

**A REGULAR MEETING**

Of The

**TRAVERSE CITY LIGHT AND POWER BOARD**

Will Be Held On

**TUESDAY, March 22, 2011**

At

**5:15 p.m.**

In The

**COMMISSION CHAMBERS**  
(2<sup>nd</sup> 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: 3-18-11  
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 March 8, 2011.

#### 3. Old Business

None.

#### 4. New Business

- a. Consideration of authorizing engineering services with GRP Engineering, Inc. for Bay Street undergrounding. (Dine)
- b. Consideration of Community Investment Fund Recommendations. (Wheaton)

#### 5. Reports and Communications

- a. From Legal Counsel.
- b. From Staff.
  1. Verbal update re: the Clean Up Green Up event. (Cooper)
  2. Verbal update re: the upcoming Grand Vision speaker. (Cooper)
- c. From Board.

#### 6. Public Comment

- a. Reserved.
  1. Tom Karas, P.O. Box 27 Interlochen, representing Michigan Energy Alternatives regarding how a Feed-in Tariff program helps achieve the TCLP goals and objectives for local generation of renewable energy and a presentation of rate impacts to industrial accounts. (non-ratepayer)
- b. General.

/st

**TRAVERSE CITY  
LIGHT AND POWER BOARD**

Minutes of Regular Meeting  
Held at 5:15 p.m., Commission Chambers, Governmental Center  
Tuesday, March 8, 2011

**Board Members -**

Present: Mike Coco, Linda Johnson, Ralph Soffredine, John Snodgrass, John Taylor

Absent: Jim Carruthers, John Welch

**Ex Officio Member -**

Present: R. Ben Bifoss

**Others:** Ed Rice, Tim Arends, Stephanie Tvardek, Mark Rollenhagen

The meeting was called to order at 5:16 p.m. by Chairman Coco.

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

The following individuals addressed the Board:

- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer

Consideration of approving minutes of the Study Session of February 24, 2011 was removed from the consent calendar. Chairman Coco placed minutes of the February 24, 2011 Study Session under New Business Item 4(a).

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

- a. Minutes of the Public Meeting of February 18, Regular Meeting of February 22 and the Public Meeting of February 23, 2011 be approved.

CARRIED unanimously. (Carruthers, Welch absent)

**Item 3 on the Agenda being Old Business**

- 3(a). Consideration of approving a MERS Joint Transfer Agreement and a Resolution Adopting a Light and Power MERS Defined Benefit Program.

Moved by Johnson, seconded by Taylor, that the Chair and Secretary execute a Joint Transfer Agreement concerning MERS Assets and Liabilities for all current and past employees of the Traverse City Light and Power participating in the City of Traverse City (#2801) MERS plan (Divisions #10 & #12) to the separate and independent MERS program of the Traverse City Light and Power, such Agreement subject to approval as to its substance by the Executive Director and form by the City Attorney; and further that the Board adopts the "Resolution Adopting a Light and Power MERS Defined Benefit Program" as required by MERS.

CARRIED unanimously. (Carruthers, Welch absent)

**3(b).** Consideration of authorizing a contract for the Hastings Street Facility Addition.

Moved by Johnson, seconded by Soffredine, that the Board authorizes the Chairman and Secretary to enter into a contract between TCL&P (Owner) and Eckler Building Solutions (Contractor) in the lump sum total amount of \$293,195 for the Hastings Street Building Addition, subject to approval as to substance by the Executive Director and approval as to form by Counsel; and further authorizes the Executive Director to administer amendments and change orders that are in the best interests of the Light & Power.

The following individuals addressed the Board:

- Ben Eckler, 9970 E. Pickwick Court, Eckler Building Solutions, Non-Ratepayer

CARRIED unanimously. (Carruthers, Welch absent)

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

**4(a).** Consideration of approving minutes of the Study Session of February 24, 2011.

The following individuals addressed the Board:

- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer

Moved by Johnson, seconded by Soffredine, that the minutes of the Study Session of February 24, 2011 be approved.

CARRIED unanimously. (Carruthers, Welch absent)

**Item 5 on the Agenda being Reports and Communications**

A. From Legal Counsel.

None.

B. From Staff.

1. Mark Rollenhagen spoke re: the Kalkaska Combustion Turbine.
2. Ed Rice spoke re: the All Employee meeting scheduled for Friday, March 11.
3. Tim Arends announced the subcontractors that will be working on the Hastings Street Building Addition.

C. From Board.

1. Chairman Coco spoke re: scheduling a follow up meeting to discuss Strategic Planning.
2. Chairman Coco initiated a discussion of the Indigo Hotel Project.

**Item 6 on the Agenda being Public Comment**

The following individuals addressed the Board:

- Tom Karas, 8801 Section Line Road, Michigan Energy Alternatives Project, Non-Ratepayer

There being no objection, Chairman Coco declared the meeting adjourned at 6:10 p.m.

/st


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Edward E. Rice, Secretary  
LIGHT AND POWER BOARD

DRAFT



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**To:** Light & Power Board  
**From:** Glen Dine   
**Date:** March 16, 2011  
**Subject:** Bay Street Underground - Engineering Services with GRP Engineering

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Staff has been in discussion with GRP Engineering, Inc. for professional engineering design and construction inspection services for the installation of underground electric and communication facilities along Bay Street, in the area east of Division Street and the Division Street crossing.

These facilities will be an extension of existing underground facilities previously installed in 2002. There will be two construction contracts awarded at a later date, one for the conduit installation and a second for the electrical cable installation.

Staff recommends entering into an agreement with GRP Engineering, Inc. for professional engineering design services in the amount of \$ 122,000 and for construction inspection and coordination services in the amount not-to-exceed \$44,000.

