



MINUTES OF THE BOARD OF COMMISSIONERS' MEETING
LANSING BOARD OF WATER AND LIGHT

May 27, 2014

The Board of Commissioners met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:30 p.m. on Tuesday, March 25, 2014.

Chairperson Sandra Zerkle called the meeting to order at 5:30 p.m.

Present: Commissioners Margaret Bossenbery, Dennis M. Louney, Anthony McCloud, Tony Mullen, David Price, Cynthia Ward and Sandra Zerkle.

Absent: Commissioner Tracy Thomas

The Corporate Secretary declared a quorum present.

Commissioner Bossenbery led the Pledge of Allegiance.

On behalf of the Board of Commissioners, Commissioner Bossenbery presented Board Appointed employee, Internal Auditor Phil Perkins with a certificate of appreciation for his 5th year employment anniversary.

APPROVAL OF MINUTES

Motion by Commissioner Bossenbery, seconded by Commissioner Mullen to approve the Regular Board Meeting minutes of March 25, 2014.

Action: Carried Unanimously

PUBLIC COMMENTS

MEMBERS OF THE PUBLIC ARE WELCOME TO SPEAK TO THE BOARD ON ANY AGENDA SUBJECT. ANYONE WISHING TO COMMENT ON ANY MATTER NOT ON THE AGENDA MAY DO SO IMMEDIATELY PRIOR TO ADJOURNMENT.

There was no Public Comment

COMMUNICATIONS

- a. Letter from State Representative Andy Schor re: Congratulations on "Build MI" Received and Placed on File

COMMITTEE REPORTS

COMMITTEE OF THE WHOLE
April 8, 2014

The Committee of the Whole of the Lansing Board of Water and Light met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:30 p.m. on Tuesday, April 8, 2014.

Committee of the Whole (COW) Chair Dennis M. Louney called the meeting to order and asked the Corporate Secretary to call the roll.

Present: Commissioners Dennis M. Louney, Margaret Bossenbery, Tony Mullen, Tracy Thomas, Cynthia Ward and Sandra Zerkle.

Absent: Commissioners David Price and Anthony McCloud.

Public Comments

None

Approval of Minutes

Motion by Commissioner Ward, Seconded by Commissioner Thomas to approve the Committee of the Whole meeting minutes of March 11, 2014.

Action: Motion Carried

Agenda Items rearranged to accommodate guest speakers' late arrival.

Report on Energy Efficiency/Renewable Portfolio Standard

This report is a Public Act requirement by the State of Michigan's Public Service Commission (MPSC). Public Act 295 (PA295) requires that the Board of Water & Light provide an annual update on its Renewable Energy Plans and Energy Optimization Plans to its Governing Board. This report is being presented to the Board of Water & Light's Commissioners, customers and the Public Service Commission. This report will also be posted in the Board of Water & Light's Connections Publication.

- **Energy Efficiency**

Sue Warren, Manager of Energy and Eco Strategies, provided an update on the Board of Water & Light's "Hometown Energy Savers" program. New to the program is an online audit and behavior program, which provides an analysis of customers' actual energy usage and provides information on potential savings opportunities. In addition, the low-income program has been renamed to "Hometown Help". Ms. Warren stated there are four customers whom have saved 1 million kilowatt hours of energy and they are being recognized with a plaque by the Board of Water & Light for their success. Ms. Warren stated that the Board of Water & Light is meeting its goals for Renewable Energy and Energy Optimization as well as staying well under their budget.

- **Renewable Energy Plan**

George Stojic, Executive Director of Strategic Planning and Development said all load serving utilities in the State of Michigan are required to meet the Renewable Portfolio Standards adopted by PA295 of 2008. The required standards are Renewable Credits to equal:

- 2% of retail sales by 2012
- 3.3% of retail sales by 2013
- 5% of retail sales by 2014
- 10% of retail sales by 2015

Mr. Stojic indicated that the BWL gets a credit rec for every megawatt hour that comes from a Renewable Energy Source that we either own or produce or that we procure through a purchase power agreement, and most of the Board of Water & Light's credits right now come through a purchase power agreement. The Board of Water & Light produces about 4% of retail sales from renewable energy sources. The Board of Water & Light has accumulated an inventory of REC's since 2009. With the 4% of REC's that the BWL produces and what is left in the inventory will get us through 2016; Also last year the BWL signed a wind contract that will help us meet requirements into 2017.

Mr. Stojic provided a brief overview of the Board of Water & Light's current portfolio that included:

- Granger landfill gas
- Tower Kleber Hydro
- Wind from Exelon Wind in Gratiot County
- Board of Water & Light's Solar & Hydro

Mr. Stojic commented that when the resources mentioned in the portfolio are producing as expected, there is close to 170,000 REC's coming in every year and 210,000-220,000 a year are needed, so additional REC's are needed to be obtained. Mr. Stojic stated that the BWL is looking at further wind development and is expanding the solar portfolio to meet the requirements and if necessary, purchasing REC's. In addition, the Board of Water & Light will continue to look at biomass products that would be compatible with existing generating plants.

"Do 1 Thing"

Committee of the Whole Chair Dennis Louney introduced Rhonda Overland-Program Founder and Ericka Mahoney-Executive Director of "Do 1 Thing"

Ms. Overland stated that "Do 1 Thing" is a program that started in 2005 after researching people's unpreparedness for disaster. As a result of the study, it was determined that people believe that being prepared for emergencies or disasters is too expensive or too hard, but the real reason is, people do not believe disaster will ever affect them and they do not personalize it.

Ms. Overland stated that she decided to create a program that would address barriers of being unprepared. Out of the program, she developed "Do 1 Thing" as a 12-month program in the form of a calendar. Ms. Overland presented and reviewed the calendar that contained three small steps for each month of the year to help families become better prepared for emergencies and disasters. Ms. Overland indicated that she would like to collaborate with

the Board of Water & Light to help inform people about the “Do 1 Thing” program as well encourage people to get prepared for disasters.

Committee of the Whole Chair Louney said this would be win-win collaboration because the BWL does have resources to help make this program successful.

Easement (Exchange)

General Manager Lark presented a Resolution for an easement exchange with BWB LLC, formerly known as Blue Ribbon Builders Inc. as they have requested an easement exchange. Mr. Lark stated this resolution would authorize the release of an existing easement in exchange for a new easement that meets our operational standards and there is no cost to the Board of Water & Light for this exchange. General Manager Lark respectfully asked the Board move the Resolution to the full Board for consideration.

