

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of the Regular Board Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, April 8, 2025

**Board Members Present:** Paul Heiberger – Vice-Chairperson, Tim Werner – City Commissioner & Board Member, Maura Brennan – Board Member, Suzannah Tobin – Board Member

**Board Members Absent:** John Taylor – Chairperson, Elysha Davila – Board Member, Mi Stanley – City Commissioner & Board Member

**Ex Officio Member Present:** Liz Vogel, City Manager

**Staff Present:** Brandie Ekren – Executive Director, Jen St. Amour – Executive Assistant, Karla Myers-Beman – Chief Financial Officer, Daren Dixon – Operations Manager, Kelli Schroeder – Customer & Employee Relations Manager, Scott Menhart – Chief Technology & Telecom Manager, Tony Chartrand – Engineering Manager, Jacob Hardy – Sustainability & Key Accounts Mgr., Colin Hites – Sustainability & Climate Initiative Analyst

**1. Roll Call**

**2. Disclosure of Recusal**

**3. Consent Calendar**

- a. Approval of Agenda.
- b. Consideration of approving minutes of the Regular meeting of March 11, 2025, the HR Ad Hoc Committee meeting of March 10, 2025, and the Community Investment Fund Ad Hoc Committee meeting of March 10, 2025.

that the minutes of the Regular meeting of March 11, 2025, the HR Ad Hoc Committee meeting of March 10, 2025, and the Community Investment Fund Ad Hoc Committee meeting of March 10, 2025, be approved.

- c. Consideration of approving amended Organizational Chart, updated ACT Group Salary Table, Union Letter of Agreement & MERS Addendum. (Approval recommended) (Ekren/Schroeder)

that the Light & Power Board approves changes to the Organizational Chart, the ACT Group Salary Range Table, and the job descriptions for the Procurement Administrator and Line Worker/Substation Technician positions.

that the Light & Power Board authorizes the Executive Director to sign the Letter of Agreement between TCLP and the Utility Workers Union of America Local No. 295 adding Line Worker/Substation Technician to the list of classifications outlined in Appendix A.

that the Light & Power Board approves the amended MERS Defined Contribution Adoption Agreement adding Line Worker/Substation Technician to the plan eligibility and authorized the Executive Director to sign.

- d. Consideration of adopting amended TCLP policies. (Approval recommended) (Schroeder)

that the Light & Power Board adopts the Sexual Harassment Policy as presented with an immediate effective date. This policy replaces the March 16, 1999, Sexual Harassment Policy.

that the Light & Power Board adopts the Workplace Violence Prevention Policy as presented with an immediate effective date. This policy replaces the January 26, 2006, Workplace Violence Prevention Policy.

that the Light & Power Board adopts the Americans with Disabilities Act (ADA/ADAAA) Policy as presented with an immediate effective date.

Tim Werner moved that the Consent portion of the agenda be approved. Maura Brennan seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

#### 4. **Unfinished Business**

- a. Consideration of forwarding the 2025-26 Electric and Fiber Fund Operating Budget to the City Commission for consideration as required by the City Charter.

The following individuals addressed the Board:

Brandie Ekren, Executive Director

Karla Myers-Beman, Chief Financial Officer

Tim Werner moved that the Light and Power Board approves forwarding the 2025-26 Electric and Fiber Fund Operating Budgets as presented (or as amended) to the City Commission for its consideration of approval.

Suzannah Tobin seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

Tim Werner moved that the Light and 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 end June 30, 2026. Maura Brennan seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

Tim Werner moved that the Light and Power Board directs staff to contribute into the other post-employment benefits Retiree Health Trust Fund on the plans assumptions and further directs staff to pay the retiree health insurance premiums out of the Retiree Health Trust Fund for the fiscal year ending June 30, 2026. Maura Brennan seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

Tim Werner moved that the Light and Power Board approves the Electric Fund minimum cash reserve amount as presented in the Cash Flow. Suzannah Tobin seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

## **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:

Brandie Ekren, Executive Director

Tim Werner, City Commissioner & Board Member

Maura Brennan moved that the Light & Power Board approve funding awards for the following organizations:

- Child & Family Services in the amount of \$30,000.
- Human Nature School in the amount of \$8,576.
- TART Trails in the amount of \$10,000.
- Groundwork Center in the amount of \$6,000.

Tim Werner seconded the motion.

**Yes:** Maura Brennan, Tim Werner, Paul Heiberger, and Suzannah Tobin

**Absent:** Elysha Davila, John Taylor, and Mi Stanley

Carried 4 to 0.

**6. Reports and Communications**

**a. From Legal.**

None.

**b. From Staff.**

1. My Clean Choice Update

The following individuals addressed the Board:

Jacob Hardy, Sustainability & Key Accts. Manager  
Colin Hites, Sustainability & Climate Initiative Analyst

2. 2024 Electric Service Reliability Update

The following individuals addressed the Board:

Daren Dixon, Operations Manager

3. Recognition of Retirement - Kevin Bartz

The following individuals addressed the Board:

Brandie Ekren, Executive Director

**c. From Board.**

**7. Public Comment**

**a. General Public Comment**

The following individuals from the public addressed the Board:

Fred Nelson, ratepayer - 209 Sixth Street

**8. Adjournment**

There being no objection, Vice-Chairperson Heiberger adjourned the meeting at 6:33 p.m.

*Brandie Ekren*

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Brandie Ekren, Secretary  
LIGHT & POWER BOARD