If the Board concurs, the following motion is recommended:

**MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT, THE LIGHT AND POWER BOARD AUTHORIZE THE CHAIRMAN AND SECRETARY TO EXECUTE AN AGREEMENT FOR PROFESSIONAL SERVICES WITH GRP ENGINEERING, INC., FOR A TOTAL LUMP SUM FEE IN THE AMOUNT OF \$ 122,000 INCLUDING EXPENSES FOR DESIGN SERVICES AND FOR A FEE NOT TO EXCEED \$ 44,000 FOR CONSTRUCTION INSPECTION AND COORDINATION SERVICES INCLUDING EXPENSES FOR THE INSTALLATION OF UNDERGROUND ELECTRIC AND COMMUNICATION FACILITIES ALONG A PORTION OF BAY STREET; SUBJECT TO APPROVAL AS TO SUBSTANCE BY THE EXECUTIVE DIRECTOR AND APPROVAL AS TO FORM BY COUNSEL; AND FURTHER AUTHORIZE THE EXECUTIVE DIRECTOR TO ADMINISTER AMENDMENTS AND CHANGE ORDERS THAT ARE IN THE BEST INTERESTS OF THE LIGHT AND POWER DEPARTMENT.**



**TRAVERSE CITY  
LIGHT & POWER**

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**To:** Light & Power Board  
**From:** Jessica Wheaton  
**Date:** March 15, 2011  
**Subject:** Community Investment Fund Recommendations

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Vice Chair Linda Johnson and board members Ralph Soffredine and John Welch, along with Ed Rice, Jim Cooper and I met on March 14 to discuss the twenty Community Investment Fund (CIF) grant applications received for the 2010-11 funding period.

After reviewing the applications, the funding recommendations are as follows:

- \$3,000 to Traverse City Area Public Schools to help fund the SCI-MA-TECH program.
- \$15,000 to the City of Traverse City to fund the universal small boat launch as part of the Bay Front Improvement Plan.
- \$12,000 to the Inland Seas Educational Association to fund ten TCAPS schools to take part in the Great Lakes Schoolship Program.
- \$5,000 to Traverse Area Community Sailing to help fund the purchase of additional boats with TCL&P logos.
- \$5,000 to the Grand Traverse Pavilions Foundation to help fund the lighting and sound reinforcement of the Grand Lawn gazebo.
- \$10,000 to TART Trails to help fund the development of the Buffalo Ridge trail.
- \$5,000 to the Cherry-T Ball Drop for LED lights and an illuminated countdown clock.
- \$4,500 to Traverse City Area Public Schools to help fund the studies of electricity, magnets and motors for 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> graders.

The CIF has a \$75,000 budget allocated for the 2010-11 fiscal year and the above recommendations total \$59,500.

If the above recommendations are approved I will work with each organization to help promote the partnership and continued exposure of TCL&P and the CIF.

The CIF policy and all Common Grant Application Forms are attached. Complete grant applications are available at the TCL&P office for review. All requests are open for discussion.

If the Board is in agreement with the above recommendations, the following motions would be appropriate:

FOR THE LIGHT & POWER BOARD MEETING OF MARCH 22, 2011

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE TRAVERSE CITY AREA PUBLIC SCHOOL'S SCI-MA-TECH PROGRAM IN THE AMOUNT OF \$3,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE CITY OF TRAVERSE CITY'S BAY FRONT IMPROVEMENT PLAN BY FUNDING THE UNIVERSAL SMALL BOAT LAUNCH IN THE AMOUNT OF \$15,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE INLAND SEAS EDUCATIONAL ASSOCIATION'S GREAT LAKES SCHOOLSHIP PROGRAM FOR TEN TCAPS CLASSES IN THE AMOUNT OF \$12,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE TRAVERSE AREA COMMUNITY SAILING'S PURCHASE OF ADDITIONAL BOATS IN THE AMOUNT OF \$5,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE GRAND TRAVERSE PAVILIONS FOUNDATION'S PURCHASE OF LIGHTING AND SOUND REINFORCEMENT FOR THE GRAND LAWN GAZEBO IN THE AMOUNT OF \$5,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE TART TRAILS' DEVELOPMENT OF THE BUFFALO RIDGE TRAIL IN THE AMOUNT OF \$10,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE CHERRY-T BALL DROP'S PURCHASE OF LED LIGHTS AND AN ILLUMINATED COUNTDOWN CLOCK IN THE AMOUNT OF \$5,000.

MOVED BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT THE LIGHT AND POWER BOARD SUPPORT THE TRAVERSE CITY AREA PUBLIC SCHOOL'S STUDIES OF ELECTRICITY, MAGNETS AND MOTORS FOR 1<sup>ST</sup>, 3<sup>RD</sup> AND 4<sup>TH</sup> GRADERS IN THE AMOUNT OF \$4,500.



## Traverse City Light and Power Community Investment Fund

### Provisions and Guidelines

Revised April 2004

#### **About the Community Investment Fund**

Our mission at Traverse City Light and Power (Light and Power) is to provide safe, reliable electricity at the lowest rates in the area. At the same time, we have a responsibility to invest our resources in the community we serve, with the goal of helping to make our town a better place to live. One way we do that is through the Community Investment Fund (CIF). Each year, Light and Power allocates funds to the CIF for the purpose of providing assistance to non-profit organizations in the Light and Power service area.

#### **Our Values and Vision**

The vision of the CIF is to enhance the quality of life in the Traverse City area by supporting the values that are commonly shared in our community. Traverse City Light and Power charitable contributions are focused on three key areas:

- **Community Development** - Public infrastructure programs and other projects that provide a direct benefit to our customers and the people of the Traverse City area, with an emphasis on programs and projects within our service area.
- **Energy-Related Educational Programs** - Programs and projects that educate people of all ages about current and future energy sources, and the financial benefit of energy conservation.
- **Natural Resources/Environmental** - Programs and projects aimed at maintaining and improving the quality of natural resources, and supporting a sustainable environment in the Traverse City area.

#### **Community Investment Fund Guidelines**

Funds are generally awarded to foster and further the above values and vision to non-profit organizations or groups for specific educational, environmental and community development purposes. The requesting organization must reside in the Traverse City area, be non-profit (i.e. be exempt from federal income tax under the Internal Revenue Code) and operate for public purposes.