PROPOSED RESOLUTION
EASEMENT EXCHANGE WITH A BWB LLC

RESOLVED, that the Board of Commissioners hereby authorizes the General Manager to release its Existing Easement(Attachment A) granted by Blue Ribbon Builders, Inc. recording on August 5, 1959 (Liber 772, Page 065) in exchange for a new easement (Attachment B) granted by the current fee property owner, BWB LLC.

Staff Comments: The Lansing Board of Water & Light (BWL) has an easement ([Liber 772, Page 065 [BWL # 3301 03 3002]) for its utility operations located at/near Lake Lansing Road, hereinafter referred to as “Existing Easement”. The fee owner and successor grantor is BWB, LLC, hereinafter referred to as “Grantor”.

Currently, the BWL does not utilize the Existing Easement and would like install facilities to another location on Grantor’s property. Additionally, the Grantor would like to free up utilization of its property within the Existing Easement area. The BWL and the Grantor would like to resolve their needs by exchanging easement interest.

Therefore, it is requested that the Board of Commissioners authorize the release of its Existing Easement in exchange for a new easement that meets its operational needs.

After some dialogue between Commissioners and the Administration, regarding the specifications of the new easement and clarification of dates incorporated in the resolution Committee of the Whole Chair Louney requested a motion to forward the Resolution.

Motion by Commissioner Bossenbery, Seconded by Commissioner Zerkle to forward the proposed Easement Exchange Resolution to the full Board for consideration.

Action: Motion Carried

Update on Outage Report

General Manager Lark presented a Storm Outage Report follow up on the 54 Actions recommended in the outage report. General Manager Lark spoke particularly about the following items:

- Item #2 regarding the implementation of triggers stating this has been 100% completed at this point.
- Item #9 regarding the publishing of information with respect to tree trimming schedules, this is also 100% completed as well.
- Item #13 regarding contracting with electric service firms for damage assessments that is 100% complete as well.
- Item #15 regarding the particulars of what type of tape used to put on downed power-lines that has been handled and published in the most recent issue of Connections is considered 100% complete.
- Item #16 regarding contracting line crews, by next month we will be 100% complete, meaning the expansion of the number of electric service contracts or mutual aid agreements have increased to 35 Municipal Utilities and 11 entities.
- Item #22, 100% complete is the installation of patches and the passage of all regression and stress testing for the OMS systems.
- Item #41 is also complete, the outage map has been launched and Phase 1 is complete.

General Manager Lark said periodically the Commissioners' would be provided a Gantt chart, which indicates time lines of the completion of items included in the outage, which is a continuous work in progress.

Committee of the Whole Louney stated that he understands a lot of work goes into this and appreciates everyone's efforts.

Updated Outage Report attached

Other

None

Excused Absence

Motion by Commissioner Ward, Seconded by Commissioner Bossenbery to excuse Commissioners McCloud and Price from tonight's meeting.

Action: Motion Carried

Adjourn

On Motion by Commissioner Price, Seconded by Commissioner Ward, the meeting adjourned at 6:26 p.m.

Respectfully Submitted
 Dennis M. Louney, Chair
 Committee of the Whole

	<u>ACTIONS</u>	<u>FOLLOW-UP</u>
1.	The BWL will include its distribution plan in its annual table top tests designed to stress its emergency response and will use the results to continually improve its emergency plans	BWL has a draft distribution plan. After the plan has been updated and revised an annual table top review and drill will be performed for various outage levels.

2.	The BWL will consider implementing a set of triggers into its distribution plan.	This will be considered for the updates as part of the revisions to the distribution plan.
3.	The BWL will consolidate its Transmission and its Distribution emergency response plans into one document.	Once distribution plan has been updated and revised, discussions will begin on how to integrate into the Transmission Emergency Operations Plan.
4.	The BWL will investigate the benefit of collaborating with other Michigan utilities to track and estimate the impact of inclement weather.	This will likely start with other Municipal Utilities. Conference call took place on 3-6-2014 to start discussion on how to track using the MMEA. Continuing to explore further options with the APPA, Investor Owned Utilities, and Co-ops.
5.	Based on the BWL's experience with the impact of the ice storm, the BWL will make use of additional secondary role employees and these roles will be discussed in subsequent sections.	BWL has developed a list of positions that should be designated as either a Spotter or Assessor role. It will be determined by upper management if this should be a mandatory part of this position.
6.	Most utilities have not found placing overhead lines underground to be cost effective. Instead reviewing maintenance practices and construction standards seems to be a more reasonable method for improving the resiliency of the BWL's distribution system. However, for those customers who want and are willing to pay for undergrounding existing services, the BWL will provide the service.	BWL can provide costing information for any customer that is interested in paying to have an underground line installed for their service.
7.	The BWL will strictly adhere to a 5 year trimming cycle and is in the process of modifying its tree trimming standards and procedures to remove all branches located above distribution lines and better protect its lines during a major storm.	A five year cycle has been incorporated into our tree trimming program. The BWL will try to resolve why a three year was included in the DSTAR best practices.
8.	The BWL will begin to use multiple tree trimming contractors and assign work to contractors based on past performance. The contractor with the best record of performance will get a larger portion of the work. Recently, the BWL temporarily increased the number of tree trimming crews under contract to eighteen.	The BWL is working to develop an agreement with Asplundh for tree trimming services. In addition, plans are to evaluate NG Gilbert (Indiana) for this service. Once past performance is established the BWL will utilize that in their decision for future work.
9.	The BWL will publish the contact information for its supervisor responsible for trimming scheduling so customers can contact the Manager directly with questions or complaints regarding tree trimming procedures and workmanship.	<u>Completed.</u> This information has been published on the LBWL website and is included on the door notices utilized by the inspecting tree trimming crews.

