A REGULAR MEETING

Of The

TRAVERSE CITY LIGHT AND POWER BOARD

Will Be Held On

TUESDAY, November 29, 2011

At

5:15 p.m.

In The

COMMISSION CHAMBERS

(2nd floor, Governmental Center) 400 Boardman Avenue

Traverse City Light and Power will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon notice to Traverse City Light and Power. Individuals with disabilities requiring auxiliary aids or services should contact the Light and Power Department by writing or calling the following.

Stephanie Tvardek Administrative Assistant 1131 Hastings Street Traverse City, MI 49686 (231) 932-4543

Traverse City Light and Power 1131 Hastings Street Traverse City, MI 49686 (231) 922-4940

Posting Date: 11-23-11

4:00 p.m.

AGENDA

Pledge of Allegiance

1. Roll Call

2. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Board action adopting the consent calendar.

a. Consideration of approving minutes of the Regular Meeting of October 25, 2011.

3. Old Business

None.

4. New Business

a. Consideration of approving Red Tag Revenue Distribution. (Rice/Arends)

- Presentation from the Father Fred Foundation

5. Appointments

a. Consideration of appointments to the Human Resources Ad Hoc Committee. (Coco)

6. Reports and Communications

- a. From Legal Counsel.
- b. From Staff.
 - 1. Update re: the Energy Optimization Plan. (Cooper)
 - 2. Discussion of MPPA. (Rice/Snodgrass)
 - 3. Verbal update re: Bay Street Undergrounding project. (Dine)
 - 4. Verbal update re: downtown Christmas lighting. (Solak)
 - 5. Verbal update re: 100th Anniversary kick-off event on December 2, 2011. (Wheaton)
 - 6. Verbal update re: MERC Case No. C11 D-086. (Rice)
- c. From Board.

7. Public Comment

TRAVERSE CITY LIGHT AND POWER BOARD

Minutes of Regular Meeting Held at 5:15 p.m., Commission Chambers, Governmental Center Tuesday, October 25, 2011

Board Members -

Present:

Jim Carruthers, John Snodgrass, Ralph Soffredine, John Taylor, Linda

Johnson, Mike Coco, Michael Estes

Absent:

None

Ex Officio Member -

Present:

R. Ben Bifoss

Others:

Ed Rice, W. Peter Doren, Tim Arends, Jessica Wheaton, Jim Cooper, Rod

Solak

The meeting was called to order at 5:15 p.m. by Chairman Coco.

Item 2 on the Agenda being Consent Calendar

Moved by Soffredine, seconded by Johnson, that the following actions, as recommended on the Consent Calendar portion of the Agenda, be approved:

a. Minutes of the Regular Meeting of September 13, 2011.

CARRIED unanimously. (Estes absent)

Item 3 on the Agenda being Old Business

None.

Item 4 on the Agenda being New Business

3(a). Consideration of approving a Michigan Electric Cooperative Association (MECA) Safety Program Agreement.

Moved by Soffredine, seconded by Johnson, that the Light & Power Board authorizes the Executive Director to enter into an agreement with the Michigan Electric Cooperative Association for employee safety training.

CARRIED unanimously. (Estes absent)

Item 5 on the Agenda being Appointments

None.

Item 6 on the Agenda being Reports and Communications

1. W. Peter Doren reported on a court case re: the Freedom of Information Act.

B. From Staff.

1. Ed Rice and Tim Arends spoke re: the rate comparison study.

Estes arrived at 5:42 p.m.

Chairman Coco, with consensus of the board, suspended the board rules and allowed Mayor Bzdok to provide public comment on the rate comparison study.

2. Ed Rice spoke re: the City application for the Transportation Investment Generating Economic Recovery grant.

Mayor Bzdok provided public comment on the grant.

- 3. Jessica Wheaton spoke re: the TCL&P Open House held on October 8.
- 4. Ed Rice spoke re: neighborhood association meetings.
- 5. Jessica Wheaton spoke re: the DDA/DTCA tree lighting and holiday open house event.

C. From Board.

- 1. Jim Carruthers spoke re: the TCL&P Board meeting scheduled for November 8.
- 2. John Snodgrass spoke re: Carbon Monoxide Safety and Awareness Week.
- 3. John Taylor requested an update on TCL&P's Energy Optimization Program.
- 4. Vice-Chair Johnson congratulated W. Peter Doren on being the recipient of the Jim Mudgett Trail Pioneer Award.
- 5. Chairman Coco thanked Mayor Bzdok for his support of TCL&P.

Item 7 on the Agenda being Public Comment

No one from the public commented.

There being no objection, Chairman Coco declared the meeting adjourned at 7:15 p.m.

Edward E. Rice, Secretary LIGHT AND POWER BOARD

/jw



To:

Light and Power Board

From:

Ed Rice, Executive Director

Date:

November 23, 2011

Subject:

Red Tag Revenue Distribution

In 1996 Traverse City Light & Power implemented a fee of \$5.00 for each red tag (final disconnect notice) placed on a customer's door for unpaid delinquent utility charges. This fee is split with one-half recorded as Light and Power revenue to help offset the cost of tagging a residence, and the other half accumulated in a special account for distribution to agencies that assist area citizens in need.

We regularly refer our customers facing shut-off for non-payment to the Father Fred Foundation, Love I.N.C., Salvation Army, and Northwest Michigan Human Services Agency. Since 1996, when Light and Power implemented the red tag fee, L&P has distributed \$141,034 to these area agencies.

Currently there is \$11,470 in the distribution account, which represents one-half of the charges for red tags.

The past two years the Board has voted to donate 100% of red tag revenues to the agencies. Staff is recommending that the Board again authorize distribution of 100% of these funds to area agencies to assist customers in need during the heating season.

[f]	you agree with	staff's recomn	nendation th	ne following	motion v	vould be a	appropriate:
	, ,						* * *

MOVED BY	, SECONDED BY	
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THAT THE LIGHT & POWER BOARD AUTHORIZES THE DISBURSEMENT OF \$22,940, REPRESENTING 100% OF THE ANNUAL REVENUES FOR NON-PAYMENT SHUT-OFF NOTICE TAGGING FEES, TO THE FATHER FRED FOUNDATION, LOVE I.N.C., THE SALAVATION ARMY, AND NORTHWEST HUMAN SERVICES AGENCY.