Preference is given for CIF requests that:

- Are one time in nature, rather than ongoing
- Benefit a large number of people
- Leverage funds from other sources
- Help programs increase their capacity to deliver services

The CIF does not provide support to:

- Individuals (including those seeking direct scholarships)
- Political parties, organizations or activities
- Religious organizations for religious (denominational) purposes
- Student group trips
- National or international organizations, unless they are providing benefits directly to our service-area residents

### **How To Apply**

The Council of Michigan Foundations' Common Grant Application forms and instructions are available online at [www.tclp.org](http://www.tclp.org), or at the Light and Power administrative offices located at 1131 Hastings Street, Traverse City, Michigan 49686. **A completed application form must accompany all requests. Please submit completed requests to:**

Traverse City Light and Power  
Community Investment Fund  
1131 Hastings Street  
Traverse City, MI 49686

Grant applications are accepted at any time throughout the year, and are reviewed periodically.

### **Application Format:**

1. All requests must be in writing and should be directed to the Traverse City Light and Power Community Investment Fund.
2. Requests should include a cover letter, brief summary of the requests, supporting documentation and a completed grant application form. Please keep requests brief and to the point.
3. Requests initiated by telephone will not be acted upon until a written request is received.
4. Requests initiated by facsimile are discouraged.
5. Send only one copy of your request.

**Community Investment Fund Requests: Winter 2010-11**

TC 4-H	TC Tinkers 4-H Robotics Club	\$10,000	To help fund the conversion of a gas powered automobile to electric
TCAPS	Traverse City Area Public Schools	\$5,000	To help purchase research equipment, provide a coordinator for the internship program and help defray overall costs for SCI-MA-TECH
GOODWILL	Goodwill Inn	\$10,000	To fund a renewable energy assessment to determine which form of renewable energy would best assist in lowering Goodwill's utility bill and ecological footprint
CITY TC	City of Traverse City	\$25,000	To help fund the Bay Front Plan implementation
GTCHD	GT County Health Department	\$25,000	To help fund the electrical and wiring upgrades for the Emergency Operations Center expansion and renovation
ISEA	Inland Seas Educational Association	\$12,000	To help fund 10 TCAPS schools to take part in the Great Lakes Schoolship Program
UW	United Way of NW Michigan	\$10,000	To reimburse mileage expenses for the Retired and Senior Volunteer Program
COH	City Opera House	\$15,000	To help fund separate male and female dressing rooms
TACS	Traverse Area Community Sailing	\$5,000	To help fund the purchase of additional boats
GTPF	Grand Traverse Pavilions Foundation	\$25,000	To help fund the lighting and sound reinforcement of a 40 ft gazebo for the Grand Lawn of The Pavilions
PH	Preserve Hickory	\$5,000	To help fund the publication of <i>Light the Night</i> , a pictorial history of Hickory Hills ski area
BARC	Bay Area Recycling for Charities	\$75,000	To fund a study to explore the opportunities of a TC based waste to energy program with the intent of producing clean energy from a renewable resource.
CHS	Catholic Human Services	\$15,000	To help fund the placement of high school students who can no longer safely live at home and allow them to finish high school in an adult-supervised, supportive home.
TART	TART Trails	\$20,000	To help fund the development of the Buffalo Ridge trail between Division St. and the existing trail at West Middle School

MHA	Maritime Heritage Alliance	\$15,000	To help fund the purchase of materials for the building of an additional dock at the TCL&P coal dock location
CTBD	Cherry T Ball Drop	\$7,300	To fund the purchase of LED lights for the cherry ball, an illuminated countdown clock, street barricades and advertising/marketing for the event
BSA	Boy Scouts of America Scenic Trails Council	\$10,000	To help fund the purchase of new tents and camping equipment for Camp Greilick
SEEDS	SEEDS	\$13,290	To help fund the building of mobile energy demonstration carts for education
TCAPS	Traverse City Area Public Schools	\$4,500	To help fund 1st, 3rd and 4th graders to pursue studies of the physical concepts regarding electricity, magnets and motors
GTBWC	Grand Traverse Bay Watershed Center	\$17,093	To help fund the publishing and distribution of <i>Up North Shoreline: Stewardship Homeowner's Guide to Shoreline Stewardship</i> and to help print additional copies of the <i>Grand Traverse Bay Watershed Protection Plan</i> brochure (supported by TCL&P in 2004 - \$1,000)



# Common Grant Application

## Cover Sheet

Date of Application: September 28, 2010

Legal name of organization applying: TC Tinkers 4-H Robot Club  
(Should be same as on IRS determination letter and as supplied on IRS Form 990.)

Year Founded: 2009 Current Operating Budget: \$ 12,000

Executive Director: Joshua Graham Phone number 231-369-2998  
(include Area Code) cell: 570-2659

Contact person/title/phone number  
(if different from executive director): Paul Grayson  
231-883-4463

Address (principal/administrative office): 390 4-Mile Rd. S.

City/State/Zip: Traverse City Michigan 49686

Fax Number: — E-mail Address: pgrayson@aimagic.org

List any previous support from this funder in the last five years: None

Project Name: TC Tinkers 4H Robot Club Electric Car Conversion

Purpose of Grant (one sentence): The purpose of the grant is to purchase components needed for area youths to learn to convert a gas powered automobile to electric by actually doing one.