10.	<p>The BWL is in the process of carefully reviewing spotter duty during the ice storm and determining how many additional trained spotters would be needed to efficiently secure down lines and provide timely damage assessment during an event with the destructive impact of the ice storm. Based on this analysis, the BWL will survey its staff for additional personnel who would be suitable for spotter duty and train personnel for both spotter and damage assessment duty.</p>	<p>Spotter and assessor training is being revised to enhance the process and procedures. This revision will provide more training for reporting, spotting, and general overall assessments.</p>
11.	<p>The BWL will also utilize retired line workers to perform damage assessments and serve as spotters.</p>	<p>We are working with an outside vendor to set up a contract for retired qualified individuals. We will also send out a letter to them once the contract is set, and publish a list of available retired workers for the next storm to serve as guides.</p>
12.	<p>The BWL will consider contracting with electric service firms for damage assessment services to supplement its own staff.</p>	<p>We are now in discussions with a firm called OSMOSE who provides storm assessment services. This company is used by several other local utilities such as Consumers Energy and we have met with OSMOSE to discuss their services. We will pursue using this service upon a thorough review and management approval.</p>
13.	<p>The BWL is developing common reporting forms and methods to be used by all spotters and damage assessors and will stress the importance of adhering to these during the annual training sessions.</p>	<p>The Assessors and Spotters program is being revised and the reporting tools and forms will be addressed in this enhanced revision. These changes will also be part of the annual training as well.</p>
14.	<p>The BWL will evaluate the use of damage predictive tools to determine if these tools could help in assessing possible damage earlier in a storm's approach.</p>	<p>The BWL is working with OSMOSE and other various consultants to determine the most appropriate method to use as a predictive tool. This will be included in the training for the assessor as well.</p>
15.	<p>The BWL will remind customers that lines marked with red and white tape are power lines and the tape indicates that the BWL is aware that the line is down. The BWL will publish this information on its website and Customer Connections newsletter.</p>	<p><u>Completed and ongoing.</u> "Red and White Tape" information has been updated in the Outage Center and Connections.</p>

<p>16.</p>	<p>The BWL has expanded the number of utilities and non-utility electric service contractors with which it has mutual aid agreements or service contracts. The list is shown below. Existing Agreements• Michigan Municipal Electric Association (35 Municipal Utilities)• Consumers Energy New Agreements• American Public Power Association• Asplundh• Kent Power• Hydaker-Wheatlake• FEMA Mutual Aid (Upon a Declaration of a State of Emergency) Pending Agreements• DTE Energy (Under Negotiations)These agreements both increase the number of potential crew sources and provide geographical diversity as well. For example the APPA agreement would enable the BWL to bring crews in from a number of different states. In the event of a declaration of emergency, the FEMA agreement would allow the BWL to bring in crews from nearly anywhere in the United States.</p>	<p>The agreements we have in place are as follows: Michigan Municipal Electric Association (35 Municipal Utilities)• Consumers Energy New Agreements• American Public Power Association• Asplundh• Kent Power• Hydaker-Wheatlake• FEMA Mutual Aid (Upon a Declaration of a State of Emergency) Pending Agreements• Midwest Powerline, C.C. Power Pending Agreement are as follows: DTE Energy, Extreme Linework, Newkirk, NG Gilbert, J Ranck</p>
<p>17.</p>	<p>The BWL is in the process of hiring 3 additional line workers and an additional dispatcher to supplement its workforce and to help manage crews during the restoration process.</p>	<p>One lineworker and two apprentices are in the process of being hired. Applications have been received for another dispatcher.</p>
<p>18.</p>	<p>With the addition of 3 line workers, an additional dispatcher, more trained spotters, and the new mutual aid agreements the BWL has tripled the number of line crews that are available for immediate deployment and can be used safely and efficiently during a major outage event.</p>	<p>With the additional Lineworker, contractor crews, plus added spotters and spotter support from OSMOSE our restoration capability will be greatly expanded.</p>
<p>19.</p>	<p>The BWL does update its critical and public safety lists periodically to ensure that it is up to date and complete. The BWL will share its overall restoration plans with local public officials so that they can be kept up to date on the BWL's restoration plans. If another catastrophic storm does occur, local officials will be better able to respond to citizen inquiries regarding the restoration progress.</p>	<p>Once completed, the restoration plan will be distributed to EOC as confidential documents.</p>

20.	The BWL will review its storm inventory based on the recent ice storm.	Completed. BWL's Purchasing & Warehousing Department continually reviews the storm items that we keep in inventory, as well as the specific quantities kept on-hand for storm restoration work and makes adjustments as necessary. We were able to procure and provide all the required materials during the ice storm without causing delay of restoration work. We are in constant communications with our primary line material suppliers to ensure they have materials on hand as backup to our own warehouse's inventory.
21.	The BWL will investigate connecting its line truck laptops to its OMS system as a tool to assist crews with storm responses.	OMS is web based, and is already available to be used in trucks. Training will be offered for inexperienced users, on how to fully use the system.
22.	The BWL has resolved the matters related to the OMS functionality. The conductor cuts are now operational and the OMS performs to design standards.	Completed. BWL's OMS system is now up to date on patches and has passed regression and stress testing. As with all complex systems, BWL is working to maintain the system to keep it healthy and responsive.
23.	To avoid this situation with other outage tools that may be employed in the future, the BWL will conduct annual stress tests of all its restoration tools including, but not limited to the OMS, outage call in number, Customer Service Center, and Communications plans.	Completed. BWL has had a successful stress test of its storm systems (877 call-in, OMS and outage map). BWL will continue to test annually, including the communication plan when complete, or when making significant system changes.
24.	The BWL is moving forward with a project to implement smart grid and smart meter technology, which will allow it to identify individual customer outages. It will also develop a policy that will allow customers to "opt out" of smart meter use. c. customer communications:	The BWL is evaluating responses from two Request For Proposals aimed at smartgrid – one for a city-wide wireless network, and the other for a specific Volt/Var project. Additionally, BWL is in the midst of rolling out a communications ring to its primary substations meant to support communications for smartgrid initiatives.
25.	The BWL is hiring additional call center staff.	Completed. Three permanent call center customer service reps have been hired.
26.	The BWL has implemented a process to assure call forward to the 877 number occurs during large outages. This will allow CSR and supporting staff to concentrate on line down, voice mail and other communications mediums.	This process is in place right now and has been used more than once during recent outage events. The process is currently manual, however, the BWL continues to review and improve its call center technology and has plans in place so that this will happen automatically once technology upgrades are in place. Expected completion date July, 2014.
27.	The BWL will trigger the IVR in the 877 system to direct non-matched callers to voicemail during major outage events.	Completed.

