

A REGULAR MEETING

Of The

TRAVERSE CITY LIGHT AND POWER BOARD

Will Be Held On

TUESDAY, February 23, 2010

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.

Jessica Dezelski,
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: 02-19-10
3:00 p.m.

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 Study Session of February 2, 2010.
- B. Consideration of approving minutes of the Regular Meeting of February 9, 2010.
- C. Consideration of approving minutes of the Closed Session of February 9, 2010.
- D. Consideration of approving minutes of the Study Session of February 11, 2010

3. OLD BUSINESS

- A. Public Forum Presentations (Keith Schneider)

4. NEW BUSINESS

- A. Consideration of approving an Organizational Chart and new administrative positions for the Light & Power Department. (Rice)
- B. Consideration of Tree Trimming Services Agreement. (Wilson)

5. REPORTS AND COMMUNICATIONS

- A. From Legal Counsel:

None as of February 19, 2010

- B. From Staff:

- (1) Update re: Block-LED grant (Cooper)
- (2) Update re: Energy Optimization program (Cooper)
- (3) Verbal update re: Wood Energy Summit (Ffahr)
- (4) Public Forums scheduled for February 25 at 7:00 p.m. at the Opera House, February 27 at 2:00 p.m. at the Hagerty Center, and April 7 at 7:00 p.m. at the Hagerty Center.

- C. From Board:

None as of February 19, 2010

6. PUBLIC COMMENT

/jd

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Light and Power Board Study Session
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, February 2, 2010

LIGHT AND POWER BOARD MEMBERS -

Present: Linda Johnson, Mike Coco, John Welch, James Hoogesteger, John Snodgrass, Ralph Soffredine, Jim Carruthers

Absent: None

EX OFFICIO MEMBER -

Absent: Ben Bifoss, City Manager

OTHERS: Ed Rice, Tim Arends, Glen Dine, Jessica Dezelski, Karen Fehar, Mark Rollenhagen, Nick Abraitis, Rod Solak

The meeting was called to order at 5:15 p.m. by Chairperson Johnson.

1. Discussion of Renewable Energy Communication Topics.

Keith Schneider facilitated discussion among Board members and Light & Power staff regarding renewable energy communication topics.

2. Public Comment

-Ken Smith, NMEAC Representative
-Greg Reisig, Chairman of NMEAC
-John Nelson, Ratepayer, NMEAC Representative

The meeting was adjourned at 7:26 p.m.

/jd

Edward E. Rice, Secretary
LIGHT AND POWER BOARD

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Regular Meeting
Held at 5:15 p.m., Commission Chambers, Governmental Center
Tuesday, February 9, 2010

BOARD MEMBERS -

Present: Linda Johnson, Mike Coco, James Hoogesteger, John Snodgrass, Ralph Soffredine, Jim Carruthers

Absent: John Welch

EX OFFICIO MEMBER -

Present: R. Ben Bifoss

OTHERS: Ed Rice, Tim Arends, Jessica Dezelski, Mark Rollenhagen, Doug Zufelt, Karen Feahr, W. Peter Doren

The meeting was called to order at 5:15 p.m. by Chairperson Johnson.

Chairperson Johnson requested that item 5.B.(1) be removed from the agenda and put on the agenda of an upcoming meeting.

Moved by Hoogesteger, seconded by Snodgrass, that item 5.B.(1) be removed from the agenda.

CARRIED unanimously. (Welch absent)

2. CONSENT CALENDAR

Moved by Soffredine, seconded by Snodgrass, that the following items, as recommended on the Consent Calendar portion of the agenda, be approved:

- A. Consideration of approving minutes of the Special Meeting of January 18, 2010.
- B. Consideration of approving minutes of the Study Session of January 21, 2010.
- C. Consideration of approving minutes of the Regular Meeting of January 26, 2010.
- D. Consideration of approving minutes of the Closed Session of January 26, 2010.

CARRIED unanimously. (Welch absent)

3. OLD BUSINESS

- A. Tino Breithaupt and Kevin Jackson from the Traverse Bay Economic Development Corporation made a presentation to the Board.

4. NEW BUSINESS

- A. Moved by Soffredine, seconded by Snodgrass, to exempt from disclosure a document containing pricing information and which is otherwise exempt under MCLA 460.10y(12) and to go into Closed Session to consider such document immediately after Public Comment.