To:

Ed Rice, Executive Director

From:

Tim Arends, Controller

Date:

November 4, 2011

Subject:

L&P Shutoff Protection Program

A few weeks ago you and I met with Board members Estes and Soffredine who expressed an interest in L&P launching a program that would allow its customers to contribute money through payment of their utility bills to a fund that would be directed to area agencies to assist L&P customers in paying their utility bills to avoid shutoff. We currently donate the proceeds of our \$5 red tag charge to agencies for this purpose, but it is believed that a new program could provide more revenue to the charities to meet the increased needs in the community.

Specifically, Mr. Estes desires a program that allows customers the option to pay the full Power Cost Recovery Rate (PCR) in lieu of the capped PCR Rate that is billed monthly based on kWh usage. My concern with this option is that L&P is unsure what that actual PCR rate will be from month-to-month, or how much it will increase/decrease in the future. Also, customers would not know how much their actual donation would be until they receive their bill; and the PCR cap is set to expire next year. I would recommend a program that allows customers to select a specific dollar contribution (\$1, \$2, \$5, \$10, other); this could be communicated as a bill insert coupon to "check the box" and return to L&P for processing.

I met with the Treasurers Office staff and we concluded that either of the methods described above can be implemented with the current utility billing system. To implement the program L&P will: communicate/promote the program to our customers; modify the monthly billings for those that sign up; and distribute the proceeds to the agency(s) on a monthly/quarterly basis.

I also contacted Father Fred Foundation and discussed the specifics of how they and other area agencies handle customers that L&P directs for assistance with their delinquent bills. I received a wealth of knowledge on the process, which is not quite as simple as it would seem. Karla and John of the Treasurers Office joined me at a Utility Collaborative Meeting on Monday at Father Fred Foundation, Mr. Estes was also present representing the Board, along with all of the area agencies from Grand Traverse, Kalkaska, Leelanau, and Antrim Counties that assist with utility disconnects. The other utilities present were Consumers Energy, DTE, Cherryland Electric, and Great Lakes Energy.

The agencies met in the morning to discuss different issues they have and how to work with each other in a collaborative way to meet the needs in the area. The utilities joined them at lunch and the agencies invited us to share our particular issues/concerns and to address questions we had of the agencies. I felt it was a very informative meeting that also had television media coverage at the end of the meeting. I announced that L&P was looking into a new program that would enable its customers to contribute money for shutoff protection that would be donated to area agencies.

Surprisingly, there are 11 regional agencies that offer utility shutoff protection services including state and federal agencies. Last year they provided more than \$2.9 million in assistance in the 5 county Region. Typically, an individual must provide a notice from DHS that they do not qualify for state assistance, along with a shutoff notice from the utility before they can receive aid. Father Fred Foundation provides a maximum of \$400 annually for utility shutoff protection to qualified individuals. Last year, L&P directed \$4,807.50 to Father Fred Foundation from its Red Tag revenues and received more than \$9,500 from that agency for payment of utilities subject to shutoff.

Attached is information from HELPLINK, a service I was unaware of that assists individuals with a step-by-step approach to helping them get financial assistance with their personal needs. They work with all of the agencies and even assist people with filling out the required forms to apply for assistance from the state, federal, and local agencies.

As a "next step" in the process I recommend the following:

- I have asked the Father Fred Foundation if they would be interested in making a presentation to our Board, for the benefit of staff, the Board and the viewers, that explains the entire process when a customer is facing electric shutoff and are unable to pay their bill. They are very interested in doing this and I think it would be of great benefit.
- We should develop a written explanation of the program we would recommend be deployed and have this on a future board meeting agenda for discussion/adoption.
- Since L&P will be the medium for our customers to make contributions to area agencies, I do not believe a board policy is necessary, but I do believe the Board should adopt a "program" since different options have been discussed.
- L&P communication personnel should immediately begin preparing communications to the public in order for this program to be implemented upon Board Adoption.

At your direction, I will schedule a meeting that includes Karla and/or John, Jessica and/or Jim, you and I along with anyone else you feel should be there. I believe we can have a complete program, including customer communication materials available for the first meeting in December. Waiting much beyond that will not enable us enough time to collect money from the customers and direct to the agencies and provide the assistance that will be needed this heating season.



Connecting people in need to resources in the Grand Traverse Region

- 1105 East Front Street
 - On the northeast corner of Front St. and Garfield Ave. in Traverse City
- Phone: 231 946-6278, Fax: 231 946-6402
- Open Tuesday and Thursday from 10 a.m. to 3 p.m.
- No Appointment Necessary

What is HelpLink?

HelpLink is a free service that works with people who have family or personal needs by helping them explore options for assistance. These options are available from agencies and programs in the five-county Grand Traverse region.

What will I need to bring when I stop by?

You'll be asked to complete a simple registration form when you visit our office. This includes your name, contact information, and a description of your needs. Trained "navigators" will be on hand to assist you.

Why does HelpLink exist?

Many people in crisis do not know the scope of available options, or how to make arrangements for assistance. HelpLink volunteers are trained to "navigate" through these details, suggest options, and to expedite help.

HelpLink does not directly provide financial assistance, goods or benefits, but it will help identify resources to meet these and other needs.

Is there a cost for HelpLink services?

No. These services are free and HelpLink is staffed by volunteers.

HelpLink affiliates

Department of Human Services, Poverty Reduction Initiative, Grand Traverse Community Collaborative, Faith Reformed Church, Northern Michigan Community Action Agency, United Way of Northwest Michigan, Munson Health Care, Traverse City Health Clinic, Love INC, Goodwill, Pine Rest Christian Services, Third Level Crisis Center, Father Fred Foundation, Grand Traverse Band of Ottawa and Chippewa Indians



To: From: Date: Subject:	Light and Power Board Ed Rice, Executive Director November 23, 2011 Human Resources Committee Appointment
Committee. I should be ap allows for ad	s, Ralph Soffredine, and John Taylor served on the Light & Power Human Resources Because Mr. Estes and Mr. Soffredine are no longer on the Board, two new members pointed to serve on this Committee with Mr. Taylor. City Charter Section 177(h) hoc subcommittees, however, there can be no standing committees. Therefore, it is to have this Committee's term expire at the end of 12 months, or at the next all meeting.
	the Board Chairperson has sought board member volunteers to serve on this Appointments will need the consensus of the Board.