28.	The BWL has reconfigured the Call Center to send messages in the voice mailbox to CSR's automatically.	<u>Completed.</u>
29.	The BWL is aggressively advertised the 877 number for outages including all available communications mediums, like magnets, social media, BWL Website, and other customer communications.	<u>Completed and ongoing.</u>
30.	During a major outage, the BWL Call Center staff will focus their efforts on responding to email, texts, Facebook, Twitter, Nixle and voicemails left on the outage reporting system with the goal of responding to storm related inquiries in a timely fashion. The BWL has expanded the number of employees in secondary storm roles to assist with these customer service functions.	Completed. As part of its severe weather preparation process, BWL actively solicits a list of volunteers from other departments to assist with these customer service functions.
31.	The BWL will ensure that the distribution plan weather forecasting and storm preparation function include employees who are directly or indirectly, through secondary roles, responsible for customer service. This, along with other changes, will assure that the BWL can respond to customer inquiries promptly.	A recommendation making mandatory participation in storm duty for designated positions will be included as part of our storm restoration plan, see Action Items 1-3 and 5 subject to management approval.
32.	The BWL is working with the 877 vendor to provide additional methods for customers to be identified or matched when calling in to report an outage. This will include using the last digits of an account number or social security number.	The BWL has worked with the 877 vendor and has a proposed solution for this. BWL has also been, from a higher level, reviewing its entire IVR call flow. These changes will both be submitted together so that the changes to the internal BWL phone system and our 877 vendor are thoroughly tested and happen in a coordinated effort. Expected completion date July, 2014
33.	The interface between the 877 number and the OMS has been fixed and alarms will be added on each system to alert staff of any problems in the future.	Alarms for both sides are being tested for release into production. Expected to be completed by Mid-April.
34.	The BWL will add text outage reporting to the 877 system to offer customers another method for reporting outages.	The BWL has released a PO and filled out the paperwork for the cellular carriers. It is a multi-step process and BWL is aggressively pursuing implementation.
35.	The BWL is working on a method to provide quicker updating of customer data from BWL system to 877 system. This is intended to provide better matches of customers to service addresses.	BWL has worked out a tentative agreement with our 877 vendor to update them from our records four times as often (twice weekly) as well as being allowed to send daily updates during a storm or similarly large outage. This agreement should be ratified when the IVR changes are submitted and put into effect.

36.	The BWL is working to improve its ability to automatically call back customers and provide them with updated outage information.	BWL is working with our 877 vendor to complete this issue.
37.	The BWL will continue its enhancements to its phone system. The enhancements will use newer technology to increase Internet bandwidth, increase available phone lines, and make the system fully redundant across the BWL private city-wide network. This upgrade will allow the system to dynamically increase the number of available lines to the call center during a large outage, using many of them to forward calls to the 877 vendor site which is designed for large volumes.	The BWL has entered into a contract with AT&T for these communication lines and is aggressively pursuing their implementation. Additionally BWL has contracted with two other vendors to assist in configuring and implementing the call center and network technology to make full use of the increased capacity from the phone system. Expected to be completed July, 2014.
38.	The BWL has increased the TFCC voice mailbox size to 8,000 messages and is in the process of contracting with another vendor to assist in responding to voice mailbox messages during a large outage.	The BWL now has a contract with a third party company to help take additional calls. BWL is in the process of working out the call flow process and technological implementation with this vendor. In addition, the Communications Department is directing after hour and weekend media calls to this third party company in order to be more responsive to reporter needs with the Communications staff member who is assigned to "on call" duty. Expected completion date mid-May, 2014.
39.	The BWL is investigating a separate site created just for outage information (including outage maps). This will help ensure that the BWL's outage website will be available to customers in the event that a catastrophic outage disables the BWL's main website.	<u>Completed.</u> The BWL has launched a separated "Outage Center" framework on the Internet. This includes a link to its new outage map product.
40.	Although the external email to Customer Service functioned normally during the storm, the BWL is investigating establishing a redundant external email system.	The BWL has set up the back-end infrastructure for this and is awaiting the new communications lines from AT&T to bring this on operationally. Expected completion date, July, 2014.
41.	The BWL has developed a temporary web-based outage map for its website. The BWL is also working with a local vendor for a permanent outage map linked directly to the BWL's OMS system. Phase I of the project covering functionality has been completed and development is underway. Phase I is expected to be completed soon.	<u>Completed.</u> The BWL outage map has been launched and Phase I is complete.

42.	<p>In Phase II of the project, the BWL plans to continue enhancements to all of its Information Systems that interact with customers. The next phase of the outage map product for BWL will include further interaction with our customers, allowing them to identify themselves to learn if our system shows them specifically out as well as possibly reporting an outage through the map system to our OMS system. Other enhancements and features are being evaluated.</p>	<p>BWL has created a functional list for this and a purchase order has been cut to the vendor. BWL is currently working out technical and security details of the interfaces and design.</p>
43.	<p>In addition to using Twitter and Facebook, the BWL is investigating the use of Nixle to communicate outage and other information to its customers.</p>	<p>The BWL will soon reactive its Nixle account as another way to communicate with its customers during outages or emergencies.</p>
44.	<p>The BWL will work with customers and local officials to determine how to make local officials aware of seniors, customers with medical alerts, and other vulnerable populations during extended outages.</p>	<p><u>Completed and ongoing.</u></p>
45.	<p>The BWL will be more proactive informing customers of where their responsibility for service ends, the service mast, and the BWL's begins.</p>	<p><u>Completed and ongoing.</u> Mast repair information has been included in the Outage Center. In addition, The BWL has issued a RFP for qualified electricians. Once they are selected, the electricians will be posted on the BWL website and the mast repair program will be launched. This will be communicated in Connections, and to traditional and social media.</p>
46.	<p>The BWL will maintain a list of qualified electricians who can repair service masts and the BWL will help customers finance the cost of mast repair by allowing customers to pay it off on their bill over a one year period without interest. A list of qualified electricians will appear on the BWL's website.</p>	<p>The BWL has issued a RFP for qualified electricians. Once they are selected, the electricians will be posted on the BWL website and the mast repair program will be launched. This will be communicated in Connections, and to traditional and social media.</p>
47.	<p>During events like the ice storm, the BWL will work with local organizations to maintain warming centers in the winter and cooling centers in the summer for Lansing area residents.</p>	<p><u>Completed and ongoing.</u></p>

