



**Special Meeting of the Board of Directors of the  
Valley Clean Energy Alliance (VCEA)**

**Thursday, October 18, 2018**

**6:00 p.m.**

**Yolo County Library Davis Branch, Blanchard Room**

**315 E 14th St, Davis, CA 95616**

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting materials, should contact Alisa Lembke, VCEA Board Clerk/Administrative Analyst, at least two (2) working days before the meeting at (530) 446-2754 or [Alisa.Lembke@valleycleanenergy.org](mailto:Alisa.Lembke@valleycleanenergy.org).

If you have anything that you wish to be distributed to the Board and included in the official record, please hand it to a member of VCEA staff who will distribute the information to the Board members and other staff

Please note that the numerical order of items is for convenience of reference. Items may be taken out of order on the request of any Board member with the concurrence of the Board. Staff recommendations are advisory to the Board. The Board may take any action it deems appropriate on any item on the agenda even if it varies from the staff recommendation.

**Board Members:** Lucas Frerichs (Chair/City of Davis), Tom Stallard (Vice Chair/City of Woodland), Angel Barajas (City of Woodland), Dan Carson (City of Davis), Duane Chamberlain (Yolo County), and Don Saylor (Yolo County)

**6:00 p.m. Call to Order**

- 1. Welcome and Roll Call**
- 2. Approval of Agenda**
- 3. Public Comment**

This item is reserved for persons wishing to address the Board on any VCEA-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. As with all public comment, members of the public who wish to address the Board are customarily limited to two minutes per speaker, but an extension can be provided at the discretion of the Chair.

**CONSENT AGENDA**

- 4. Approval of Draft September 13, 2018 Meeting Minutes**
- 5. Receive Long Range Calendars (2018 and 2019)**
- 6. Accept Financial Update – August 31, 2018 (unaudited) financial statements (with revised comparative information from July 31, 2018)**
- 7. Request to approve contract between Automate Mailing Service and Valley Clean Energy in the amount not to exceed \$100,000 for a two-year term to provide printing, mailing, and processing services**

8. Request to amend Circlepoint contract for customer outreach and marketing services by increasing the contract amount by \$30,000 for a new not to exceed amount of \$428,035
9. Request to amend Task Order No. 4 (Operational Staff Services) of the Sacramento Municipal Utility District (SMUD) Professional Services Agreement to include a Staff Member as “on call proxy Power Director” and to modify the Key Account Representative position to an as needed, hourly basis
10. Receive Keyes & Fox Regulatory Update dated October 10, 2018
11. Receive Customer Enrollment Update as of October 10, 2018
12. Receive October 1, 2018 Community Advisory Committee Meeting report
13. Request to approve the Community Advisory Committee Solicitation, Selection and Appointment Policy

#### **REGULAR AGENDA**

14. Recognition of Tom Flynn for serving as a volunteer on the Community Advisory Committee
15. Receive and approve audited financial statements for the period of January 1, 2017 (inception) to June 30, 2018 presented by James Marta & Company
16. Keyes & Fox Update on Power Charge Indifference Adjustment
17. VCEA Staff Report on Quarterly Procurement Update
18. **Board Member and Staff Announcements**  
Action items and reports from members of the Board, including announcements, AB1234 reporting of meetings attended by Board Members at VCEA expense, questions to be referred to staff, future agenda items, and reports on meetings and information which would be of interest to the Board or the public.

***The next VCEA Board meeting: Thursday, November 8, 2018 at 5:30 p.m. at the City of Woodland Council Chambers, second floor, 300 1<sup>st</sup> Street, Woodland, CA 95695***

19. **Adjournment (Approximately 7:30 p.m.)**  
Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. VCEA public records are available for inspection by contacting Board Clerk Alisa Lembke at (530) 446-2750 or [Alisa.Lembke@ValleyCleanEnergy.org](mailto:Alisa.Lembke@ValleyCleanEnergy.org). Agendas and Board meeting materials can be inspected at VCEA's offices located at 604 Second Street, Davis, California 95616; those interested in inspecting these materials are asked to call (530) 446-2750 to make arrangements. The documents are also available on the Valley Clean Energy website located at: <https://valleycleanenergy.org/about-us/meetings/>