MOVED BY ______, SECONDED BY ______, BE THAT BOARD MEMBERS APPOINTED TO SERVE ON THE HUMAN RESOURCES AD HOC COMMITTEE.

The following motion is appropriate to appoint new members to this Committee:

LIGHT AND POWER COMMITTEES

_ommunity Engagement Ad Hoc Committee

Created at the January 25, 2011 Regular Meeting

One (1) Year Term 1-31-2012

Mike Coco Linda Johnson John Taylor

Human Resources Ad Hoc Committee

Created at the April 12, 2011 Regular Meeting
One (1) Year Term (next Organizational Meeting)

Michael Estes Ralph Soffredine John Taylor

Executive Director Review Ad Hoc Committee

Created at the May 10, 2011 Regular Meeting

Mike Coco Linda Johnson John Taylor

TRAVERSE CITY CHARTER CHAPTER XVIII

Section 177 (h) Subcommittees:

The chairman with the approval of the Board shall have the authority to appoint ad hoc subcommittees, but there shall be no standing subcommittees of the Board. (Amended Nov. 5, 1991)

Roberts Rules of Order:

Committees cease to exist automatically whenever a new board is elected. This is true even if there is a partial change in board membership. However, this does not apply to the individual replacement of members who resign or who otherwise vacate their seats.

Ad hoc exception: For ad hoc committees, once an assigned project has been completed, the committee automatically dissolves unless the board assigns additional projects to the committee. An exception to the automatic termination of an ad hoc committee may occur when a committee is tasked with researching a matter that may extend into the term of the next board. Committees created for a specific purpose continue to exist until the duty assigned to them is accomplished.

EVISED: May 11, 2011



To:

Light & Power Board

From:

Jim Cooper

Date:

Nov. 23, 2011

Subject:

L&P Expanded Energy Optimization Plan

As requested by the board I've attached a spreadsheet showing both the 2012 Public Act 295 Plan, which was presented to the board at the September 13th meeting, and the L&P expanded plan. The Attachment B outlines program descriptions for both plans. The expanded plan is a continuation of the PA 295 plan but with a higher kilo Watt hour savings goal. This process has been followed since 2009. The new 2012 Michigan Public Service Commission filing requires a 1% kWhr savings goal each year and the expanded goal is an additional .75%. This totals 1.75% which is the most aggressive goal of any utility in Michigan.

The budget amounts approved by the board to meet these goals are: \$526,000 for the mandated goal of 1% and \$500,000 for the expanded plan.

As the past 3 years have shown, these programs will change and adapt as new technologies emerge, and some program results prove more successful than others. I'll review the programs, as needed, at the meeting.

		2012 PA295 @	95 @ 1%	2012 L&P Exp	2012 L&P Expanded @.75%
Portfolio Category	Program Portfolio	Gross First Year kWh Savings	Program Budget	.75% increase in kWhr savings	Program Budget
Residential	Low Income Services	21,947	\$ 4,469		S
	Lighting	235,018	\$ 18,845	50,000	\$ 10,000
	High Efficiency Appliances	3,402	\$ 1,788		ક
	Efficient HVAC Equipment	39,998	\$ 21,742		ઝ
	Appliance Recycling	120,707	\$ 28,091	40,000	\$ 300
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			\$		ક
	Educational Services	47,849	\$ 7,265	198,000	\$ 30,000
	Pilot Programs	79,748	\$ 12,108		&
	Subtotal - Residential Solutions	548,669	\$ 94,307	288,000	\$ 49,300
Commercial & Industrial					
	Prescriptive Program	1,807,132	\$ 233,471	1,300,000	\$ 100,000
	Custom Program	528,254	\$ 84,521	400,000	\$ 65,000
	Small Business Direct Install	178,286	\$ 23,586		
	Educational Services	47,849	\$ 7,265	198,000	\$ 30,000
	Pilot/Emerging Technology Programs	79,748	\$ 12,108	206,000	\$ 32,000
	L&P Street Light Program			85,000	\$ 100,000
	Subtotal - Business Solutions	2,641,269	\$ 360,951	2,189,000	\$ 327,000
	Total Program Portfolio	3,789,938	\$ 455,258		
Portfolio-Level Costs	Utility Administration		\$ 19,373		
	Evaluation		\$ 9,686		
	Subtotal - Portfolio Level Costs		\$ 29,059		
	Administration Contractor				\$ 100,000
Proje	Projected Annual Totals	3,189,938	\$ 484,317	2,392,000	\$ 476,300

Traverse City's

Energy Optimization Plan

2012-2015
Program Descriptions



Traverse City's Proposed Energy Optimization Programs - Table 1

Program Element	Services for Residential Customers with Limited Incomes						
Objective	 Provide recommendations, financial assistance and education to customers with limited income to assist them in reducing their electric energy use and managing their utility costs. Coordinate low-income services with local weatherization providers and other agencies in order to provide comprehensive assistance at lower administrative costs. 						
Target Market	Services will be single family an	comers whose income targeted to diverse s d multi-family building and geographic divers	egments of the popugs, homeowners and	lation including the	se living in		
Program Duration	Services for custom portfolio.	Services for customers with limited income will be an ongoing element of the program portfolio.					
Program Description	Services for customers with limited income will be closely coordinated with local weatherization agencies and other applicable State and municipal programs. In an ongoing effort, the utility intends to work with the agencies responsible for implementing the Federal LIHEAP program to leverage their funding by subsidizing the installation of all cost-effective electric measures, thereby increasing the number of homes served through the program.						
Eligible Measures	Cost effective electric measures that will be permissible for this program include replacement of inefficient lighting/equipment with ENERGY STAR labeled products including CFL's, refrigerators, dehumidifiers, room air conditioners, and furnaces with high-efficiency motors. Other eligible measures include smart power strips to reduce the energy use of computers, printers, TVs, and other electronic equipment.						
Implementation Strategy	This program will be coordinated with the local weatherization agencies to subsidize the installation of all cost-effective electric measures.						
Marketing Strategy	Marketing will be closely coordinated with the local weatherization agencies. Key elements of the marketing strategy include: Targeted outreach through local agencies Municipal website and newsletter Press release						
EM&V Requirements	Evaluation activities for the residential low-income program will focus on verification and assessment of electric energy impacts for the installed measures.						
Estimated Participation	Pa	rticipation (in Units	of Installed Measu	res)			
ганистраноп	2012	2013	2014	2015			
	427	433	439	444			