Roll Call:

Yes: Johnson, Coco, Hoogesteger, Snodgrass, Soffredine, Carruthers

No: None

CARRIED. (Welch absent)

- B. Rob Franzo from Mitten Communications, Inc. and Jim Selby from Aspen Wireless made a presentation to the Board regarding Fiber Network IP Enhancement.

Public Comment:

-Bryan Crough, Community Development Director

-Tino Breithaupt, Traverse Bay Economic Development Corporation

Moved by Coco, seconded by Soffredine, that the Light & Power Board authorizes the Executive Director to enter into an agreement with Aspen Wireless Technologies and Mitten Communications, Inc. in an amount not to exceed \$40,000 for Phase I IP Enhancement Services to include development of an application for Federal funding and development of a Comprehensive Business Plan for future consideration by the Board, subject to approval as to form by counsel.

CARRIED unanimously. (Welch absent)

5. REPORTS AND COMMUNICATIONS

- B. (1) Removed from the agenda.
(2) Mark Rollenhagen provided an update on the wind turbine repair.
(3) Ed Rice spoke re: upcoming TCL&P Strategic Planning session on February 11.
(4) Ed Rice spoke re: upcoming Joint Study Session with the City Commission on February 22.
(5) Ed Rice spoke re: upcoming public forums on February 25 at 7:00 p.m. at the Opera House, February 27 at 2:00 p.m. at the Hagerty Center and April 7 at 7:00 p.m. at the Hagerty Center.
- C. (1) Commissioner Carruthers spoke re: NMEAC Public Forum on February 22.

6. PUBLIC COMMENT

No one from the public commented.

The Board went into Closed Session at 7:01 p.m.

The Board came out of Closed Session at 7:24 p.m.

The meeting adjourned at 7:26 p.m.

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Light and Power Board Study Session
Held at 5:00 p.m., Hagerty Center, Room C
Thursday, February 11, 2010

LIGHT AND POWER BOARD MEMBERS -

Present: Linda Johnson, Mike Coco, John Welch, John Snodgrass, Ralph Soffredine, Jim Carruthers

Absent: James Hoogesteger

EX OFFICIO MEMBER -

Present: Ben Bifoss, City Manager

OTHERS: Ed Rice, Tim Arends, Jim Cooper, Glen Dine, Jessica Dezelski, Karen Feahr, Mark Rollenhagen, Rod Solak, Denise Kuschell, Nick Abraitis, Blake Wilson, Doug Zufelt, Bill Hendry

The meeting was called to order at 5:00 p.m. by Chairperson Johnson.

1. Discussion on Board Roles in Governance and Strategic Planning.

Bill Hendry facilitated a discussion among Board members in regards to their role at Light & Power.

2. Review of project priorities.

Ed Rice made a presentation on current and upcoming staff projects and priorities.

3. Staff Goals and Objectives presentation.

Light & Power staff updated the Board on the progress made on the 2009 objectives.

4. Review and develop existing and future goals.

Board and staff discussed the existing Strategic Goals and made adjustments to them to develop goals for 2010.

5. Public Comment

No one from the public commented.

The meeting was adjourned at 9:24 p.m.



**TRAVERSE CITY
LIGHT & POWER**

To: Light and Power Board
From: Ed Rice, Executive Director
Date: February 19, 2010
Subject: Organizational Chart & New Administrative Positions

Attached is an updated organizational chart for your consideration and approval. In the course of reviewing staffing levels and balancing the demands on our current departments I have concluded that the utility would be best served by adding two new positions at this time. Please note that there are three recommended motions for this agenda item.

The organization chart has three new positions; however, I am only seeking approval to add two positions at this time. Any new positions, such as the Generation Project Manager which may be added sometime in the future, would require board approval at that time.

If the Board is in agreement with approving the new organizational chart as recommended the following motion would be appropriate:

MOVED BY _____, SECONDED BY _____,

THAT THE LIGHT & POWER BOARD APPROVES THE ORGANIZATIONAL CHART AS PRESENTED.

Marketing and Community Relations Coordinator:

This position will report to Jim Cooper, Manager of Communications & Energy Services, and will focus on marketing activities, including media and public relations, coordinating public events, maintaining the website and the development of marketing literature.