48.	As an integral part of the Lansing community, the BWL will work with other organizations to respond to crisis that may affect mid-Michigan in the future. The BWL is supporting work by The Power of We and others to help empower neighborhoods to react to any type of emergency. The BWL pledges to be a part of that coalition and play its part in protecting the Lansing community and to meet with neighborhood associations to explain the BWL storm response plans and listen to their concerns and questions. External communications:	<u>Completed and ongoing.</u>
49.	Since ice storm outage restoration, the BWL's service territory has experienced a number of severe winter weather events, and four separate outage events ranging from 100 outages to 7,400 outages. In all of the severe weather events, the BWL has posted, on all communications channels, at least two days prior to the forecasted weather, warning customers about the impending storm and directing them to call the BWL "877" outage number if they lost power. The BWL has also continuously posted updates, cold weather safety tips, and City of Lansing updates.	<u>Completed and ongoing.</u>
50.	During outages, the BWL has acknowledged the time the outage began, the number of outages, the cause of the outage, the geographic area of the outage that can be found on the outage map, the projected time of restoration, and full restoration all clear.	<u>Completed and ongoing.</u>
51.	Communication improvements have been noted on Facebook and Twitter with positive comments by our customers.	<u>Completed and ongoing.</u>
52.	The BWL has retained the communications firm of Martin Waymire to help develop a crisis communications plan based on an examination of best practices across the utility industry to make sure it has a strong crisis communications protocol in place in the very near future. Martin Waymire will also assist during emergencies if needed. In the meantime, the BWL has a working interim crisis communications plan.	<u>Completed and ongoing.</u> A permanent Crisis Communications Plan has been completed and implemented.

53.	The BWL has also hired a social media specialist, a newly created position. The social media specialist will help develop strategies on how to best communicate with our customers over all social media channels.	<u>Completed and ongoing.</u>
54.	The BWL will provide information to state and local officials on a regular basis. During an event like the ice storm, it will assign a liaison to state and local officials to answer questions that they may have from their constituents.	<u>Completed and ongoing.</u> The Communications Department and Governmental Relations and Community Services Department collaborates to provide information to state and local officials. All press releases are now sent to an expanded local elected officials' list and other community lists.

**COMMITTEE OF THE WHOLE
 May 13, 2014**

The Committee of the Whole of the Lansing Board of Water and Light met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:30 p.m. on Tuesday, May 13, 2014.

Committee of the Whole (COW) Chair Dennis M. Louney called the meeting to order and asked the Corporate Secretary to call the roll.

Present: Commissioners Dennis M. Louney, Margaret Bossenbery, Anthony McCloud, Tony Mullen, Tracy Thomas, David Price, Cynthia Ward and Sandra Zerkle.

Absent: None

Public Comments

Joe Davis, IBEW International Representative, spoke in support of General Manager Lark's leadership ability on behalf of the IBEW.

Approval of Minutes

Motion by Commissioner Ward, Seconded by Commissioner McCloud to approve the Committee of the Whole meeting minutes of April 8, 2014.

Action: Motion Carried

Rules and Regulations

Ray Moore, Manager of Customer Projects and Development, reviewed the FY 2015 proposed changes to Rules and Regulations for Electric, Water, Steam and Chilled Water Utility Services. The proposed changes include:

**RULES AND REGULATIONS UPDATE
 For Fiscal Year 2015**

Electric, Water, Steam and Chilled Water

- Revision of Rule 3.1, **Service Conditions, Character of Service****
 - Aligned language with State law.

Electric

- Revision of Rule 11.8, **Services, Multi-Dwelling Structure Services**

- Added language allowing for three phase services for these types of buildings.

Water

- Revision of Rule 5.2, **Metering, Sizing/Installation/Ownership**
 - Added language to clarify how the metering tampering charge is defined.
- Revision of Rule 5.6.D, **Metering, Damaged Meter**
 - Added language to address costs that arise from stolen meters and copper theft.
- Revision of Rule 11.4.A, **Services, Domestic Water Service. General**
 - Added language to align this rule with Rule 3.2.A.4. This states easement or dedicated right-of-way is needed is to serve a customer through an adjacent parcel.

Steam

There were no changes to this document.

Chilled Water

- Revision of Rule 5.2, **Metering, Sizing/Installation/Ownership**
 - Added language that gives more detail about metering ownership and clarifies the responsibilities of the customer and the BWL.

Committee of the Whole Chair Louney stated that he has received compliments regarding Mr. Moore and how he is so accommodating when working with developers and that it is always nice to receive and hear compliments about Board of Water & Light.

Motion by Commissioner Price, seconded by Commissioner Zerkle to forward the resolution for proposed changes to the FY 2015 Rules and Regulations to full Board for consideration.

Action: Motion Carried

Naming New Alternate Representative to MPPA

General Manager Lark stated that the presented Resolution is naming Robert Lalonde and the new First Alternate MPPA Representative to replace Dave Bolan who has been promoted to Director of Electric Transmission and Distribution and asked that the Resolution be forwarded to the full Board for consideration.

Motion by Commissioner Zerkle, seconded by Commissioner McCloud to forward the Resolution naming Mr. Lalonde as the First Alternate Representative to full Board for consideration.

Action: Motion Carried

Regulatory Activities

General Manager Lark stated that there has been some discussion of MIOSHA matters coming before the Board of Commissioners. Commissioner Mullen with assistance of Legal Counsel Ekren drafted and a proposed Resolution directing Executive Management to inform the Board of Commissioners MIOSHA matters as well as other regulatory matters. This Resolution calls for a regular quarterly update on all regulatory violations, fines, citations and or settlements to the Board and will be circulated in the same manner as the quarterly legal update.

General Manager Lark asks that the proposed Resolution be supported and forwarded to the full Board for consideration?

Motion by Commissioner Zerkle, Seconded by Commissioner Price to forward the proposed Resolution to the full Board for consideration.

Discussion: Commissioner Ward stated that she agrees that the Board should receive information with respect to regulatory matters. She stated that the quarterly frequency might be too broad of a time-period.

Motion by Commissioner Price , Seconded by Commissioner Zerkle to Amend the Resolution with two adjustments (1) strike quarterly update and insert monthly update, and (2) strike the last Further Resolved paragraph from the Resolution entirely.

Discussion: Commissioner Mullen supported the spirit of the amendment but felt the Further Resolved paragraph in the Resolution should have been included.

Action: Motion Carried (7/1 Mullen)

Discussion: After some discussion regarding how to receive the report, it was established that the Regulatory Report would be received on a monthly basis separate from the legal report/update.

The Question of adoption of the Resolution as amended

Action: Motion Carried

Tree Trimming Update

Dave Bolan provided an update on the Board of Water & Light's tree trimming efforts since the ice storm.