Estimated Budget					
	2012	2013	2014	2015	
	\$4,469	\$4,533	\$4,602	\$4,648	
Savings Targets	Ene				
	2012	2013	2014	2015	
	21,947	22,258	22,598	22,827	

Program Element	Residential High Efficiency Products Program					
Objective	Produce long-term coincident peak demand reduction and annual energy savings in the residential sector by promoting high-efficiency lighting, appliances, and HVAC equipment.					
Target Market	Residential customers seeking to purchase and install new central air conditioning units, furnaces, heat pumps, setback thermostats, refrigerators, freezers, dishwashers, room airconditioners, dehumidifiers, clothes washers and dryers, water heaters, and/or lighting products.					
Program Duration	Ongoing element of the program portfolio.					
Program Description	The High-Efficiency Products program will leverage the nationally-recognized ENERGY STAR brand, when applicable, to promote products that can reduce electric energy use. Energy efficient choices can save families about a third on their energy bill, without sacrificing features, style or comfort. The ENERGY STAR brand helps consumers make the most energy efficient choice.					
	The program will focus on three major markets:					
	contractor-installed heating, cooling, and water-heating equipment					
	retail sales of appliances					
	retail sales and direct marketing of lighting products					
	The High-Efficiency Products Program will promote premium efficiency furnaces that have high-efficiency motors (electrically commutated motors – ECMs). ECM motors save electric energy during the heating and cooling seasons. Since the primary type of heating system in the utility's service area is natural gas forced air, this program will closely coordinate with the local natural gas provider so that incentives can be coordinated on units that have the high-efficiency motors. Incentives for the installation of setback thermostats will also be available.					
	Although federal efficiency standards for central air-conditioning have recently increased, there are still opportunities to promote units that exceed the current standards and thus achieve additional energy savings. The program will provide incentives for high-efficiency central air-conditioners with an SEER rating > 14.					
	The program will also offer incentives for high-efficiency electric water heaters and heat pump water heaters					
	The High-Efficiency Products Program will also provide incentives to customers to encourage them to replace their older, inefficient appliances with high-efficiency units.					
	The High-Efficiency Products Program will also provide opportunities for customers to use efficient lighting by receiving the products directly and/or by providing market incentives and					

	market support through retailers to build market share and usage of ENERGY STAR lighting products. The program targets the purchase of lighting products through in-store promotion as well as special sales events. The program will also provide convenient recycling for CFL's at local retailers and customer service outlets. Finally, the program will also educate customers on the energy use of electronic entertainment and office equipment in the home and encourage customers to utilize an advanced power strip to turn off equipment when not in use.					
Eligible Measures	Eligible measures include:					
	 Central Air Conditioners (SEER > 14) 					
	Furnaces with ECM Motors					
	Air-Source, Dual-Fuel, and Ground Source Heat Pumps (SEER > 14)					
	• Electric Water Heaters (EF >=.95)					
	 Heat Pump Water Heaters (EF >= 2.0) 					
	Setback Thermostats					
	High-Efficiency Pool Pumps					
	ENERGY STAR Room Air Conditioners, Dehumidifiers, Refrigerators, Freezers					
	Clothes Dryers (with moisture sensor)					
	ENERGY STAR lighting products (CFLs, CFL Specialty Bulbs, Fixtures, LED Holiday Lights and bulbs, and Ceiling Fans.)					
	Advanced Power Strips					
Implementation Strategy	Contractor/retailer recruitment, education and outreach. The utility's implementation contractor will utilize a field representative to facilitate the recruitment of local HVAC/plumbing contractors and appliance/lighting retailers to participate in the program.					
	 Planning coordination with local natural gas provider. The utility's implementation contractor will work closely with the natural gas utility to coordinate incentive levels, eligibility requirements, marketing materials, and contractor outreach. Lighting Product distribution. The utility will distribute lighting products through special mailings and/or community groups and events. 					
	 Application processing: The utility or utility's implementation contractor will coordinate processing of all rebate applications. 					
Marketing Strategy	The HVAC and water heater components of the program will be primarily marketed through local contractors, the most direct influencers of customer purchase decisions. Contractors will receive educational materials to share with their customers as well as access to cooperative advertising dollars.					

	retailers. All marketing materials will carry a strong consumer education message emphasizing the cost of operating older, inefficient appliances and the benefits of early replacement with ENERGY STAR qualified models (lifetime dollar savings, energy savings, lower noise, etc.). Marketing materials will leverage the ENERGY STAR brand, which enjoys a high level of consumer recognition and favorable associations. Key elements of the marketing strategy include: Direct consumer marketing through website and newsletter Press release Point-of-purchase displays Cooperative advertising with contractors/retailers Savings values were based on documented values from the Michigan Energy Measures						
EM&V Requirements	Savings values were based on documented values from the Michigan Energy Measures Database. Evaluation activity will focus on verification of installation and estimates of deemed savings.						
Estimated Bartisland	Partici	oation (in Units o	of Installed Meas	sures)			
Participation	2012	2013	2014	2015			
	6,163	6,251	6,346	6,411			
Estimated Budget		Annual B	udgets				
	2012	2013	2014	2015			
\$42,375 \$47,597 \$61,421 \$62,044							
Savings Targets Energy Savings (Gross Annual kWh)							
	2012	2013	2014	2015			
	278,418	282,367	286,681	289,586			