I recommend adding this position at this time. If the Board is in agreement with this recommendation the following motion would be appropriate:

MOVED BY _____, SECONDED BY _____,

THAT THE LIGHT & POWER BOARD APPROVES ADDING THE STAFF POSITION OF MARKETING AND COMMUNITY RELATIONS COORDINATOR, GRADE 2, WITH A PAY RANGE OF \$47,588 TO \$61,865 PLUS BENEFITS.

Network Administrator:

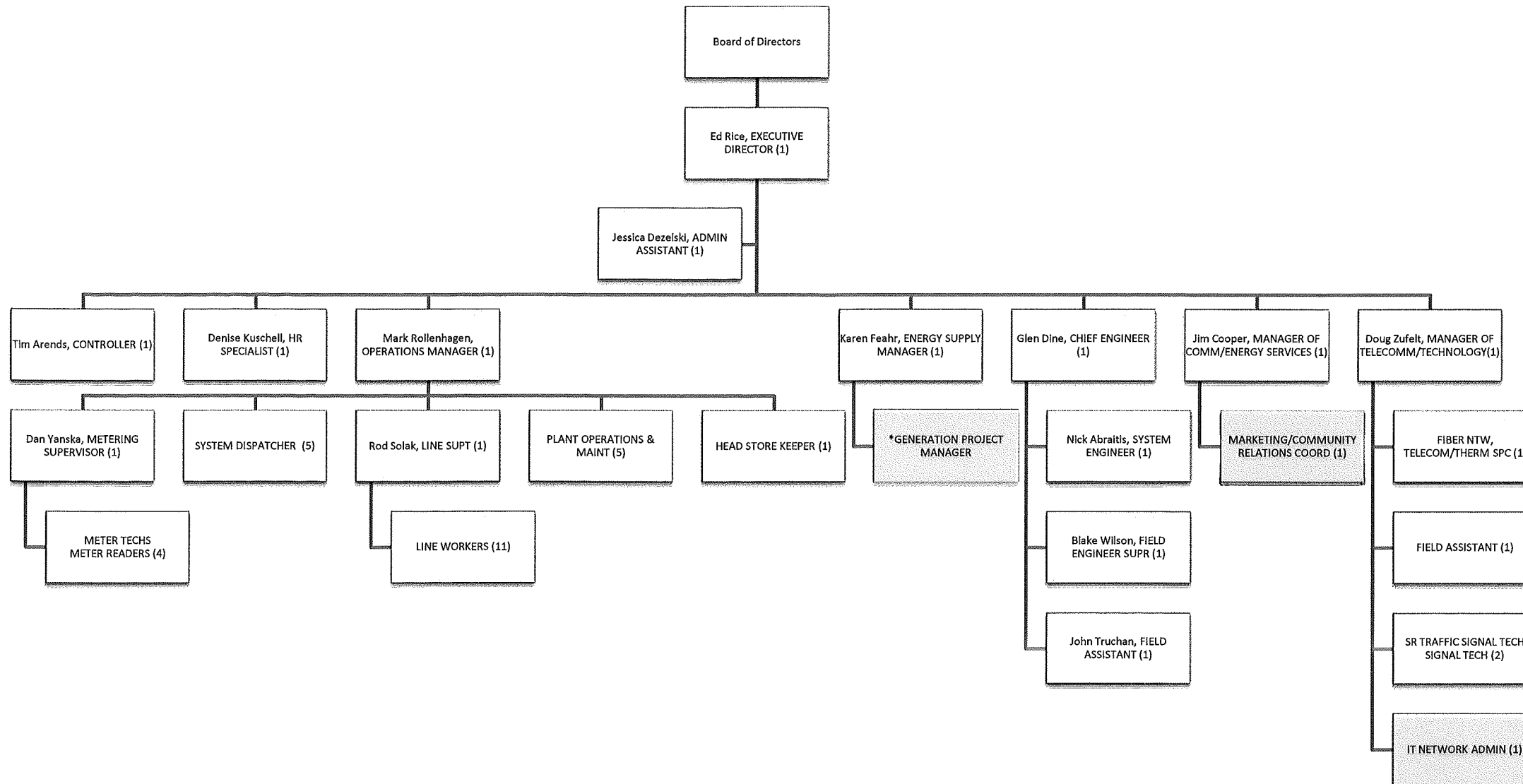
This position will report to Doug Zufelt, Manager of Telecommunications & Technology, and will focus on a variety of in-house maintenance, evaluation, and installation and training tasks to ensure the performance of the network meets utility and user requirements and standards.