Dates of the Project: November 2010-April 2011 Amount Requested: \$ 10,000

Total Project Cost: \$ 14,675

Geographic Area Served: Grand Traverse County and adjacent counties in Northwest lower Michigan

Paul F. Grayson  
**Signature, Chairperson, Board of Directors**  
Paul F. Grayson  
**Typed Name and Title**

9-28-10  
**Date**

Joshua Graham  
**Signature, Executive Director**  
Joshua T. Graham  
**Typed Name and Title**

9-28-10  
**Date**



TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

## Cover Sheet

Date of Application: September 30, 2010

Legal name of organization applying: Traverse City Area Public Schools  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1883 Current Operating Budget: \$ 84,970,981

Executive Director: Stephen Cousins, Superintendent Phone number (231) 933-1725  
(include Area Code)

Contact person/title/phone number  
*(if different from executive director):* John Failor, SCI-MA-TECH Director, (231) 933-5738  
Cindy Berck, Director of Human Resources (231) 933-1716

Address *(principal/administrative office):* 412 Webster Street

City/State/Zip: Traverse City, Michigan 49686

Fax Number: (231) 933-1782 E-mail Address: failorjo@tcaps.net  
berckci@tcaps.net

List any previous support from this funder in the last five years: May 2002-\$5,000; Jan 2003-\$5,000  
Jan 2004-\$5,000; Nov 2004-\$5,000; Nov 2005-\$5,000; Nov 2006-\$3,000;  
Nov 2007-\$3,000; Nov 2008-\$5,000; Nov 2009-\$5,000

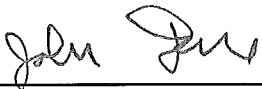
Project Name: SCI-MA-TECH Program

Purpose of Grant *(one sentence):* To help purchase research equipment, provide a  
coordinator for the internship program, and help defray costs for college  
visitations and local field trips.


Dates of the Project: 2010-2011 Schoolyear Amount Requested: \$ 5,000

Total Project Cost: \$166,801

Geographic Area Served: Northwest Michigan Area 9-12th Grade Students

  
*Signature, Chairperson, Board of Directors*  
John Failor, SCI-MA-TECH Director  
*Typed Name and Title*

September 30, 2010  
*Date*

  
*Signature, Executive Director*  
Stephen Cousins, Superintendent  
*Typed Name and Title*

September 30, 2010  
*Date*



**Date of Application:** September 30, 2010  
**Legal name of organization applying:** GW Homeless Services of Northern Michigan, Inc.  
**Year Founded:** 1972  
**Current Operating Budget:** \$8,464,790  
**Executive Director/phone number:** Cecil McNally / 231.995.7710  
**Contact person/title/phone number:** Leah Bagdon McCallum  
 Director of Fund Development / 231.995.7719  
**Address:** 2279 South Airport Road West  
 Traverse City, MI 49684  
**Fax Number:** 231.922.2053  
**E-mail Address:** leahm@goodwillnmi.org

**List any previous support from this funder in the last five years:**

- Summer 2010 - \$4,735 for temperature control software at the Goodwill Inn
- Winter 2009 - \$2,000 for Goodwill Inn General Operations
- Spring 2009 - \$9,000 for Goodwill Inn Freezer/Storage Capacity Expansion and Enhancement
- Fall 2006 - \$36,000 Worth of In-Kind Donations for Equipment and Services Related to Transformer Installation at the Goodwill Inn

**Project Name:**

Improving Energy Efficiency at the Goodwill Inn Through Renewable Energy:  
A Renewable Energy Assessment

**Purpose of Grant:**

We respectfully request grant support from Traverse City Light & Power to fund a renewable energy assessment at the Goodwill Inn. Each night, between 80 and 90 individuals stay at the Goodwill Inn, and the costs associated with electricity, temperature control, water heating and other utilities are substantial. TCL&P's support of an assessment would make it possible for us to implement a results-based renewable energy program (i.e. wind turbines, solar panels, photovoltaic cells, etc.). Such a program would allow us to save money on utilities – money which would be redirected to programs and services that benefit homeless people served at the Goodwill Inn. Additionally, we will be improving our overall energy efficiency and mitigating the negative environmental impact of operating the Goodwill Inn.

**Dates of the Project:**

Fall 2010

**Total Project Cost:**

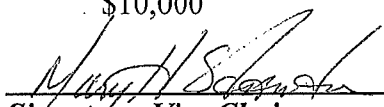
\$10,000

**Amount Requested:**

\$10,000

**Geographic Area Served:**

The Greater Grand Traverse Region

  
\_\_\_\_\_  
*Signature, Vice Chairperson, Board of Directors*

Mary Stanton

  
\_\_\_\_\_  
*Date*

  
\_\_\_\_\_  
*Signature, Executive Director*

Cecil McNally

  
\_\_\_\_\_  
*Date*



TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

Cover Sheet

Date of Application: 1/25/11

Legal name of organization applying: City of Traverse City  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1895 Current Operating Budget: \$ \$13,691,400

Executive Director: R Ben Bifoss (City Manager) Phone number 231-922-4440  
*(include Area Code)*

Contact person/title/phone number  
*(if different from executive director):* Russ Soyring, City Planner, 922-4465

Address *(principal/administrative office):* 400 Boardman Avenue

City/State/Zip: Traverse City, MI 49684

Fax Number: 231-922-4476 E-mail Address: RSoyring@ci.traverse-city.mi.us

List any previous support from this funder in the last five years: \$5,500 was received in January 2007 for a purchase of a segway for the Police Department

Project Name: Bayfront Plan Implementation

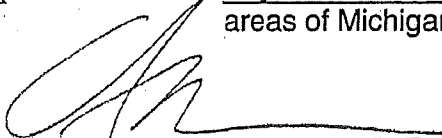
Purpose of Grant *(one sentence):* \_\_\_\_\_

The City of Traverse City is seeking funds to create an exceptional public space at the City's historic Waterfront, thereby delivering tangible results from an unprecedented public involvement and community planning process and creating a world class destination for visitors and an economic driver for our community.

