

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, May 28, 2013

**Board Members -**

Present: Barbara Budros, Jim Carruthers, Jeff Palisin, Bob Spence, Patrick McGuire

Absent: John Taylor

**Ex Officio Member -**

Present: R. Ben Bifoss

**Others:** Tim Arends, W. Peter Doren, Stephanie Tvardek, Scott Menhart, Tom Olney, Jessica Wheaton

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

There being no objection from the Board, Chairman McGuire amended the order of the agenda to consider item 6(b)1 immediately following the Consent Calendar.

**Item 2 on the Agenda being Consent Calendar**

Chairman McGuire noted a correction to the May 14, 2013 Regular Meeting minutes, item 6(b)2 should read "...June 7, 2013."

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

- a. Minutes of the Regular Meeting of April 9 and May 14, 2013.
- b. Receive and file the minutes of the Charitable Giving/Sponsorship Ad Hoc Committee Meeting of May 2 and of the Executive Director Recruitment Ad Hoc Committee Meeting of May 14, 2013.
- c. Adoption of the 2013-2014 operating budgets and six year capital improvements plan.
- d. Property exchange with City of Traverse City.

CARRIED unanimously. (Taylor absent)

**Items Removed from the Consent Calendar**

None.

**Item 6 on the Agenda Reports and Communications**

- b. From Staff.

1. Mary Templeton, Better Buildings Program, and Mark Clevey, Michigan Energy Office, provided an update on the TC Saves Program.

The following individuals addressed the Board:

Jessica Wheaton, Marketing & Community Relations Coordinator  
Brian Beauchamp, MLUI  
Sarna Salzman, SEEDS

### **Item 3 on the Agenda being Unfinished Business**

- 3(a). Consideration of Executive Director's Contract.

The following individuals addressed the Board:

W. Peter Doren, General Counsel

Jim Carruthers requested section 14 be amended to include "...physical or mental disability, family status, sexual orientation, gender identity..." reflecting the City of Traverse City's contract language. W. Peter Doren will make the recommended amendment.

Moved by Spence, seconded by Budros, to authorize the Chairperson to execute the Executive Director Contract 2013 with Timothy J. Arends subject to approval as to form by General Counsel.

The following individuals from the Public addressed the Board:

Rick Buckhalter, 932 Kelley Street, Ratepayer

CARRIED unanimously. (Taylor absent)

### **Item 4 on the Agenda being New Business**

- 4(a). Consideration of additional funding for the Chamber/TCL&P Energy Efficiency Revolving Loan Fund.

The following individuals addressed the Board:

Tim Arends, Executive Director  
Laura Galbraith, Traverse City Chamber of Commerce  
W. Peter Doren, General Counsel

- 4(b). Consideration of seeking bids for service center security enhancements.

Moved by Budros, seconded by Palisin, that the Board authorizes staff to seek bids for Hastings Street building security enhancements as presented; and further directs staff to prepare contracts with the successful bidder(s) for the Board's consideration.

The following individuals addressed the Board:

Tim Arends, Executive Director

CARRIED unanimously. (Taylor absent)

**4(c).** Consideration of setting a Minimum Cash Reserve for 2013-2014.

Moved by Spence, seconded by Budros, that the Light & Power Board sets the utility's minimum cash reserve balance in the amount of \$9,525,000 for fiscal year 2013-2014.

The following individuals addressed the Board:

Tim Arends, Executive Director

CARRIED unanimously. (Taylor absent)

**4(d).** Consideration of a Sponsorship Policy.

The following individuals addressed the Board:

Tim Arends, Executive Director

W. Peter Doren, General Counsel

With the consensus of the Board, W. Peter Doren recommended the Policy indicate sponsorship requests will be approved by the Executive Director, within the Executive Director's spending authority.

With the consensus of the Board, Bob Spence recommended the 60 day prior request requirement be removed from the Policy.

Moved by Budros, seconded by Palisin, that the Light & Power Board approves the Sponsorship Policy as amended.

CARRIED unanimously. (Taylor absent)

**Item 5 on the Agenda being Appointments**

None.

**Item 6 on the Agenda being Reports and Communications**

a. From Legal Counsel.

None.

b. From Staff.

1. *Removed and considered following the Consent Calendar.*
2. Tim Arends presented an amended Decorative Lighting Policy for the Board's review.

The following individuals addressed the Board:

R. Ben Bifoss, City Manager

c. From Board.

1. Jim Carruthers spoke re: the Community Solar Informational meeting held at TCL&P on May 23, 2013.
2. Pat McGuire announced the resignation of Board Member John Snodgrass and recognized him for his service.

**Item 7 on the Agenda being Public Comment**

Rick Buckhalter, 932 Kelley Street, Ratepayer

There being no objection, Chairman McGuire declared the meeting adjourned at 7:01 p.m.



---

Tim Arends, Secretary  
LIGHT AND POWER BOARD

/st