- Crews

Right now, we have two internal Board of Water & Light crew members, which equal one crew.

In addition, the Board of Water & Light has 39 contract crews on site from Wright Tree Services. All crewmembers have certification in Line Clearance Arbor Certification, Electric Hazard Training, Crewmembers also have Annual Electrical Hazard refresher training, pesticide application update training and they are required to maintain their certifications through a specified number of CEU's each year.

- Policy/Standards

The BWL is currently on a 5 year cycle. We utilize standards that are based on best practices. (International Society of Arboriculture) and (ANSI A300 Pruning Standards). Our tree trimming standard's clearance requirements are 10 feet from primary wires and 2 feet from secondary and services wires. Crews will take wood from property 4 inches or less, if wood is in excess of 4 inches in diameter, it is cut into pieces and stacked on the customer's site and it is the customer's responsibility for removal. The BWL is actively in discussions with other tree trimming firms that can bid against Wright.

- Notification of Tree Trimming

BWL sends each customer on a route, a letter notifying them that BWL tree trimming crews will be inspecting trees for trimming or removal. A Planner surveys a route for trees that have branches within our clearing zone.

- If only trimming is necessary, the tree is marked with a **blue dot**.
- If only trimming is significant enough to kill the tree, the tree is wrapped with a **red ribbon**.

After a site has been inspected, a **red door** card will indicate what needs to be trimmed or removed. Trimming will begin anywhere from 2 weeks to 2 months after the letter was sent. Customers can request a notification of 24 hours prior to tree trimming initiative. The Board of Water & Light's website has a map that indicates current and future trimming activity.

- ❖ Dennis Parker, President of Local UAW 2256, Representative for City of Lansing, spoke about the City of Lansing and Board of Water & Light coordinating with the City of Lansing's Forestry Department for tree trimming activities in conjunction with right-of ways. He also spoke about the possibility of contracting City of Lansing employees to do Board of Water & Light tree trimming.
- ❖ Ron Byrnes, Business Manager of IBEW Local 352, stated that he believes there should be better coordination between the Board of Water & Light and the City of Lansing as well as all surrounding municipalities that we serve for electric power. Mr. Byrnes said in 2008 the Board of Water & Light brought in our own tree-trimming crews and that instilled more accountability, productivity and control of tree trimming issues and process. Mr. Byrnes stated that if the Board of Water & Light is going to bring tree trimmers internal, they should be Board of Water & Light employees opposed to City of Lansing employees and does not see any benefit to the Board of Water & Light subsidizing the City employees to do the Board's tree trimming.

Committee of the Whole Louney spoke about the possibility of Hybrid crews, a crew of three with two Board of Water & Light employees and one City employee. In response, Mr. Byrnes said that could be a discussion in the future.

Joint Purchasing Agreement with City of Lansing

General Manager Lark said there is presently no Joint Purchasing Agreement with the City of Lansing but we are always looking at ways to partner with the City to determine if their economy is of scale that we can avail ourselves of and the City can avail itself of to make it more cost efficient for the citizens of Lansing and our customers. The Board of Water & Light is considering a joint purchasing agreement with the City, but is waiting for action by the City or at least some offer of how the agreement would be done. There is a possibility for both the Board of Water & Light and the City of Lansing to benefit from a joint purchasing agreement.

Susan Devon, Assistant General Manager, informed the Board that a Joint Purchasing Agreement has been in discussion. We do believe that there are a lot of similar purchases

and processes that we have that would make it an activity that we could coordinate. The Board of Water & Light would provide managerial and buyer support to the City. The City is working on a draft contract for the Board of Water & Light to review but has not seen it yet.

Brief Discussion of CRT Report

Committee of the Whole Chair Louney stated that General Manager Lark and Board Chair Zerkle indicated that we would be waiting to do a full analysis of the CRT Report, it took over 90 days for the CRT Team to compile their report and it is not fair to the Board or Management to have to respond to all of the information that is available in the report in less than two weeks. So at the next Committee of the Whole meeting we would like to have a thorough evaluation of their response.

General Manager Lark stated with the permission of the Chair, he would like to have the CRT Report as an agenda item at the next Committee of the Whole meeting.

General Manager Lark said that he speaks for everyone at the Board and as well as the Board of Commissioners when thanking the CRT Team for all of their work as this was a difficult task. This report was released last week and we are analyzing every single one of the recommendations. Mr. Lark stated that the Board of Water & Light is a stronger utility today than it was in November and that is attributable to the employees and the Board itself.

General Manager Lark stated that there was one thing that he feels that was incorrect in the CRT Report. On page 73, the CRT Team's conclusion that the Board of Water & Light's structure and culture make reform difficult, if not impossible. Mr. Lark said this is a conclusion and not supported by fact and it is not correct. General Manager Lark stated that since his earliest days at the Board he has supported reform and change and is unaware of any information that was given to the CRT Team that would support such a statement and strongly disagrees with that statement.

General Manager Lark spoke about how he feels cultural change and reform has been implemented since his leadership. To name a few, the relationship with management and IBEW, the new plant, renewables, and removal of assets from the flood plain. One very important change is the change in the culture of the Board of Water & Light to embrace inclusion and equity throughout the organization by increasing the number of minorities and women in the management ranks to 46%. These are just a few of the changes that have taken place under his management.

Other

Commissioner Ward spoke about a request that she made to have an item placed on the May agenda and it was not. She said going forward she would like for any agenda item that she or any Commissioner requests, to be placed on the agenda, or be provided a thoughtful reason of why it should not be included.

Committee of the Whole Chair Louney stated that all recommendations are taken into account and the item requested will be reviewed at the next Committee of the Whole meeting.

Excused Absence

None

Public Comments

Janice Hicks spoke and stated her concerns regarding the placement of hydrochloric acid that is placed in the public drinking water.

Adjourn

On Motion by Commissioner Price, Seconded by Commissioner Ward, the meeting adjourned at 7:03 p.m.

Respectfully Submitted
Dennis M. Louney, Chair
Committee of the Whole

**HUMAN RESOURCE COMMITTEE
May 20, 2013**

The Human Resource Committee of the Lansing Board of Water and Light met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:00 p.m. on Tuesday, May 20, 2014.

Human Resource Committee Chairperson Tracy Thomas called the meeting to order and asked the Secretary to call the roll. The following members were present:

Commissioners Tracy Thomas, Anthony McCloud, Cynthia Ward and Sandra Zerkle. Also present Alternate Committee member Dennis M. Louney and Board members Margaret Bossenbery, Tony Mullen and David Price.