Program Element	Appliance Turn-In and Recycling Program					
Objective	Produce long-term coincident peak demand reduction and annual energy savings in the residential sector by removing operable, inefficient refrigerators, freezers, dehumidifiers, and room air conditioners from the power grid and recycling them in an environmentally safe manner.					
Target Market	Residential customers who are currently operating older, inefficient refrigerators, freezers, dehumidifiers, and/or room air conditioners either as primary or secondary units.					
Program Duration	Ongoing element of the program portfolio.					
Program Description	The average household replaces a refrigerator every ten years. However, many of the refrigerators being replaced are still functioning, so they often become backup appliances – energy guzzlers in basements and garages – or sold in a used-market. The Turn-In Program targets those "second" refrigerators and freezers, as well as encouraging the early retirement of older inefficient appliances that are still operable. The program provides the dual benefit of cutting energy consumption and keeping the appliances out of the used-market.					
Eligible Measures	Eligible measures include refrigerators, freezers, dehumidifiers, and room air conditioners. Units must be operable at the time of disposal.					
Implementation Strategy	 Turn-key appliance pick-up/recycling: The utility will select a qualified recycling service subcontractor to provide comprehensive, turn-key implementation services from eligibility verification and scheduling of pick-ups to proper disposal and recycling of turned-in appliances. Drop-off events for dehumidifiers and room air conditioners to be coordinated and managed by local recycling specialists. Incentive coordination and processing: The utility will coordinate prompt processing of incentive payments. 					
Marketing Strategy	All marketing materials will carry a strong consumer education message emphasizing the cost of operating older, inefficient appliances, the benefits of early replacement with ENERGY STAR qualified models, and the importance of proper disposal and recycling of older units. Key elements of the marketing strategy include:					
	 Direct consumer marketing through website and newsletter Press release Website links to EPA's new "ENERGY STAR Recycle My Old Fridge Campaign" at www.recyclemyoldfridge.com. Includes calculators to estimate savings. Point-of-purchase displays Cooperative advertising with retailers Posters in area businesses 					

EM&V Requirements	Deemed savings values were based on documented values from the Michigan Energy Measures Database (MEMD). Evaluation activity will focus on verification of recycled units and estimates of deemed savings.					
Estimated Participation	Participa	ation (in Units o	of Installed Me	asures)		
	2012	2013	2014	2015		
	114	116	118	119		
Estimated Budget						
	2012	2013	2014	2015		
	\$28,091	\$28,489	\$28,924	\$29,217		
Savings Targets	Enei	rgy Savings (G	ross Annual k\	Wh)		
	2012	2013	2014	2015		
	120,707	122,419	124,290	125,549		

Program Element	Residential Education Services						
Objective	 To develop broad consumer awareness of the benefits of energy efficiency. To provide educational materials and services that motivate customers to participate in the utility's energy optimization programs and to motivate behavior change that can further reduce energy consumption. 						
Target Market	All residential cus	stomers					
Program Duration	Ongoing element	of the program p	oortfolio.				
Program Description	The municipal utility will implement educational outreach initiatives to build and expand consumer awareness of energy efficiency and energy conservation opportunities. Trave City will allocate 1.5% of the total energy optimization budget for residential educational activities, with a 1.5% contribution to the residential energy savings goal.						
Eligible Measures	Not applicable for this program.						
Implementation Strategy	 The following types of initiatives will be considered for implementation: Develop, produce, and distribute energy efficiency tips and information about the energy efficiency portfolio through bill inserts, newsletters, and other media. Enhance the website to facilitate easy access to educational materials/programs. Provide energy education/awareness booths at scheduled community fairs. Promote and deliver special energy workshops for targeted groups of participants, including distribution of free energy-saving products. 						
Marketing Strategy	See implementati	ion strategy for a	list of marketing	activities.			
EM&V Requirements	Educational activ	ities will be docu	mented and nun	nber of custom	ers reached recorded.		
Estimated Participation	To be determined	I.					
Estimated Budget		Annual B	udgets				
	2012	2013	2014	2015			
	\$7,265	\$7,526	\$8,044	\$8,126			
Savings Targets	Ener	gy Savings (Gr	oss Annual kW	h)			
	2012	2013	2014	2015			
	47,849	48,528	49,269	49,768			

Program Element	Residential P	ilot/Emerair	na Technoloay	Programs		
Objective	Residential Pilot/Emerging Technology Programs To identify and learn more about new energy efficient technologies and program strategies with potential to capture additional electric energy savings.					
Target Market	Dependent on sp	pecific technolog	gy/program.			
Program Duration	The utility continues to initiate research and analysis of other innovative technologies and strategies to reduce residential energy consumption. These efforts will be ongoing and pilot programs rolled out as appropriate.					
Program Description	Several potential	l initiatives will b	e researched and p	ootentially pilote	d including:	
	program • .	in cooperation	with the local natur	al gas utility.	nd integrated home retrofit nce in cold-climate (may	
	include r	new developmei	nts in heat-pump te	chnology)		
			nduction lighting ted that motivate ener			
	informati	on and normaliz	zed comparative en	ergy use-data.	_	
	Traverse City will allocate 2.5% of the total energy optimization budget for residential pilot activities, with a 2.5% contribution to the total energy savings goal.					
Eligible Measures	To be determined	To be determined based on programs selected.				
Implementation Strategy	To be determined	To be determined based on programs selected.				
Marketing Strategy	To be determined	To be determined based on programs selected.				
EM&V Requirements	Evaluation requirements will be determined as pilot initiatives are developed.					
Estimated Participation	To be determined based on programs selected.					
Estimated Budget	Annual Budgets					
	2012	2013	2014	2015		
	\$12,108	\$12,544	\$13,407	\$13,543		
Savings Targets	En	ergy Savings (Gross Annual kW	h)		
	2012	2013	2014	2015		
	79,748	80,880	82,115	82,947		

Program Element	Comprehensive Business Solutions
Objective	There are three primary objectives for the Comprehensive Business Solutions Program:
	 Increase the market share of a targeted group of commercial high-efficiency electric technologies sold through market channels. Increase the installation rate of a targeted group of high-efficiency electric technologies in commercial facilities by businesses that would not have done so in the absence of the program. Affect the installation of site-specific and unique energy efficiency technologies and process improvements (that do not fit the parameters of the targeted incentive offerings) by business customers that would not have done so in the absence of the program.
Target Market	All business customers are eligible to participate in the Comprehensive Business Solutions Program when they purchase qualifying equipment. However, the program will utilize a targeted outreach strategy to influence specific markets. 1) Market Providers (wholesalers, distributors, engineering and architectural firms, developers, and builders) that will promote the qualifying technologies 2) High-impact/high-need customer sectors (such as schools, municipal buildings,
	hospitals, food service, and hospitality)
Program Duration	Ongoing element of the program portfolio.
Program Description	The utility is interested in providing a seamless set of energy efficiency services to its business customers. Therefore, the Comprehensive Business Solutions Program will provide both a prescriptive and a custom approach, depending on the business' needs. The program will affect the purchase and installation of high-efficiency technologies through a combination of market push and pull strategies that stimulate market demand while simultaneously increasing market provider investment in stocking and promoting them. The program will increase demand by educating business customers about the energy and money saving benefits associated with efficient products and equipping market providers to appropriate these basefits directly to their systematrs. To address the first cost barrier for
	communicate those benefits directly to their customers. To address the first-cost barrier for customers, the program will utilize financial incentives (i.e. cash-back mail-in rebates) averaging 20% to 40% of the incremental cost of purchasing qualifying technologies.
	The program will stimulate market provider investment in stocking and promoting efficient products through a targeted outreach effort. The implementation contractor will employ field sales representatives to proactively train and equip market providers to convey the energy and money saving benefits to consumers. Further, the existence of cash-back incentives will elevate efficiency to a competitive issue that will naturally motivate market providers to stock and promote targeted products.
	The custom component of the program helps customers and market providers identify more complex energy savings projects, analyze the economics of each project, and complete a customized incentive grant application. Over the long term, the custom solutions approach will allow the utility to develop and enhance the assistance they can provide to businesses with unique opportunities – including industrial process improvements, emerging

