Woodland Council Chambers (Woodland), or other locations as approved by the Board of Directors.

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

Section 1. The Board reconfirms the regular meeting time for the Board of Directors of the Valley Clean Energy Alliance shall be at 5:30 p.m. on the second Thursday of the month, provided that if a regular meeting date is an official holiday, the Board may reschedule the regular meeting by formal motion or by adjourning to a different day.

Section 2. The physical location for the regular meetings 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: City of Davis Council (Community) Chambers (Davis), City of Woodland Council Chambers (Woodland), and any other location as approved by the Board of Directors.

Section 3. 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 _____ 2026, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

_____, VCE Chair

Alisa M. Lembke, VCE Board Secretary

VALLEY CLEAN ENERGY ALLIANCE

RESOLUTION NO. 2021 - 008

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 8th day of April 2021, by the following vote:

AYES: Carson, Loren, Saylor, Frerichs, Cowan, Sandy, Vega

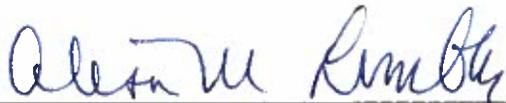
NOES: None

ABSENT: Stallard

ABSTAIN: None



Dan Carson, VCE Chair



Alisa M. Lembke, VCE Board Secretary