Absent: None

Human Resource Chair Thomas thanked Commissioner Ward for her work in compiling the Board Appointee Evaluations. He also said an honest mistake was made last week and apologized to the three involved employees. He said there was not a mistake however, in the information that was sent out.

Public Comments

There were no public comments.

Approval of Minutes

Motion by Commissioner Ward, seconded by Commissioner McCloud to approve the Human Resource Committee meeting minutes of November 12, 2014.

Action: Carried unanimously.

FY 2014 Board Appointee Performance

- a. Corporate Secretary

Corporate Secretary M. Denise Griffin, requested a closed session for the purpose of receiving her contractual year-end performance evaluation as permitted by the Open Meetings Act exemption MCL 15.268(a).

Motion by Commissioner McCloud, seconded by Commissioner Zerkle to go into closed session.

Action: Carried unanimously.

The Human Resource Committee meeting went in to closed session at 5:04 p.m.

Motion by Commissioner Zerkle, seconded by Commissioner McCloud that the Human Resource Committee return to open session.

Action: Carried unanimously

The Human Resource Committee meeting reconvened in open session at 5:43 p.m.

There was a long discussion regarding the Open Meeting Act. Upon conclusion of the discussion, the following motion was made.

Motion by Commissioner Ward, Seconded by Commissioner McCloud to Adjourn the meeting until we can clarify or get definitive information on the Open Meetings Act regarding closed session meeting.

Action: Motion Carried (3/1 Zerkle)

Adjourn

The Human Resource Committee meeting adjourned at 6:45 p.m.

Respectfully submitted,
Tracy Thomas, Chair
Human Resource Committee

FINANCE COMMITTEE

May 21, 2014

The Finance Committee of the Board of Water and Light met at the BWL Headquarters-REO Town Depot located at 1201 S. Washington Ave., Lansing, MI, at 5:30 p.m. on Tuesday, May 21, 2014.

Finance Committee Chairperson Margaret Bossenbery called the meeting to order and asked the Corporate Secretary to call the roll. The following members were present: Commissioners Margaret Bossenbery, Tony Mullen, Dennis M. Louney, David Price and Alternate Committee Members Cynthia Ward..

Absent: None

Public Comments

There was no Public Comment.

Approval of Minutes

Motion by Commissioner Price, seconded by Commissioner Louney to approve the Finance Committee meeting minutes of February 18, 2014.

Action: Carried Unanimously

FY 2015 Budget

General Manager J. Peter Lark provided an overview of the proposed financial plan for fiscal year (FY) 2015 for the Lansing Board of Water and Light (BWL).

Sales Forecast

Utility	FY15 Forecast	FY14 Budget	% '15 Forecast to '14 Budget
Electric-Retail	2,189,661	2,171,061	0.9%
Electric-Wholesale	871,399	639,394	36.3%
Electric (mwh)	3,061,060	2,810,455	8.9%
Water (ccf)	9,460,006	9,367,743	1.0%
Steam (mlb)	730,936	687,979	6.2%
Chilled Water (tmhrs)	10,307,100	10,276,000	0.3%

Electric:
 •Retail sales volumes by customer class are expected to increase slightly compared to FY 2014.
 •Wholesale sales volumes are expected to increase as a result of more favorable market conditions in FY 2015.

Water:
 •Retail sales volumes are expected to increase slightly in FY 2015.

Steam:
 •Steam sales projected increase more consistent with actual experience.

Chilled Water:
 •Chilled water sales are expected to increase slightly in FY 2015.]

Mr. Lark respectfully requested that the Committee forward the proposed Resolution to the full Board for consideration.

Motion by Commissioner Price, seconded by Commissioner Mullen to forward the proposed resolution for the FY 2015 Operating and Capital Budget to the Board for consideration.

Quarterly Financial Update

General Manager Lark provided a quarterly financial update that included information relative to Fiscal Year to date of March 31, 2014 for Electric, Water, Steam and Chilled Water services.

	(5000)
Budgeted Net Income	4,555
Changes in Operating Income:	
<u>Revenue Changes (net of fuel)</u>	
Retail Electric	(3,097)
Wholesale Electric	4,369
Water Sales	156
Steam Sales	121
Chilled Water Sales	28
<u>Operating Expense Changes</u>	
Depreciation	2,046
Labor, Material, and Other	7,334
Other	(1,595)
Subtotal Changes in Operating Income	9,362
Changes in Other Income:	
Interest Earnings	573
Other Income	2,245
PILOT	(2,045)
All Other - Non-Operating Variances	1,296
Subtotal Changes in Other Income	1,270
Actual Net Income	15,187

Net Income Projection - FY2014

	(000s)
Net Income - Original Budget - Annual	\$ 2,665
FYTD Favorable Income Variance <i>(\$15,187 actual minus \$4,555 budget)</i>	\$ 10,632
Temporary O&M Expense Timing Differences	\$ (5,811)
Temporary Non-Operating Income Timing Differences	\$ (4,115)
Effect of Deferral of Rate Increases	\$ (2,420)
Effect of PILOT Increase from 5% to 6.1%	\$ (913)
Projected Net Income	\$ 38

Excused Absence

None

Other

None

Adjourn

On Motion by Commissioner Mullen, seconded by Commissioner Louney, the meeting adjourned at 5:58 p.m.

Respectfully submitted
 Margaret Bossenbery, Chair
 Finance Committee

MANAGER'S RECOMMENDATIONS

RESOLUTION #2014-05-01

Easement Exchange With A BWB LLC

RESOLVED, that the Board of Commissioners hereby authorizes the General Manager to release its Existing Easement(Attachment A) granted by Blue Ribbon Builders, Inc. recording on August 5, 1959 (Liber 772, Page 065) in exchange for a new easement (Attachment B) granted by the current fee property owner, BWB LLC.

 Staff Comments: The Lansing Board of Water & Light (BWL) has an easement ([Liber 772, Page 065 [BWL # 3301 03 3002]]) for its utility operations located at/near Lake Lansing Road, hereinafter referred to as "Existing Easement". The fee owner and successor grantor is BWB, LLC, hereinafter referred to as "Grantor".

Currently, the BWL does not utilize the Existing Easement and would like install facilities to another location on Grantor's property. Additionally, the Grantor would like to free up utilization of its property within the Existing Easement area. The BWL and the Grantor would like to resolve their needs by exchanging easement interest.