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	technologies, and new facility design and/or modernization.
	The Business Services program will also include a new construction/renovation component that will assist customers in specifying and installing high efficiency measures and establishing effective commissioning on the long term performance of the building.
	Finally, the program will also offer a "direct-install" component to a targeted group of small businesses, offering free or subsidized installation of lighting upgrades and setback thermostats.
Eligible Measures	Eligible measures are listed in Table 2.
Implementation Strategy	Outreach to market providers. The implementation contractor will inform and recruit participating market providers. Outreach will include orientation meetings and conducting in-person visits aimed at training and equipping market providers to communicate program information to customers. The Contractor will ensure that providers have an updated stock of program materials. Key market providers that will be targeted include:
	 Lighting distributors, wholesalers,
	HVAC distributors and retail contractors
	Motors/compressed air vendors
	 Food service equipment distributors and retailers
	Engineering and Architectural firms
	 Developers and Builders in the commercial market
	Outreach to targeted customers. The implementation contractor will personally contact energy managers and decision makers within the targeted customer sectors. The Contractor will assist business customers in determining whether the prescriptive incentives or the custom approach would be most appropriate for their operations. The utility's business account representatives will assist with outreach within the course of their regular contacts with business customers.
Marketing Strategy	The Comprehensive Business Solutions Program will employ the following marketing strategies:
	 Engage market providers. Outreach and training will be provided to a targeted group of providers that have business motivations for promoting incentives to their customers. Outreach to targeted customers. The utility's implementation contractor will work closely with the utility to identify and conduct face-to-face meetings with key end-use customers to recruit their participation. The contractor will target decision makers within the customer's organization including: energy managers, facility managers, financial and operations managers, chief engineer and facility/property managers, maintenance supervisors, and building operators. Outreach to key influencers. The implementation contractor's energy advisor(s) will work to generate awareness of the program through presentations and seminars with appropriate trade associations (ASHRAE, BOMA, school administrators, etc.). Provide complete website presence. The program will be comprehensively outlined on the utility website. Customers and market providers will be able to review qualifying measures and download incentive applications.
EM&V Requirements	The utility's implementation contractor will be responsible for implementing the following types of measurement and verification activities to facilitate the utility's third-party evaluation work:

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	 Collect and 	Collect and track all customer, measure installation, and incentive data.					
	standards u cannot be v case basis;	Verify that each product on which incentives are paid meets the prescribed efficiency standards using third party databases (e.g. ENERGY STAR, GAMA, ARI). Products that cannot be verified using a credible third party database will be considered on a case-by-case basis; product performance information will be requested from the contractor or manufacturer and efficiency will be verified by a qualified engineer.					
	 Provide engineering support to identify and analyze the cost-effectiveness of energy saving opportunities. The energy advisor will work with the customer and/or market provider to complete custom engineering calculations that assess the energy savings potential, payback horizon, project eligibility, and incentive amount. If the project is deemed eligible, the advisor will assist the customer or market provide in completing a custom incentive grant application. 						
	 Conduct on-site inspections of 2% to 5% of equipment for which customers receive incentives to verify that products were installed and that the model and serial numbers match those provided on the incentive claim. Any inconsistencies will be researched and the resolution recorded. Market providers associated with inconsistencies will receive follow up inspections on projects that they are associated with. 				del and serial numbers es will be researched nconsistencies will		
Estimated Participation	Estimated Participation (in Units of Installed Measures)						
	2012	2013	2014	2015			
	10,763	10,915	11,082	11,194			
Estimated Budget		Annu	al Budgets				
	2012 2013 2014 2015						
	\$341,578	\$350,881	\$366,250	\$369,961			
Savings Targets	Energy Savings (Gross Annual kWh)						
	2012	2013	2014	2015			
	2,513,671	2,549,325	2,588,277	2,614,499			

Program Element	Commercial	& Industrial E	ducational S	ervices	
Objective	 To develop broad business awareness of the benefits of energy conservation and efficiency. To provide educational materials and services that motivate business customers to participate in the utility's energy optimization programs and to motivate energy management practices that can further reduce energy consumption. 				siness customers to otivate energy
Target Market	All commercial a	and industrial cust	omers.		
Program Duration	Ongoing elemen	nt of the program p	oortfolio.		
Program Description	implement educ awareness of the of the total ener	In addition to the Comprehensive Business Solutions programs, the utility plans to implement educational outreach initiatives to build and expand the business customer's awareness of the benefits of efficient energy management. Traverse City will allocate 1.5% of the total energy optimization budget for business customer educational activities, with a 1.5% contribution to the total energy savings goal.			
Eligible Measures	Not applicable for this program.				
Implementation Strategy	 The following types of initiatives will be considered for implementation: Develop, produce, and utilize all media to distribute energy efficiency tips, fact sheets and case studies that promote the benefits of energy efficiency. Enhance the utility website to facilitate easy access to educational materials and program offerings. 				
Marketing Strategy	See implementation strategy for a list of marketing activities.				
EM&V Requirements	Education activities will be documented and number of customers reached recorded.				
Estimated Participation	To be determined.				
Estimated Budget	Annual Budgets				
	2012	2013	2014	2015	
	\$7,265	\$7,526	\$8,044	\$8,126	
Savings Targets	Eı	nergy Savings (G	Gross Annual k\	Wh)	
	2012	2013	2014	2015	
	47,849	48,528	49,269	49,768	

