

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of the Regular Board Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, April 11, 2023

Board Members Present: Paul Heiberger – Chairperson, Elysha Davila – Vice-Chairperson, Ross Hammersley – Board Member, John Taylor – Board Member, Maura Brennan – Board Member, Amy Shamroe – Board Member & City Commissioner

Board Members Absent: Tim Werner – Board Member & City Commissioner

Ex Officio Member Present: Penny Hill, Interim City Manager

Staff Present: Brandie Ekren – Executive Director, Jenn St. Amour – Executive Assistant, Karla Myers-Beman – Chief Financial Officer, Mark Watson – Fiber Superintendent, Kelli Schroeder – Customer & Employee Relations Manager, Adam Lansdell – Business/Planning Analyst, Tony Chartrand – Engineering Manager, Jacob Hardy – Sustainability & Key Accounts Manager

1. **Roll Call**

2. **Disclosure of Recusal**

None.

3. **Consent Calendar**

a. Approval of Agenda

b. Consideration of approving minutes of the Regular Meeting of March 14, 2023, minutes of the Community Investment Fund Ad Hoc meeting of March 10, 2023, and the minutes of the Sustainability Ad Hoc meeting of March 10, 2023. (Approval recommended)

that the minutes of the Regular meeting of March 14, 2023, the Community Investment Ad Hoc minutes of March 10, 2023, and the Sustainability Ad Hoc meeting minutes of March 10, 2023, be approved.

c. Consideration of approving an Anonymous Reporting Policy. (Approval recommended) (Schroeder)

that the Light & Power Board approves the Anonymous Reporting Policy effective immediately.

d. Grand Traverse to Cass transmission line - MDOT Railroad Lease (Approval recommended) (Chartrand)

that the Light & Power Board authorizes the Secretary to execute a lease agreement amendment with Michigan Department of Transportation in the amount of \$33,222.00, subject to review as to substance by the Executive Director and as to form by General Counsel.

- e. Grand Traverse Substation Upgrade Project Construction Bid Award (Approval recommended) (Chartrand)

that the Light & Power Board authorizes the Secretary to execute a contract with Rauhorn Electric, Inc. for the Grand Traverse Substation Upgrade Project in the amount of \$239,328, more or less, and authorizes the Executive Director to approve change orders in the best interest of the utility. Contract is subject to review as to substance by the Executive Director and as to form by General Counsel.

- f. Consideration of authorizing a temporary cap suspension for Net Metering. (Approval recommended) (Chartrand)

that the Light & Power Board authorizes a temporary cap suspension for Net Metering until the existing policy is changed or replaced with a new policy.

- g. Consideration of a six-month suspension on the Minimum Cash Reserve Policy. (Approval recommended) (Myers-Beman)

that the Light & Power Board approves a six-month suspension of the Minimum Cash Reserve Policy.

Amy Shamroe moved that as recommended, the Consent Calendar portion of the agenda be approved. Elysha Davila seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Amy Shamroe, Paul Heiberger, and John Taylor

Absent: Tim Werner

Carried 6 to 0.

4. **Unfinished Business**

None.

5. **New Business**

- a. Consideration of approving the Community Investment Fund awards as recommended by the CIF Ad Hoc Committee.

The following individuals addressed the Board:

Elysha Davila, Ad Hoc Chairperson

Kelli Schroeder, Customer & Employee Relations Manager

Amy Shamroe moved that the Light & Power Board approve funding from the approved Community Investment Fund Budget line item towards the following organizations.

- Child & Family Services of NW Michigan in the amount of \$8,000.
- Botanical Garden Society of NW Michigan in the amount of \$18,635.
- Groundwork Center for Resilient Communities in the amount of \$30,000.

Ross Hammersley seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Amy Shamroe, Paul Heiberger, and John Taylor

Absent: Tim Werner

Carried 6 to 0.

b. Customer Service Center Remodel Presentation

The following individuals addressed the Board:

Jacob Hardy, Sustainability & Key Accounts

c. Consideration of approving a construction contract with Hallmark Construction for a customer service remodel at Hastings Street service center.

The following individuals addressed the Board:

Jacob Hardy, Sustainability & Key Accounts

Maura Brennan moved that the Light & Power Board authorizes the Chairman and Secretary to execute a construction contract with Hallmark Construction for the Customer Service Center remodel in the amount of \$176,200.00, subject to review as to substance by the Executive Director and as to form by General Counsel. Ross Hammersley seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Amy Shamroe, Paul Heiberger, and John Taylor

Absent: Tim Werner

Carried 6 to 0.

d. Consideration of approving the Smartgrid Finance request to forward to City Commission.

The following individuals addressed the Board:

Karla Myers-Beman, Chief Financial Officer

Amy Shamroe moved that the Light & Power Board approves forwarding the request to the City Commission to approve the issuance of the USDA General Obligation Bond and the Notice of Intent for General Obligations Bonds for the additional project costs related to inflationary and contingency costs. In addition, approve execution of an Intergovernmental

Agreement outlining TCL&P's pledge of its funds to cover any financial costs or liabilities to the City in connection with the issuance in bonds.

John Taylor seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Amy Shamroe, Paul Heiberger, and John Taylor

Absent: Tim Werner

Carried 6 to 0.

- e. Consideration of forwarding the Electric Fund 2023-24 Operating Budget to the City Commission for consideration as required by Charter.

The following individuals addressed the Board:

Karla Myers-Beman, Chief Financial Officer

Ross Hammersley moved that the Light & Power Board approves forwarding the 2023-24 Electric Fund Operating Budget as presented (or as amended) to the City Commission for its consideration of approval.

that the Light & Power Board directs staff to contribute into the retirement system based on the accelerated amortization calculated on the market value of assets option provided by MERS for the fiscal year ending June 30, 2024, and pay the retiree health insurance premiums for the fiscal year ending June 30, 2024, in addition to the actuarially determined contribution calculated by the OPEB actuary based on the plans assumptions. Further, direct staff to reimburse the utility operating fund for the retiree health insurance premiums out of the retiree health trust fund for the fiscal year ending June 30, 2024.

that the Light & Power Board approves the minimum cash reserve amount as presented in the cash flow. Amy Shamroe seconded the motion.

Yes: Maura Brennan, Elysha Davila, Ross Hammersley, Amy Shamroe, Paul Heiberger, and John Taylor

Absent: Tim Werner

Carried 6 to 0.

6. Reports and Communications

a. **From Legal.**

None.

b. **From Staff.**

None.

c. **From Board.**

7. **Public Comment**

a. General Public Comment

No one from the Public addressed the Board.

8. **Adjournment**

There being no objection, Chairperson Heiberger adjourned the meeting at 6:05 p.m.

Brandie Ekren

Brandie Ekren, Secretary
LIGHT AND POWER BOARD