I recommend adding this position at this time. If the Board is in agreement with this recommendation the following motion would be appropriate:

MOVED BY _____, SECONDED BY _____,

THAT THE LIGHT & POWER BOARD APPROVES ADDING THE STAFF POSITION OF NETWORK ADMINISTRATOR, GRADE 3, WITH A PAY RANGE OF \$50,919 TO \$66,195 PLUS BENEFITS.

Traverse City Light Power Organizational Chart



* Only to be occupied for generation plant construction.

TRAVERSE CITY LIGHT & POWER

Job Description

MARKETING & COMMUNITY RELATIONS COORDINATOR

Supervised By: Manager of Communications & Energy Services

Supervises: No supervisory responsibility

Position Summary:

Under the general supervision of the Manager of Communications & Energy Services, this position manages a full range of marketing activities, including media and public relations, coordinating public events, maintaining the website and the development of marketing literature.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

Coordinate events including; meetings, public forums, speaking engagements, trade shows, exhibits and school safety demonstrations.

Develop marketing literature ensuring valid, current and accurate content.

Planning, concept development and execution of print and media campaigns.

Update and maintain organization website including; up to date pictures, copy announcements, relevant information, etc.

Develop and provide marketing and public relations programs that promote TCL&P within the community.

Write and distribute press releases and produce media kits.

Invite media to community events and serve as on-site media contact.

Initiate media opportunities including on-air interviews and features.

Act as liaison to National Cherry Festival organizers to promote the TCL&P community agenda.

Perform other duties as assigned.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Educational requirements include a Bachelor's degree in Marketing or related field.

Experience requirements include 2 or more years in customer service, business or sales.

Sound understanding of marketing principles as they relate to an electric utility.

Skill in effectively communicating ideas and concepts orally and in writing, making presentations in public forums, and in general public relations.

Skill in the use of office equipment and technology, including computers and related software, and the ability to master new technologies.

Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with department administrators, employees, vendors, representatives of other City units, professional contacts and the public.

Ability to critically assess situations, solves problems, and work effectively under stress within deadlines and with changes in work priorities.

In addition to the above requirements, all positions require the ability to read, write, speak and understand the English language as necessary for the position; the ability to follow written and oral instructions and the ability to interact positively with other employees and members of the public. Employees are also expected to possess and maintain record of orderly, law-abiding citizenship, sobriety, integrity and loyalty as it pertains to and reflects upon their employment. Employees must be physically and mentally able to perform the essential duties of their position without excessive absences.

TRAVERSE CITY LIGHT & POWER

Job Description

NETWORK ADMINISTRATOR

Supervised By: Manager of Telecommunications & Technology

Supervises: No supervisory responsibility

Position Summary:

Under the general supervision of the Manager of Telecommunications & Technology, this position performs a variety of maintenance, evaluation, installation and training tasks to ensure the performance of the network meets utility and user requirements and standards.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

Administer TCLP LAN and SCADA networks including hardware and software, utilizing one or more TCP/IP or non-TCP/IP networking protocols and one or more Windows or non-Windows based operating systems, such as Unix or Linux.

Administer VOIP and video networks, design and implement VLANS, virtual servers and remote internet connectivity for SCADA networks.

Recommend, schedule and perform software and hardware improvements, upgrades, patches, reconfigurations and/or purchases.

Troubleshoot network performance issues and creates and maintains disaster recovery plans.

Investigate user issues, identify their source and determine, test and implement solutions.

Install, configure and maintain personal computers, workstations, file servers, Ethernet networks, WIFI networks, printers, cabling and other related equipment.

Perform and oversee software and application development, installation and upgrades.

Obtain and maintain site licenses for TCL&P department.

Plan and implement network security, including building firewalls, applying cryptography to network applications, managing host security, file permissions, backup and disaster recovery plans, file system integrity and adding and deleting users.

Develop and conduct various training and instructions for system users on operating systems, relational databases, and other applications, assist users in maximizing use of networks and computing systems.

Anticipate communication and networking problems and implement preventative

measures.

Establish and perform maintenance programs following utility and vendor standards.

Develop, document and maintain policies, procedures and associated training plans for system administration.

Perform other duties as assigned.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Educational requirements include a Bachelor's degree in Computer Science or related field.

Experience requirements include 3 or more years of networking experience.

Knowledge of a range of computer networking systems and languages to include; Windows, Cisco, Rugged NMS.