Dates of the Project: January, 2011 - December, 2012 Amount Requested: \$ 25,000

Total Project Cost: \$ 1,352,400

Geographic Area Served: City of Traverse City, and visitors from the Grand Traverse Area, other areas of Michigan and beyond

  
\_\_\_\_\_  
*Signature, Chairperson, Board of Directors*  
Chris Bzdok, Mayor

1/28/2011  
\_\_\_\_\_  
*Date*

*Typed Name and Title*

  
\_\_\_\_\_  
*Signature, Executive Director*  
R. Ben Bifoss, City Manager

1/28/2011  
\_\_\_\_\_  
*Date*

*Typed Name and Title*





# Common Grant Application

## Cover Sheet

Date of Application: January 11, 2011

Legal name of organization applying: Grand Traverse County Health Department

*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1851

Current Operating Budget: \$ 6,138,467.00

Executive Director: Frederick L. Keeslar

Phone number 231 922-2701

*(include Area Code)*

Contact person/title/phone number

*(if different from executive director):* Same

Address *(principal/administrative office):* 2325 Garfield Road North

City/State/Zip: Traverse City, MI 49686

Fax Number: 231 922-4629

E-mail Address: fkeeslar@gtchd.org

List any previous support from this funder in the last five years: \_\_\_\_\_

Project Name: Emergency Operations Center Renovation & Expansion

Purpose of Grant *(one sentence):* This grant requests partial funding for electrical and wiring upgrades for the Emergency Operations Center expansion portion of the Grand Traverse County Health Department Health Services Building expansion and renovation.

Dates of the Project:

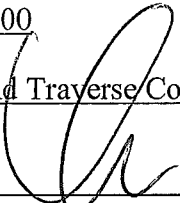
June 1 2011 thru

September 30, 2012

Amount Requested: \$25,000.00

Total Project Cost: \$ 410,202.00

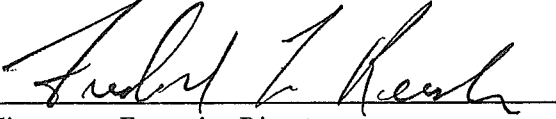
Geographic Area Served: Grand Traverse County

  
\_\_\_\_\_  
*Signature, Chairperson, Board of Directors*

**Larry Inman, Chairman**

*Typed Name and Title*

1-12-11  
\_\_\_\_\_  
*Date*

  
\_\_\_\_\_  
*Signature, Executive Director*

**Frederick L. Keeslar, RS, MSPH, Health Officer**

*Typed Name and Title*

Jan 12, 2011  
\_\_\_\_\_  
*Date*



December 28, 2010

Jim Cooper  
Key Accounts and Marketing Manager  
Traverse City Light and Power  
1131 Hastings Street  
Traverse City, MI 49686

Dear Mr. Cooper,

The Inland Seas Education Association is pleased to submit the enclosed proposal for grant support from Traverse City Light and Power. Funds from this request will be used to support Traverse City Area Schools and the Great Lakes Schoolship.

The proposal follows the online guidelines published on the TCL&P website and includes all required attachments, as well as two letters of support (any additional letters of support will be forwarded to you). All of the schools who will benefit from this grant are located within the TCL&P service area.

Should you require more detail or additional information, please let me know.

We look forward to your response.

Best Regards,

Kim Biocchi  
Director of Administration  
and Operations

INLAND SEAS EDUCATION ASSOCIATION

P.O. Box 218 100 Dame Street Suttons Bay, Michigan 49682

phone (231) 271-3077 fax (231) 271-3088 email [isea@schoolship.org](mailto:isea@schoolship.org) [www.schoolship.org](http://www.schoolship.org)



# Common Grant Application

## Cover Sheet

Date of Application: 1/21/11

Legal name of organization applying: United Way of NW MICHIGAN RSVP  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1971 Current Operating Budget: \$ 97,941

Executive Director: STEVEN WADE Phone number 231-947-3200  
*(include Area Code)*

Contact person/title/phone number  
*(if different from executive director):* SUSAN McQUAID, DIRECTOR RSVP/Vol.Center

Address *(principal/administrative office):* 521 S. UNION

City/State/Zip: TRAVERSE CITY, MICH. 49684

Fax Number: 947-3201 E-mail Address: SUSAN@UNITEDWAYNWMI.org

List any previous support from this funder in the last five years: - 0 -

Project Name: RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

Purpose of Grant *(one sentence):* MILEAGE REIMBURSEMENT FOR VOLUNTEERS IN NORTHWEST MICHIGAN

Dates of the Project: 2011 Amount Requested: \$ 10,000

Total Project Cost: \$ 10,000

Geographic Area Served: ANTRIM, BENZIE, KALKASKA, LEELANAU & GRAND TRAVERSE COUNTIES

*Mark J. Eckhoff*  
*Signature, Chairperson, Board of Directors*  
Mark J. Eckhoff  
*Typed Name and Title*

1/20/2011  
*Date*

*Steven Wade*  
*Signature, Executive Director*  
STEVEN WADE  
*Typed Name and Title*

1.20.11  
*Date*

Traverse City Light & Power Grant Application  
City Opera House  
Dressing Room Renovation

Date of Application: January 15, 2011

Legal name of organization applying: City Opera House Heritage Association

Year Founded: 1892 . Current Operating Budget \$662,609

Executive Director: Michael Brand Phone Number: 517-884-3111

Contact person/title/phone number: Kathleen Kenny, Director of Development, 231-941-8082 ext. 207

Address: 106 East Front Street, Traverse City, MI 49686 Fax: 231-941-7374

Email: development@cityoperahouse.org

List any previous support from this funder in the last five years: Traverse City Light & Power funded the Binsfeld Auditorium lighting at the City Opera House in the amount of \$50,000, which was received between 2002-2006.

Project Name: City Opera House Dressing Room Renovation

Purpose of Grant (one sentence): The purpose of this grant is to fund secure separate male and female dressing rooms, which would allow the City Opera House to book more performances and renters.

