

**TRAVERSE CITY
LIGHT AND POWER BOARD**

Minutes of Regular Meeting
Held at 5:15 p.m.

A regular meeting was called to order remotely as authorized by the Executive Order of the
Governor.

Tuesday, July 14, 2020

Board Members -

Present: John Taylor, Elysha Davila, Ross Hammersley, Amy Shamroe, Tim Werner, Paul Heiberger, Pat McGuire

Absent: None

Ex Officio Member -

Present: Penny Hill, Assistant City Manager

Others: Tim Arends, W. Peter Doren (Legal Counsel), Karla Myers-Beman, Scott Menhart, Kelli Schroeder, Daren Dixon, Tony Chartrand, Jacob Hardy

Item 2 on the Agenda being Disclosure of Recusal – None

Item 3 General Public Comment

None.

Item 4 on the Agenda being Consent Calendar

Moved by McGuire, seconded by Shamroe, that the following actions, as recommended on the Consent Calendar portion of the Agenda, be approved.

- a. Approved the Agenda.
- b. Approved minutes of the Regular meeting of June 9, 2020 and the Study Session of June 23, 2020.
- c. Received and filed minutes of the HR Ad Hoc Committee meeting of June 25, 2020.
- d. Consideration of amending the Letter of Understanding with Venture North. (Approval recommended) (Arends)

That the Board authorizes staff to execute a fifth letter of understanding amending the language regarding covering Venture North's administrative costs from 1.5% of loan payments to \$650 flat amount to be paid from the customer's TCLP rebate.

Yes: Amy Shamroe, Patrick McGuire, Elysha Davila, Paul Heiberger, John Taylor, Tim Werner, Ross Hammersley

Absent: None

CARRIED 7-0 on a roll call vote

Items Removed from the Consent Calendar

None.

Item 5 on the Agenda being Unfinished Business

- a. Consideration of authorizing staff to issue request for proposal for construction, operation and maintenance of a solar generating facility located at the Traverse City Light & Power owned property located on Cedar Run Road.

The following individuals addressed the Board:

Tim Arends, Executive Director
Karla Myers-Beman, Controller

Moved by Davila, seconded by Hammersley, that the Light & Power Board directs staff to solicit bids for land lease and solar array development for TCLP property located on Cedar Run Road for the Board's consideration and approval.

Yes: Amy Shamroe, Elysha Davila, Paul Heiberger, John Taylor, Tim Werner, Ross Hammersley
No: Patrick McGuire
Absent: None

CARRIED 6-1 on a roll call vote

- b. Consideration of approving a periodic evaluation of Tim Arends, Executive Director.

The following individuals addressed the Board:

John Taylor, Board Chairman

Moved by Shamroe, seconded by McGuire, that the Board enter into closed session immediately following public comment to consider the annual personnel evaluation of the Executive Director.

Yes: Amy Shamroe, Patrick McGuire, Elysha Davila, Paul Heiberger, John Taylor, Tim Werner, Ross Hammersley
Absent: None

CARRIED 7-0 on a roll call vote

- c. Consideration of a letter subject to the attorney-client privilege.

The following individuals addressed the Board:

W. Peter Doren, General Counsel
Tim Arends, Executive Director

Moved by Shamroe, seconded by McGuire, that the Board enter into closed session immediately following public comment to consider a document exempt from disclosure by the Freedom of Information Act, i.e., a letter subject to the attorney-client privilege.

Yes: Amy Shamroe, Patrick McGuire, Elysha Davila, Paul Heiberger, John Taylor,
Tim Werner, Ross Hammersley
Absent: None

CARRIED 7-0 on a roll call vote

Item 6 on the Agenda being New Business

a. None.

Item 7 on the Agenda being Reports and Communications

a. From Legal Counsel.

None.

b. From Staff.

1. FTTP Update.

The following individuals addressed the Board:

Tim Arends, Executive Director
Scott Menhart, Chief Information Officer
Rob Worden, Network Design & Integration, Fujitsu
Lori Butler, Sr. Marketing Communications Manager

2. Strategic Plan Update.

The following individuals addressed the Board:

Tim Arends, Executive Director

3. Discussion of Termination of Electric Service Policy.

The following individuals addressed the Board:

Tim Arends, Executive Director
W. Peter Doren, General Counsel

A motion was proposed - Moved by Shamroe, seconded by Davila, that Traverse City Light and Power declares a moratorium on electric utility shut offs until changes to the policy by staff are made and proposed to the Board at the next board meeting.

Yes: Amy Shamroe, Patrick McGuire, Elysha Davila, Paul Heiberger,
John Taylor, Tim Werner
Absent: Ross Hammersley

CARRIED 6-0 on a roll call vote

Hammersley left meeting due to connection issues.

4. Update on On-Bill Financing Program.

The following individuals addressed the Board:

Tim Arends, Executive Director
Jacob Hardy, Key Accounts Mgr./Energy Technician

5. COVID-19 Update.

The following individuals addressed the Board:

Tim Arends, Executive Director
Karla Myers-Beman, Controller

6. Automated Metering Infrastructure Project Close out.

The following individuals addressed the Board:

Tim Arends, Executive Director
Scott Menhart, Information Systems Director
Karla Myers-Beman, Controller

7. Construction Work in Progress Update.

The following individuals addressed the Board:

Tim Arends, Executive Director

8. HR Update.

The following individuals addressed the Board:

Tim Arends, Executive Director
Kelli Schroeder, Manager of Human Resources & Communications

c. From Board

1. Chairman's Report.

None.

Item 8 on the Agenda being Public Comment

a. General

None.

Moved by Chairman Taylor to adjourn the meeting upon completion of the closed sessions.

Yes: Amy Shamroe, Patrick McGuire, Elysha Davila, Paul Heiberger, John Taylor,
Tim Werner

Absent: Ross Hammersley

CARRIED 6-0 on a roll call vote

Hammersley rejoined the meeting for the closed session.

There being no objection, Chairman Taylor declared the meeting adjourned at 9:05 p.m.



Tim Arends, Secretary
LIGHT AND POWER BOARD