Hands on knowledge of computing and network hardware and peripheral equipment, network security systems, applications, procedures and techniques.

Proven analytical and problem solving skills.

Knowledge of applicable data privacy practices and laws is necessary.

Certifications in MCSE, MCSA, CCNP, or CCVP are desirable.

Knowledge of instrumentation protocols, including; DNP, Zigbee, ICCP, LabView are a plus.

Subject to work evenings and weekends in response to the needs of the system is required.

Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with department administrators, employees, vendors, representatives of other City units, professional contacts and the public.

Ability to critically assess situations, solves problems, and work effectively under stress within deadlines and with changes in work priorities.

In addition to the above requirements, all positions require the ability to read, write, speak and understand the English language as necessary for the position; the ability to follow written and oral instructions and the ability to interact positively with other employees and members of the public. Employees are also expected to possess and maintain record of orderly, law-abiding citizenship, sobriety, integrity and loyalty as it pertains to and reflects upon their employment. Employees must be physically and mentally able to perform the essential duties of their position without excessive absences.



**TRAVERSE CITY
LIGHT & POWER**

To: Light & Power Board
From: Blake Wilson (BW)
Date: February 16, 2010
Subject: Bids for Tree Trimming Services

Bids have been obtained for tree trimming services on TCL&P's utility system. Bid requests were sent out to seven companies. Bid pricing were to include trimming of the HL-21, HL-22, BW-22, BW-31 circuits.

Bidder	Total Cost	Time and Material Costs	
		Hourly	Weekly
Trees Inc.	\$102,783.77	\$71.57	\$2,862.80
The Energy Group	\$115,884.00	\$76.83	\$3,073.18
Asplundh Tree Expert Co.	\$149,417.34	\$69.58	\$2,783.20
Pennline	\$208,968.00	\$92.20	\$3,688.00
Nelson Tree Service	\$270,945.00	\$71.63	\$2,865.20
Townsend	\$321,373.00	\$81.25	\$3,250.00
Consumers Energy	*****NO BID*****		

Staff recommends selecting low bidder Trees Inc.

If the Board is in agreement, the following motion is recommended:

**MOVED BY _____, SECONDED BY _____,
 THAT THE BOARD AUTHORIZE THE CHAIRMAN AND SECRETARY TO ENTER INTO A
 TREE TRIMMING SERVICES AGREEMENT WITH TREES INC, IN THE AMOUNT OF
 \$102,783.77 FOR TRIMMING OF THE HL-21, HL-22, BW-22, BW-31 CIRCUITS; ALSO
 FOR ANY ADDITIONAL WORK AT AN HOURLY/WEEKLY RATE OF \$71.57 AND
 \$2862.80 RESPECTFULLY; AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO
 ADMINISTER AMENDMENTS AND CHANGE ORDERS THAT ARE IN THE BEST
 INTEREST OF THE DEPARTMENT; SUBJECT TO APPROVAL AS TO FORM BY
 COUNSEL.**



TRAVERSE CITY
LIGHT & POWER

To: Light & Power Board
From: Jim Cooper *JC*
Date: February 5, 2010
Subject: Recent Michigan LED Grant to L&P

Grand Traverse County, in conjunction with Traverse City Light and Power and the City of Traverse City, applied for and received a \$250,000 Michigan Energy Efficiency Block Grant for the installation of Light Emitting Diode (LED) light in a variety of applications. The grant provides for the 80% of the purchase costs of the LED lights, with installation costs provided by TCLP as local match. The 20% purchase cost as TCLP match is estimated at \$97,000.

The Michigan Energy Efficiency Block Grant program is part of the American Reinvestment and Recovery Act (ARRA), otherwise known as the Federal Stimulus program.

Block Grant funds were received by the State of Michigan and distributed through the Michigan Public Service Commission. The MPSC issued a Request for Proposal throughout the State for two programs: Energy Efficiency Block Grants and LED Demonstration Grants. The State recently announced the award of \$17.4 million to 125 local units of government.

Grand Traverse County was also successful in receiving a \$353,575 Block Grant for lighting improvements and other energy efficiency measures at County and City facilities. TCLP is working with the County and City to assist in the implementation of the Energy Efficiency Block Grant, as well.

The LED Demonstration Grant will consist of three primary components:

1. Purchase and install LED lights for street lighting, outdoor lighting, and in buildings.
2. Data collection and research to detail the energy and cost savings of the installations and other project impacts; and
3. Outreach to the community to describe the project and explain the benefits.