Dates of the Project: August 2010-September 2011 Amount Requested \$15,000

Total Project Cost: \$120,866 Geographic Area Served: Grand Traverse

X Sara Harding 1/19/2011  
Co-Chair, Board of Directors Date

Sara Harding, Board Co-Chair

X Michael Brand  
Executive Director Date

Michael Brand, Executive Director

**TRAVERSE CITY LIGHT & POWER  
Common Grant Application  
Cover Sheet**

Date of Application: **JANUARY 26, 2011**

Legal name of organization applying: **TRAVERSE AREA COMMUNITY SAILING (TACS)**

Year Founded: **1994**

Current Operating Budget: **\$75,000**

Executive Director: **NONE**

Contact Persons: **JIM SORBIE, PRESIDENT or ERIC LIND, PAST PRESIDENT  
326-5728(hm) & 590-5341(cell) 271-2647(hm) or 218-3700(cell)**

Address (*principal/administrative office*): **P O BOX 4149**

City/State/Zip: **TRAVERSE CITY MI 49685-4149**

Fax Number: **231-922-1856** E-mail Address: **TACS@TACSAILING.COM**

List any previous support from this funder in the last five years: **NONE**

Project Name: **FLEET EXPANSION**

Purpose of Grant (*one sentence*): **RECENT GROWTH OF OUR VARIOUS PROGRAMS HAS CAUSED A NEED FOR ADDITIONAL BOATS FOR OUR FLEET.**

Dates of the Project: **2011**

Amount Requested: **\$5,000**

Total Project Cost: **\$25,000**

Geographic Area Served: **GRAND TRAVERSE REGION**

 Jan 26, 2011  
Signature, Past President, Board of Directors Date

**ERIC LIND, PAST PRESIDENT**  
*Typed Name and Title*

Traverse City  
Light & Power

**Common Grant Application**

**Cover Sheet**

Date of Application: January 28, 2011

Legal name of organization applying: Grand Traverse Pavilions Foundation

Year Founded: 1987

Current Operating Budget: \$250,000

Executive Director: Patricia DeAgostino

Phone number: (231) 932-3027

Address: 1000 Pavilions Circle

City/State/Zip: Traverse City, MI 49684

Fax Number: (231) 932-3003

E-mail Address: pdeagostino@gtpavilions.com

List any previous support from this funder the last five years: \$2,000 Quad Receptacle

Project Name: Let There Be Light & Sound Project

Purpose of Grant: This grant will fund the lighting and sound reinforcement of a 40-foot Gazebo for the Grand Lawn of The Pavilions. The Gazebo will facilitate annual summer concerts and gatherings at Grand Traverse Pavilions.

Date of the Project: 2011 to Completion

Amount Requested: \$25,000

Total Project Cost: \$300,000

Geographic Area Served: The project is situated in Grand Traverse County with availability to individuals in Antrim, Benzie, Kalkaska, Leelanau, and Wexford counties along with visitors from rest of Michigan and country.

Evelyn Richardson

-----  
**Signature, Chairperson, Board of Directors**  
Evelyn Richardson, Chair

01/25/2011

-----  
**Date:**

-----  
**Typed Name and Title**

Patricia DeAgostino

-----  
1/28/11

-----  
**Signature, Development/Marketing Director**  
Patricia DeAgostino, Development/Marketing Director

-----  
**Date:**

-----  
**Typed Name and Title**

**Traverse City Light and Power Community Investment Fund Grant Application**  
**Cover Sheet**

**Date of Application:** January 28, 2011

**Legal name of organization applying:** Preserve Hickory

**Year founded:** 2010    **Current total operating budget:** \$40,000

**Chairperson(s):** Laura Ness & Maureen Madion

**Phone number:** 231-883-4475 (Laura)

**Address:** Preserve Hickory, c/o Laura Ness, 233 N. Madison Street, Traverse City, Michigan 49684

**E-mail address:** [lauraness@charter.net](mailto:lauraness@charter.net)

**Web address:** [www.preservehickory.com](http://www.preservehickory.com)

**List any previous support from this funder previously:** None

**Project name:** *Light the Night*, a pictorial history of Hickory Hills

**Purpose of grant:** A Community Investment Fund grant will directly fund the publication of *Light the Night*, a pictorial history of Hickory Hills Ski area authored by two students, Molly (Madion) Tompkins and Ryan Ness, with all proceeds dedicated to Hickory Hills.

**Dates of the project:** 24 months: March 2010-March 2012

**Total project cost:** \$31,000

Chairperson Signature: \_\_\_\_\_





# Common Grant Application

## Cover Sheet

Date of Application: 01-31-11

Legal name of organization applying: BAY AREA RECYCLING FOR CHARITIES, INC.  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 2008 Current Operating Budget: \$ 250,000 / YEAR

Executive Director: ANDREW GALE Phone number 231-884-3417  
(include Area Code)

Contact person/title/phone number  
(if different from executive director): SAME

Address (principal/administrative office): 8025 S. GOOD HARBOR TRAIL

City/State/Zip: CEDAR, MI 49621

Fax Number: 866-331-9513 E-mail Address: ANDY@BAYAREARECYCLING.NET

List any previous support from this funder in the last five years: NONE

Project Name: BARC WASTE TO ENERGY GRANT

Purpose of Grant (one sentence): TO EXPLORE THE OPPORTUNITIES OF  
A TRVERSE CITY BASED WASTE TO ENERGY  
PROGRAM, WITH THE INTENT OF PRODUCING CLEAN  
ENERGY FROM A RENEWABLE RESOURCE.

Dates of the Project: 6-12 MONTHS FROM START. Amount Requested: \$ 75,000 -

Total Project Cost: \$ 75,000 -

Geographic Area Served: 5 COUNTIES IN BAY AREA  
1. ANTRIM }  
2. FALKASKA }  
3. GRAND TRAVERSE }  
4. LEELANAU }  
5. BENZIE }

Andrew Gale  
*Signature, Chairperson, Board of Directors*  
ANDREW GALE / CINDY GALE  
*Typed Name and Title*

01-31-2011  
*Date*

Andrew Gale  
*Signature, Executive Director*

01-31-2011  
*Date*





TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

## Cover Sheet

Date of Application: 2/1/11

Legal name of organization applying: Catholic Human Services, Inc.  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1972 Current Operating Budget: \$ Host Homes Only - 79,000

Executive Director: David Martin Phone number 231-947-8110  
(include Area Code) ext

Contact person/title/phone number  
(if different from executive director): Marybeth Novak, Prevention Program Coordinator  
- 231-929-7070 ext 23

Address (principal/administrative office): 1000 Hastings St.