Therefore, it is requested that the Board of Commissioners authorize the release of its Existing Easement in exchange for a new easement that meets its operational needs.

Motion by Commissioner Bossenbery, Seconded by Commissioner Price to approve the resolution for an easement exchange with BWB, LLC.

Action: Motion Carried

RESOLUTION #2014-05-02

Rules and Regulations for Electric, Water, Steam and Chilled Water Utility Services

RESOLVED, THAT THE AMENDMENTS TO THE Rules and Regulations for Electric, Water, Steam and Chilled Water Services be approved as presented, to be effective July 1, 2014.

Staff Comments: Staff recommends these amendments to the Rules and Regulations for Electric, Water, Steam and Chilled Water Utility Services. If the Committee of the Whole agrees to these amendments at their meeting on May 13, 2014, they will be presented to the full board for adoption at its regular Board Meeting on May 27, 2014.

Motion by Commissioner Price, Seconded by Commissioner McCloud to approve the resolution for the FY 15 Rules and Regulations for Electric, Water, Steam and Chilled Water Utility Services, to be effective on July 1, 2014.

Action: Motion Carried

RESOLUTION #2014-05-03

Amending Appointments to the Michigan Public Power Agency

WHEREAS, George Stojic is the Michigan Public Power Agency (MPPA) Commissioner on behalf of the Lansing Board of Water & Light (BWL), along with David Bolan and Lori Pung, who serve as First and Second Alternate Commissioners, respectively; and

WHEREAS, the First Alternate, Mr. Bolan has been promoted to the position of Director of Electric Transmission and Distribution; and

WHEREAS, it is appropriate and in the best interest of the BWL to name a replacement for the First Alternate MPPA Commissioner position.

NOW, BE IT RESOLVED, that George Stojic will remain as the MPPA Commissioner on behalf of the BWL, along with Lori Pung as the Second Alternate Commissioner.

FURTHER RESOLVED, that Robert Lalonde is named as the BWL's First Alternate MPPA Commissioner.

Motion by Commissioner McCloud, Seconded by Commissioner Price to approve the resolution naming Robert Lalonde as the the BWL's First Alternate MPPA Commissioner.

Action: Motion Carried

RESOLUTION #2014-05-04

Notification of Regulatory Activities Resolution

RESOLVED, that the Lansing Board of Water & Light Commissioners ("Board") direct Executive Management to notify the Board of all regulatory violations, fines, citations and/or settlements ("regulatory activities") in a monthly update.

.....

Motion by Commissioner Mullen, Seconded by Commissioner Bossenbery to approve the resolution directing Executive Management to provide the Board of Commissioners with a monthly update on regulatory activities.

Action: Motion Carried

RESOLUTION #2014-05-05

Fiscal Year 2015 Operating and Capital Budget

RESOLVED, that the annual Operating Budget covering Fiscal Year 2015 is hereby approved as presented; and

RESOLVED, that the Fiscal Year 2015 Capital Budget is hereby approved as presented; and

RESOLVED, that the forecast for capital expenditures for the Fiscal Years 2015-2020 is hereby accepted as presented; and

RESOLVED FURTHER, that the Corporate Secretary be directed to make the appropriate filings with the Lansing City Clerk's office and the Mayor's office in accordance with the Lansing City Charter regarding the above actions.

Staff Comments: Staff recommends an operating and maintenance budget of \$288.4 million and a capital budget of \$65.4 million for Fiscal Year 2015. The capital budget is to provide for on-going services to our utility customers and to sustain our plant facilities for future operations. Capital expenditures for Fiscal year 2015-2020 are estimated to be \$463 million. Staff recommends that the Finance Committee approve these budgets and resolution for presentation and adoption by the Board at its May 27, 2014 Board meeting.

Motion by Commissioner Bossenbery, Seconded by Commissioner Price to approve the resolution for the Annual Operating Budget for FY 2015; Capital Budget for FY 15; Acceptance of the Capital Expenditures Forecast for FY 2015-2020.

Action: Motion Carried

UNFINISHED BUSINESS

There was no Unfinished Business

NEW BUSINESS

There was no New Business

RESOLUTIONS

There was no Resolution

MANAGER'S REMARKS

General Manager Lark provided the following remarks:

- The Chili Cook-Off is this Friday, May 30, 2014 from 4-9 p.m. at Louis Adado Park. This year's theme is honoring our Military. The proceeds from the Chili Cook-Off are donated to the Impression 5 Science Center, Lansing Promise/Hope Scholarship and Sparrow Foundation.

- The American Public Power Association (APPA) has named the Board of Water & Light the Innovator of the Year for the Reo Headquarters complexes (Headquarters & Depot), also these complexes have been awarded a LEAD Certification at the Gold Level.
- There was a nice reception at the Depot for the 6th 1st STEP Graduating Class.
- The Board of Water & Light along with IBEW 352 participated in a Safety Awareness event at the Capital and was the only Municipal present.

COMMISSIONERS' REMARKS

Chair Sandra Zerkle stated that training for Commissioners' would take place closer to the fall and everyone would be informed as more detailed information becomes available. She also stated that she gets very excited about the 1st Step Program every year and that it is a remarkable program and the Board can be very proud.

Commissioner Cynthia Ward stated that she wanted to follow up to General Manager Lark's comments with respect to the Safety Awareness event that took place at the Capital. She did have the pleasure of walking downtown and did see a Board of Water & Light truck at the event. It was a very nice truck and was happy to see that the Board of Water & Light participated in such an important event. Commissioner Ward also offered personal thanks to the Community Review Team for their work in producing in her mind a thorough and instructive report. She stated that she has had an opportunity to review the report in its entirety; and in many ways, she feels that we were given a gift and is looking forward to Management's response to the CRT report.

EXCUSED ABSENCE

Excused Absence

Motion by Commissioner Mullen, Seconded by Commissioner Price to excuse Commissioners Thomas from tonight's meeting.

PUBLIC COMMENTS

There was no Public Comments

ADJOURNMENT

On motion by Commissioner Price, seconded by Commissioner Bossenbery the meeting adjourned at 5:52 p.m.

M. Denise Griffin, Corporate Secretary

Preliminary Minutes filed (electronically) with Lansing City Clerk: June 6, 2014
Official Minutes filed (electronically) with the Lansing City Clerk: July 25, 2014