Program Element	Commercial & Industrial Pilot/Emerging Technology Programs
Objective	To identify and learn more about new energy efficient technologies and program strategies with potential to capture additional electric energy savings in the business sector.
Target Market	Dependent on specific technology/program.
Program Duration	The utility will initiate research and analysis of innovative technologies and strategies that hold potential for further electric energy reduction in the business sector. These efforts will be ongoing
Program Description	Commercial and Industrial pilot programs could pursue the following types of new initiatives:
	Design strategies from some of the most highly efficient new buildings that are achieving significant savings from technologies that are under-adopted or "emerging" in today's market. New and according to shape aging for deadighting applications including.
	 New and emerging technologies for daylighting applications including communications and controls.
	 Promotion of LED and induction lighting technology in commercial applications. Retrocommissioning and the role advanced controls and diagnostic systems can play in reducing energy use.
	 Emerging electric technologies specific to the utility's commercial/industry base. Technological advances in Data Center systems including DC power distribution, more efficient servers, etc.
	 Benchmarking energy consumption in schools to better inform projects. Electric storage systems for commercial, industrial, or utility applications. Recent advances in equipment, controls, and design techniques for large and small commercial HVAC systems, including new chiller designs and variable air volume box controls.
	New water and energy saving technologies for the municipality's water handling system.
	Load management technologies that will reduce electric loads in businesses.
	Traverse City will allocate 2.5% of the total energy optimization budget for business pilot activities, with a 2.5% contribution to the total energy savings goal.
Eligible Measures	To be determined based on programs selected.
Implementation Strategy	To be determined based on programs selected.
Marketing Strategy	To be determined based on programs selected.
EM&V Requirements	Evaluation requirements will be determined as pilot initiatives are developed.
Estimated Participation	To be determined based on programs selected.

Estimated Budget		Annual E	Budgets	
	2012	2013	2014	
	\$12,108	\$12,544	\$13,407	\$13,543
Savings Targets	En	ergy Savings (G	ross Annual kW	h)
	2012	2013	2014	
	79,748	80,880	82,115	82,947

TABLE 2 – ELIGIBLE MEASURES

Residential Measures	Proposed Incentive	Unit
CFL bulbs (or other new high efficiency lighting technology)	\$1.50-\$3.00	Lamp
CFL bulbs specialty	\$2.50	Lamp
CFL bulbs high wattage	\$5.00	Lamp
CFL fixtures	\$15.00	Fixture
LED task light	\$5.00	Fixture
LED holiday lights	\$3.50	25 string
ENERGY STAR ceiling fan with light	\$15.00	Unit
Advanced power strip plug outlet	\$10.00	Unit
High efficiency electric clothes dryer (w moisture sensor)	\$25.00	Unit
ENERGY STAR clothes washers	\$50.00	Unit
ENERGY STAR dehumidifier	\$25.00	Unit
ENERGY STAR room AC	\$30.00	Unit
ENERGY STAR refrigerator/freezer	\$25.00	Unit
Refrigerator and/or freezer turn-in and recycling	\$60.00	Unit
Room AC turn-in and recycling	\$15.00	Unit
Dehumidifier turn-in and recycling	\$15.00	Unit
High efficiency electric water heater (EF>=.95)	\$25.00	Unit
High efficiency heat pump water heater (EF>=2.0)	\$150.00	Unit
Low flow showerheads/aerators (electric water heaters)	Free	Unit
Furnace with ECM blower	\$150.00	Unit
Central air-conditioning tune-up	\$50.00	Unit
CAC - SEER 15	\$150.00	Unit
CAC - SEER 16	\$250.00	Unit
CAC - SEER 17/18	\$250.00	Unit

Residential Measures	Proposed Incentive	Unit
High Efficiency Heat Pumps (air source, dual-fuel, ground source)	\$150-\$250	Unit
Setback thermostat	\$15.00	Unit
Weatherization measures (central air conditioning savings)	\$50-\$150	Per measure
Multifamily in-unit measures	Free	Unit
ENERGY STAR new home construction	\$250.00	Home
High-efficiency pool pump	\$30-\$50	Unit
Solar attic fan	\$125.00	Unit

C&I Measures - Lighting	Proposed Incentive	Unit
Central Lighting Control	\$600	10,000 sq. ft.
CFLs (or other new high efficiency lighting technology)	\$1.50	Lamp
CFL High Wattage	\$8.00	Lamp
CFL Specialty Lamp	\$4.00	Lamp
CFL Fixture	\$20.00	Lamp
CFL Reflector Flood	\$8.00	Lamp
Cold Cathode	\$3.00	Lamp
LED Recessed Downlight – Energy Star Qualified	\$20.00	Fixture
Daylight Sensor controls	\$900.00	10,000 sq ft
De-lamping De-lamping	\$3.00-\$10.00	Lamp
Exterior Lighting Bi-level Cont with override 150 to 1000 HID	\$50.00	Fixture
Exterior HID replacement to 175W HID retrofit	\$45.00	Fixture
Exterior HID replacement above 175W to 250W HID retrofit	\$65.00	Fixture
Exterior HID replacement above 250W to 400W HID retrofit	\$120.00	Fixture
Garage HID replacement to 175W HID retrofit	\$100.00	Fixture
Garage HID replacement above 175W to 250W HID retrofit	\$150.00	Fixture
Garage HID replacement above 250W to 400W HID retrofit	\$180.00	Fixture
High Bay 3L T5HO Replacing 250W HID	\$35.00	Fixture
High Bay 4LT5HO Replacing 400W HID	\$70.00	Fixture
High Bay 6L T5HO Double fixture replace 1000W HID	\$120.00	Fixture
High Bay 6L T5HO replacing 400W HID	\$30.00	Fixture
High Bay Fluorescent 4ft Replacing 400W HID	\$50.00	Fixture
High Bay Fluorescent 6ft Replacing 400W HID	\$75.00	Fixture
High Bay Fluorescent 8ft Replacing 400W HID	\$50.00	Fixture
High Bay Fluorescent 8ft Replacing 1000W HID	\$160.00	Fixture