City/State/Zip: Traverse City, MI 49686

Fax Number: 929-1247 E-mail Address: m.novak@catholichumanservices.org

List any previous support from this funder in the last five years: -0-

Project Name: Host Homes for Homeless Youth

Purpose of Grant (one sentence): To keep high school students who can no longer safely live at home safe and allow them to finish high school in an adult-supervised, supportive home.

Dates of the Project: ongoing - 2/1/11 - 9/30/11 Amount Requested: \$ 15,000

Total Project Cost: \$ 84,000 (to serve 20 students for a full year)

Geographic Area Served: Antrim, Kalkaska, Leelanau, Benzie & Grand Traverse Counties.

Barbara Soffredine  
Signature, Chairperson, Board of Directors  
Barbara Soffredine  
Typed Name and Title Board Chair

1/31/11  
Date

David Martin  
Signature, Executive Director  
David R. Martin CEO  
Typed Name and Title

1/31/11  
Date

TART Trails  
Common Grant Application  
Cover Sheet

Date of Application: 2/1/11

Legal name of organization applying: Traverse Area Recreation and Transportation Trails, Inc.  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1998 Current Operating Budget: \$506,200

Executive Director: Julie Clark Phone number: (231) 941-4300

Contact person/title/phone number: \_\_\_\_\_  
*(if different from executive director)*

Address (principal/administrative office): PO Box 252  
Traverse City MI 49685

Fax Number: N/A E-mail Address: julie@traversetrails.org

List any previous support from this funder in the last five years: 6/16/10 \$1,500 Milepost sponsor -  
7/22/08 \$1,500 Milepost sponsor- TCLP marketing TCLP marketing  
4/18/08 \$300 Smart Commute Week sponsor- TCLP marketing  
12/31/07 \$500 Traverse Magazine Ad- TCLP marketing  
7/31/07 \$1,500 Milepost sponsor- TCLP marketing  
4/27/05 \$1000 Brochure sponsor- TCLP marketing  
7/29/04 \$16,000 Final payment of a \$50,000 gift in support of TART's Pathways to  
the Future Capital Campaign

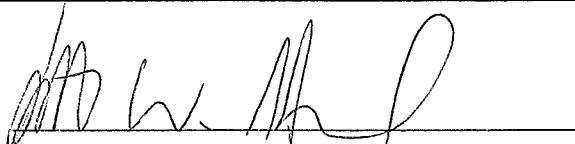
Project Name: Buffalo Ridge Trail

Purpose of Grant (one sentence): The grant will help pay for development of the Buffalo Ridge trail between Division St. and the existing trail at West Middle School.

Dates of the Project: Apr 2011-May 2011 Amount Requested: \$20,000

Total Project Cost: \$645,000

Geographic Area Served: Traverse City and Garfield Township



1/31/11

Signature, Chairperson, Board of Directors

Date

Scott Howard, TART Board President

*Typed Name and Title*



1/31/11

Date

Signature, Executive Director

Julie Clark, Executive Director

*Typed Name and Title*



TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

Cover Sheet

Date of Application: February 1, 2011

Legal name of organization applying: Maritime Heritage Alliance  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1982 Current Operating Budget: \$ 247,000

Executive Director: Mark Thompson Phone number 231-645-1625  
(include Area Code)

Contact person/title/phone number  
(if different from executive director): \_\_\_\_\_

Address (principal/administrative office): 13268 S. West Bayshore Dr

City/State/Zip: Traverse City MI 49684

Fax Number: - E-mail Address: mark@maritimeheritagealliance.org

List any previous support from this funder in the last five years: harbor lease

Project Name: Small Boat dock

Purpose of Grant (one sentence): to provide the funds to purchase the materials for building additional docks in the TCLP harbor, subject to approval by TCLP

Dates of the Project: March 15 - May 30 Amount Requested: \$ 15,000

Total Project Cost: \$ \_\_\_\_\_

Geographic Area Served: TC community and Statewide visitors

Rod Jones  
Signature, Chairperson, Board of Directors  
ROD JONES, PRESIDENT  
Typed Name and Title

1 Feb 11  
Date

Mark Thompson  
Signature, Executive Director  
Mark Thompson, Exec. Dir.  
Typed Name and Title

1 Feb 11  
Date



Date of Application: 1/31/11

Legal name of organization applying: CHERRY T BALL DROP  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 2009 Current Operating Budget: \$ 8,800

Executive Director: N/A Phone number  
(include Area Code)

Contact person/title/phone number  
*(if different from executive director):* CHRISTAL WILCOX - VICE PRESIDENT  
231.218.2676

Address *(principal/administrative office):* <sup>cto</sup> Darga Works 101 Park St.

City/State/Zip: Traverse City, MI 49684

Fax Number: \_\_\_\_\_ E-mail Address: mizzchristal@gmail.com

List any previous support from this funder in the last five years: N/A

Project Name: Cherry T Ball Drop New Years Eve 2011

Purpose of Grant *(one sentence):* To purchase energy efficient LED lights for the Cherry Ball, an illuminated countdown clock, street barricades and advertising/marketing for the event

Dates of the Project: 12.31.11-1.1.12 Amount Requested: \$ 7,300

Total Project Cost: \$ 7,300

Geographic Area Served: Grand Traverse County Directly

*Christal Wilcox* 1.31.11  
*Signature, Chairperson, Board of Directors* *Date*  
CHRISTAL WILCOX VICE PRESIDENT  
*Typed Name and Title*

\_\_\_\_\_  
*Signature, Executive Director* *Date*  
\_\_\_\_\_  
*Typed Name and Title*

**Traverse City Light & Power Grant Application  
Scenic Trails Council, Boy Scouts of America**

Date of Application: January 31, 2011

Legal name of organization applying: Scenic Trails Council, Boy Scouts of America

Year Founded: 1910 Current Operating Budget \$935,696

Executive Director: Daniel Hogan Phone Number: 231-947-7071

Contact person/title/phone number: Daniel Hogan, Executive Director, 231-947-7071

Address: 1499 Business Park Drive, Traverse City, MI 49686 Fax: 231-947-7072

Email: Dan.Hogan@scouting.org

List any previous support from this funder in the last five years: None at this time.