The official start date has not been set, but the grant agreement is anticipated to be executed within the next two months with a one year timeframe to implement the project.

The initial step in the project will be to review, evaluate and select the type and manufacturer for each LED application, with a strong focus on Michigan suppliers.

An estimated 205 streetlights will be purchased and installed by TCLP staff, expanding the pilot LED project on West Front Street. An estimated 100 outdoor lights will be installed either by TCLP staff, depending upon the location, building staff or contractors, and an estimated 50 building lights will be installed by building staff or contractors.

Budget Narrative

Budget Line Item	Description	State	GTCO TCLP	In-Kind or Cash Match	Total
Personnel	Grand Traverse County and TCLP staff will be intimately involved in all aspects of the project. All GTCO and TCLP staff time is included in the project as local match.	\$0	\$77,245	In-Kind	\$77,245
Supplies Materials & Equipment	The Project Plan will determine which LED systems will be selected. The budget assumes a \$1,000 per fixture cost for street lighting, \$750 for site lighting, and \$650 for building lighting.	\$250,000	\$97,000	Cash	\$347,000
Contractual Services	There are two primary contractual services: Implementation Contractor, who will be responsible to ensure that all aspects of the project are effectively implemented, and installation contractors in the case of City or County installations. Contractual services will be procured in accordance with RFP requirements outlined in II-I.	\$0	\$69,780	In-Kind and Cash Match	\$69,780
Travel	No travel is anticipated from the grant. Any travel will be covered by the participating agencies.	\$0	\$0		\$0
Other Expenditures	No other expenditures are anticipated.	\$0	\$0		\$0
Indirect Costs	None	\$0	\$0		\$0
Total		\$250,000	\$244,025		\$494,025
Direct Costs		\$250,000	\$244,025		\$494,025

Significant staff time from TCLP will be donated as in-kind and TCLP has committed to fund **20%** of the cost of the LED systems, as well as all labor and materials for installation, up to \$150,000 to match the EECBG grant.

www.michigan.gov

(To Print: use your browser's print function)

Contact: Jan Patrick (517) 373-9280

Agency: Energy, Labor & Economic Growth

Release Date: January 25, 2010

Last Update: January 26, 2010

Granholtm Announces \$17.4 Million in Energy Efficiency Grants to 125 Michigan Communities

JANUARY 25, 2010 – Governor Jennifer M. Granholtm today announced that the Michigan Department of Energy, Labor, and Economic Growth (DELEG) has awarded \$17.4 million in grants to 125 cities, villages, townships, and counties throughout Michigan to support local energy efficiency projects. The state Energy Efficiency and Conservation Block Grants (EECBG) are funded through the American Recovery and Reinvestment Act of 2009 (Recovery Act).

DELEG's Bureau of Energy Systems (BES) awarded the EECBG grants to projects that will create and retain jobs, save energy, and reduce greenhouse gas emissions. A list of the recipients and project descriptions is attached.

"These Recovery Act funds will assist our ongoing efforts in moving to a clean energy economy," said Governor Granholtm. "Investing in energy-saving projects throughout Michigan will boost the state's energy efficiency and renewable energy industries, reduce energy costs for communities, and create jobs."

BES is administering these grants through two separate programs:

- **Multi-purpose competitive grants for smaller communities** will support energy efficiency measures such as replacing high-energy systems in municipal buildings and street lighting, creating or expanding community recycling programs, and installing small-scale renewable energy generating systems. DELEG encouraged communities to decide how best to address energy efficiency and conservation opportunities, and awarded projects that will help achieve the Recovery Act's objectives to create and retain jobs, save energy, and reduce greenhouse gas emissions.
- **Light Emitting Diode/Solid State Lighting (LED/SSL) competitive grants** will fund demonstrations of LED/SSL technology in various high-demand applications such as exterior parking, street and traffic lighting. The awards are designed to demonstrate market demand and attract LED/SSL manufacturing to the state. Grants will fund 90 percent of the costs for equipment. Recipients have committed to cover 10 percent of the equipment costs, 100 percent of the labor and installation costs, and to help educate the public on the technology through signage, media or a community event after the LED project has been installed.

State EECBG grant awards generally range from \$50,000 to \$140,000 for single cities, townships, or villages and up to \$650,000 for single counties and multi-jurisdictional recipients. BES requires award winners to collect, track, and report data on energy savings, costs savings, job creation and/or retention, and emissions reductions.