	Proposed	Attachinent L	
C&I Measures - Lighting	Incentive	Unit	
42W 8 Lamp Hi Bay CFL	\$35.00	Fixture	
HPT8 4ft 1 lamp, replace T8	\$2.00	Fixture	
HPT8 4ft 2 lamp, replace T8	\$3.00	Fixture	
HPT8 4ft 3 lamp, replace T8	\$4.00	Fixture	
HPT8 4ft 4 lamp, replace T8	\$5.00	Fixture	
LED Exit Signs Electronic Fixtures -Retrofit Only	\$12.50	Fixture	
Low Watt T8 lamps	\$.75	Lamp	
LW HPT8 4ft 1 lamp, replace T8	\$5.00	Fixture	
LW HPT8 4ft 2 lamp, replace T8	\$10.00	Fixture	
LW HPT8 4ft 3 lamp, replace T8	\$15.00	Fixture	
LW HPT8 4ft 4 lamp, replace T8	\$20.00	Fixture	
Occupancy Sensors over 500 W	\$30.00	per sensor	
Occupancy Sensors under 500 W	\$50.00	per sensor	
Pulse Start Metal Halide retrofit only	\$30.00	Fixture	
T8 2ft 1 lamp	\$3.00	Fixture	
T8 2ft 2 lamp	\$4.00	Fixture	
T8 2ft 3 lamp	\$6.00	Fixture	
T8 2ft 4 lamp	\$8.00	Fixture	
T8 3ft 1 lamp	\$3.00	Fixture	
T8 3ft 2 lamp	\$4.00	Fixture	
T8 3ft 3 lamp	\$5.00	Fixture	
T8 3ft 4 lamp	\$7.00	Fixture	
T8 4ft 1 lamp	\$4.00	Fixture	
T8 4ft 2 lamp	\$7.00	Fixture	

C&I Measures - Lighting	Proposed Incentive	Unit
T8 4ft 3 lamp	\$10.00	Fixture
T8 4ft 4 lamp	\$13.00	Fixture
T8 8ft 1 lamp	\$4.00	Fixture
T8 8ft 2 lamp	\$7.00	Fixture
Switching Controls for Multilevel Lighting	\$600.00	10,000 sq. ft.

C&I Prescriptive Measures - HVAC	Proposed Initial Incentive	Unit
AC < 65,000 (1ph 14 SEER Min; 3ph 11.6 EER Min)	\$6.00	Ton
AC 65,000 – 134,000, 11 EER	\$15.00	Ton
AC 135,000-239,000, 11 EER	\$15.00	Ton
AC 240,000-759,000, 10 EER	\$10.00	Ton
Air Cooled Chiller	\$30.00	Ton
ASHP < 65,000 (1ph 14 SEER Min; 3ph 11.6 EER Min)	\$20.00	Ton
ASHP 65,000 – 134,000, 11 EER	\$20.00	Ton
ASHP 135,000-239,000, 11 EER	\$25.00	Ton
ASHP 240,000-759,000, 10 EER	\$30.00	Ton
Anti Sweat Heater Control	\$80.00	door
Economizer	\$8.00	Ton
GSHP < 135,000, 17 EER	\$50.00	Ton
GSHP < 135,000, 19 EER	\$50.00	Ton
Water Cooled Chiller < 150 Ton	\$25.00	Ton
Water Cooled Chiller 150-300 Ton	\$40.00	Ton
Water Cooled Chiller > 300 Ton	\$40.00	Ton
Efficient Condenser	\$100.00	Ton
Energy Management System	\$5.00	1,000 sq ft
High Performance Glazing	\$30.00	100 sq ft glazing
PTAC – 10% Improvement	\$5.00	Ton
PTAC-HP – 10% Improvement	\$10.00	Ton
Window Film	\$.30	100 sq ft glazing
ENERGY STAR Room AC > 14,000 BTU/hr	\$25.00	Unit
Setback Thermostat	\$20.00	Unit

C&I Prescriptive Measures – Other	Proposed Initial Incentive	Unit
Variable Frequency Drives	\$60.00	HP
Vending Equipment Controller	\$50.00	Unit
ENERGY STAR Commercial Solid Door Freezers less than 20ft3	\$75.00	Unit
ENERGY STAR Commercial Solid Door Freezers 20 to 48 ft3	\$100.00	Unit
ENERGY STAR Commercial Solid Door Freezers more than 48ft3	\$150.00	Unit
ENERGY STAR Commercial Solid Door Refrigerators less than 20ft3	\$75.00	Unit
ENERGY STAR Commercial Solid Door Refrigerators 20 to 48 ft3	\$100.00	Unit
ENERGY STAR Commercial Solid Door Refrigerators more than 48ft3	\$150.00	Unit
ENERGY STAR Hot Holding Cabinets Full Size	\$600.00	Unit
ENERGY STAR Hot Holding Cabinets Half Size	\$300.00	Unit
ENERGY STAR Hot Holding Cabinets Three Quarter Size	\$400.00	Unit
ENERGY STAR Ice Machines less than 500 lbs per 24 hrs	\$300.00	Unit
ENERGY STAR Ice Machines 500 to 1000 lbs	\$450.00	Unit
ENERGY STAR Ice Machines more than 1000 lbs	\$1,000.00	Unit
ENERGY STAR Steam Cookers 3 Pan	\$450.00	Unit
ENERGY STAR Steam Cookers 4 Pan	\$600.00	Unit
ENERGY STAR Steam Cookers 5 Pan	\$750.00	Unit
ENERGY STAR Steam Cookers 6 Pan	\$900.00	Unit
Pre Rinse Sprayers	\$25.00	Unit
Guestroom Energy Management Control	\$65.00	Room
Engineered Nozzles – Compressed Air	\$100.00	Unit
Barrel Wraps Injection Mold and Extruders	\$1.00	Unit
ECM Cooler and Freezer Motors	\$60.00	Unit
ECM Case Motors	\$30.00	Unit

ENERGY STAR Clothes Washer	\$50.00	Unit
C&I Prescriptive Measures – Other	Proposed Initial Incentive	Unit
Smart Strip plug outlet	\$10.00	Unit
Heat Pump Water Heater 10-50 MBH	\$1,500.00	Unit
Heat Pump Water Heater 50-100 MBH	\$3,000.00	Unit
Heat Pump Water Heater 100-300 MBH	\$5,000.00	Unit