**Project Name:** Scenic Trails Council Camping Package

Purpose of Grant (one sentence): The purpose of this grant is to provide scouts and scouters the ability to spend a night, a weekend or a week of camping with a tent.

Dates of the Project: December 2010 - July 2011 Amount Requested \$10,000

Total Project Cost: \$20,000 Geographic Area Served: 13 counties including Grand Traverse.



Michael J. Ennis  
Council President



Daniel C. Hogan  
Scout Executive



TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

## Cover Sheet

Date of Application: February 1, 2011

Legal name of organization applying: SEEDS  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1999 Current Operating Budget: \$ \_\_\_\_\_

Executive Director: Sarna Salzman Phone number 231.947.0812  
(include Area Code)

Contact person/title/phone number  
*(if different from executive director):* \_\_\_\_\_

Address (principal/administrative office): PO Box 2454

City/State/Zip: TRAVERSE CITY MI 49685

Fax Number: same E-mail Address: sarna@ecoseeds.org

List any previous support from this funder in the last five years: \_\_\_\_\_

Project Name: Mobile Renewable Energy Demonstration

Purpose of Grant (one sentence): Utilize area youth to build mobile energy demonstration carts for education.

Dates of the Project: March 2011 - March 2012 Amount Requested: \$ 13,289.75

Total Project Cost: \$ 24,094.50

Geographic Area Served: NW Michigan via Northwestern Michigan College

John Taylor  
*Signature, Chairperson, Board of Directors*  
John Taylor Chairperson  
*Typed Name and Title*

2-1-11  
*Date*

Sarna Salzman  
*Signature, Executive Director*  
SARNA SALZMAN, EXEC DIR  
*Typed Name and Title*

2-1-11  
*Date*



TRAVERSE CITY  
**LIGHT & POWER**  
 Investing Our Energy In You

# Common Grant Application

## Cover Sheet

Date of Application: January 30, 2011

Legal name of organization applying: Traverse City Area Public Schools

Year Founded: 1901 (Should be same as on IRS determination letter and as supplied on IRS Form 990.)  
 Current Operating Budget: \$86,376,888

Executive Director: Stephen Cousins, TCAPS Superintendent Phone number (231) 933-1725

Contact person/title/phone number: Sander Scott, Elementary Science District Coordinator, (231) 933-7972  
(if different from executive director)

Address (principal/administrative office): Westwoods Elementary School, 1500 Fisher Road

City/State/Zip: Traverse City, Michigan, 49685

Fax Number: (231) 933-8520 E-mail Address: scottsa@tcaps.net

List any previous support from this funder in the last five years: 2006 - \$4,500; 2007 - \$4,500; 2008 - \$4,500; 2009 - \$4,500; 2010 - \$4,500


Project Name: Magnets for 1<sup>st</sup> grade, Matter & Energy for 3<sup>rd</sup> grade and Electric Circuits & Magnetism for 4<sup>th</sup> grade

Purpose of Grant (one sentence): To allow our 1<sup>st</sup> grade (enrollment 580), 3<sup>rd</sup> grade (enrollment 639) and 4<sup>th</sup> grade (enrollment 676) to pursue their studies of the physical concepts regarding electricity, magnets and energy.

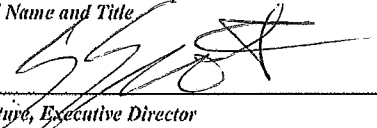
Dates of the Project: September 2010 through June 2011 Amount Requested: \$4,500

Total Project Cost: \$ \_\_\_\_\_

Geographic Area Served: All Traverse City Area Public Schools

  
 \_\_\_\_\_  
*Signature, Chairperson, Board of Directors*  
Stephen Cousins, TCAPS Superintendent  
*Typed Name and Title*

January 30, 2011  
*Date*

  
 \_\_\_\_\_  
*Signature, Executive Director*  
Sander Scott, Elementary Science District Coordinator  
*Typed Name and Title*

January 30, 2011  
*Date*



TRAVERSE CITY  
LIGHT & POWER

# Common Grant Application

## Cover Sheet

Date of Application: 1.27.11

Legal name of organization applying: GRAND TRAVERSE BAY WATERSHED INITIATIVE  
*(Should be same as on IRS determination letter and as supplied on IRS Form 990.)*

Year Founded: 1994 Current Operating Budget: \$ \_\_\_\_\_

Executive Director: ANDY KNOT Phone number 231.935.1514  
(include Area Code)

Contact person/title/phone number  
(if different from executive director): \_\_\_\_\_

Address (principal/administrative office): 13725 WEST BAY SHORE DR.

City/State/Zip: TRAVERSE CITY, MI 49684

Fax Number: 231.935.3829 E-mail Address: AKNOT@GTBALL.ORG

List any previous support from this funder in the last five years: N/A

Project Name: UP NORTH SHOULDER AND GRAND TRAVERSE BAY WATERSHED PROTECTION

Purpose of Grant (one sentence): TO PUBLISH AND DISTRIBUTE AN EDUCATIONAL BROCHURE UP NORTH SHOULDER - HOMEOWNERS GUIDE TO SHOULDER STEWARDSHIP, AND TO PRINT ADDITIONAL COPIES OF THE GRAND TRAVERSE BAY WATERSHED PROTECTION BROCHURE, WHICH WAS PREVIOUSLY FUNDED.

Dates of the Project: FEBRUARY 28 - MAY 2, 2011 Amount Requested: \$ 17,093

Total Project Cost: \$ 29,030

Geographic Area Served: GRAND TRAVERSE BAY WATERSHED

Troy Napera  
**Signature, Chairperson, Board of Directors**  
Troy R. Napera Vice-Chair  
**Typed Name and Title**

1/31/11  
**Date**

Andrew J. Knot  
**Signature, Executive Director**  
ANDREW J. KNOT, EXECUTIVE DIRECTOR  
**Typed Name and Title**

1/31/11  
**Date**