"At a time when municipalities are hard pressed to fund capital improvements, these grants will jump start their efforts and allow them to realize operational savings that can be used to fund other energy efficiency and conservation projects," said DELEG Director Stanley "Skip" Pruss. "This funding will support a pipeline of projects, offer the option of bulk purchasing, and encourage increased manufacturing, including diversified suppliers, as well as new manufacturers."

Find the full list of selected projects and funding amounts at the BES website: www.michigan.gov/energyoffice.

For more information about DELEG, please visit www.michigan.gov/deleg.

Follow DELEG at <http://twitter.com/MIDELEG> or visit the "DELEG" page on Facebook and [Become a Fan](#).

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TRAVERSE CITY
LIGHT & POWER

To: Light & Power Board
From: Jim Cooper *JC*
Date: February 18, 2010
Subject: Energy Optimization Report for 2009

The 2009 Energy Optimization report does not have to be filed with the Michigan Public Service Commission until March 31, 2010. Although the finished document will be more extensive, these excerpts will provide an accurate interim snapshot.

The residential kWhr goal or kWhrs saved was exceeded by over 121,222 kWhrs or 35%. This was accomplished by compact fluorescent light coupon redemption with area retailers (1425); energy workshops at Bioneers, local service clubs, Cherry Festival, the L&P open house (3590); and hand outs to customers at the billing service counter in December (6000). The goal was to distribute 8000 cfls. A total of 11015 was reached. The cost of the cfl bulbs is covered by the State grant. Coupons were also redeemed for LED holiday light strings.

The pick-up of 55 old refrigerators, instead of the 44 that was the goal for residential households, helped exceed the residential program parameters.

The low income goal was reached by purchasing eight Energy Star refrigerators for the city owned Riverview housing complex on Pine Street. These units replaced eight units that were over twenty years old. CFL bulbs were also distributed to the complex in order reach the kWhr goal.

The participating commercial and industrial customers are listed on the attachments. The kWhr goals savings of 636,069 was exceeded by 493,666 or almost 78%. The 2009 goal did include a program savings of 151,065 kWhrs for the LED holiday lights that were installed downtown. This represents the yearly savings over the old incandescent holiday tree lights. Most program savings in the commercial area resulted from lighting change outs to more efficient fixtures.

The total filed costs to L&P for all 2009 programs was \$113,701. This amount was exceeded in the areas of education and administration. Some actual expenses can't be included according to the filing requirements. I'll go over the attachments and other areas at the meeting.

**Traverse City Light & Power
Energy Smart Program
Monthly Report
2009 End-of-Year (December / January) (Updated 2/17/2010)**

Executive Summary of Program:

2009's EO plan end-of-year totals are contained in this document. Any numbers that may not yet be finalized (any open projects) will receive follow-up reports in February. CFL numbers and JACO numbers should reflect accurately the year end totals.

Residential Lighting

CFL Program

- TCL&P has no 2009 goal to distribute CFLs through the services of Franklin Energy. Franklin may be used in 2010 to help with a CFL program for TCL&P.

Commercial and Industrial Prescriptive Programs:

- TCL&P has exceeded the kWh goals for 2009 and has started allowing projects to consume part of 2010's budget and goals.

The following customers are participating in the C&I program:

- Bill Marsh Motors
- Skilled Manufacturing
- Wicksall Distributors
- Traverse Bay ISD
- Stromberg Carlson
- Boride
- Days Inn (900 CFL's)
- Cone Drive
- ITW Workholdings
- Days Inn
- Goodwill Industries
- Traverse City light & Power

C&I results:

Prescriptive Program							
Goal of 423,799 annual kWh savings and \$34,910 incentive budget							
Status	Number of Projects	kWh	kW	Incentive	\$/kWh	kWh to goal (%)	Incentives to goal (%)
Proposed						0%	0%
Committed						0%	0%
Incentive approved	9	664,562		\$ 42,698	\$0.064	157%	122%
Incentive paid	4	217,788		\$ 18,838	\$0.086	51%	54%
Totals	13	882,350	0	\$ 61,536	\$0.070	208%	176%

Custom Program							
Goal of 46,347 annual kWh savings and \$4,004 incentive budget							
Status	Number of Projects	kWh	kW	Incentive	\$/kWh	kWh to goal (%)	Incentives to goal (%)
Proposed						0%	0%
Committed						0%	0%
Incentive approved	4	81,462		\$ 6,088	\$0.07	176%	152%
Incentive paid						0%	0%
Totals	4	81,462	0	\$ 6,088	\$0.07	176%	152%

Appliance Recycling Program:

- The program for 2009 had a 134% success rate of which the overages can be carried over into 2010.
- **Picked up:** As of 12/31/09, there have been 44 refrigerators and 11 freezers picked up for a total of 55 units (134% of goal).

Appliance Recycling		Goal of 67,584 annual kWh savings and 41 units				
Status	Number of units	kWh	Incentive	\$/kWh	kWh to goal (%)	Units to goal (%)
Refrigerators	44	73,568	\$2,640	\$0.036	109%	107%
Freezers	11	17,061	\$660	\$0.039	25%	27%
Totals	55	90,629	\$3,300	\$0.036	134%	134%

2009 Achieved Goals Summary & 2010 Impact:

2009 Program Results						
2009 Program	kWh Goal	kWh Achieved	Budget Planned	Budget Used	kWh to goal (%)	Budget to plan (%)
Residential	67,584	90,629			134.1%	
C & I (combined)	470,146	963,812	\$ 38,915	\$ 67,624	205.0%	173.8%
2010 Impact						
C & I (combined)	1,122,419	370,398	\$ 99,452	\$28,709	33.0%	28.9%

- The 2010 impact items are the C&I numbers that can be carried over into 2010. The budget dollars used in 2009 to get 2010 kWh will effectively reduce the 2010 budget by the amount listed, but the kWh to be carried over also effectively reduced the kWh numbers needed to achieve the 2010 goals.

Revised 2010 C&I Budget and kWh due to 2010 impact:

C&I Budget (combined): \$70,743(original budget – 2010 budget already used)

C&I kWh Goal (combined): 752,021 (original kWh goal – kWh carried over)

Operational Issues:

- We had some issues with JACO not giving correct information to customers about pickups, incorrect rebate information, stating the program was terminated early, etc. These were brought to the attention of JACO and they corrected it immediately.

Traverse City Light & Power - U15884
 Budget to Actual Comparison, EO Program Expenditures \$\$
 December, 2009
 Program year 2009

	Actual Year-to-Date	Budget	Budget to Actual	Percentage of Budget
<u>Residential</u>				
Efficient Lighting	146	1,061	915	13.76%
Refrigerator/Freezer Turn-In & Recycling	9,246	9,246	-	100.00%
Educational Services	1,343	1,343	-	100.00%
CFLs - State Grant	-	-	-	0.00%
Total Residential	10,735	11,650	915	92.15%
<u>Commercial and Industrial</u>				
Prescriptive Incentive Program	84,810	58,184	(26,626)	145.76%
Custom Incentive Program	8,758	6,674	(2,084)	131.23%
Educational Services	1,343	1,343	-	100.00%
2008 Program Savings	-	-	-	0.00%
Total Commercial and Industrial	94,911	66,201	(28,710)	143.37%
Administration	4,475	4,475	-	100.00%
Evaluation	3,580	3,580	-	100.00%
Low Income	-	3,800	3,800	0.00%
Total Program Expenditures	113,701	89,706	(23,995)	126.75%

Traverse City Light & Power - U158884
 Budget to Actual Comparison, EO Credits (kWh)
 December, 2009
 Program year 2009

	Actual Year-to-Date	Budget	Budget to Actual	Percentage of Budget
<u>Residential</u>				
Efficient Lighting	803	2,121	1,318	37.86%
Refrigerator/Freezer Turn-In & Recycling	90,629	67,584	(23,045)	134.10%
Educational Services	14,858	14,858	-	100.00%
CFLs - State Grant	364,095	264,600	(99,495)	137.60%
Total Residential	470,385	349,163	(121,222)	134.72%
<u>Commercial and Industrial</u>				
Prescriptive Incentive Program	882,350	423,799	(458,551)	208.20%
Custom Incentive Program	81,462	46,347	(35,115)	175.77%
Educational Services	14,858	14,858	-	100.00%
2008 Program Savings	151,065	151,065	-	100.00%
Total Commercial and Industrial	1,129,735	636,069	(493,666)	177.61%
Low Income	-	13,034	13,034	0.00%
Total EO credits	1,600,120	998,266	(601,854)	160.29%