

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
NOVEMBER 18, 2019

1. **Call to Order** at 5:00pm in the SPUC Service Center, 255 Sarazin Street.
2. **Approval of Minutes**
3. **Communications**
4. **Approve the Agenda**
5. **Approval of Consent Business**
6. **Bills: Approve Warrant List**
7. **Liaison Report**
8. **Reports: Water Items**
 - 8a) Water System Operations Report – Verbal
 - C=> 8b) Water Production Dashboard
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - C=> 9b) Proposed Xcel Energy Electric Rate Increase
10. **Reports: Human Resources**
 - 10a) Annual Review of Utilities Manager
11. **Reports: General**
 - 11a) Capital Improvement Plan for 2020-2024 Semi-Final Review
 - C=> 11b) Financial Results for October 2019
 - 11c) Website Consultant Presentation – Vivid Image
12. **Tentative Dates for Upcoming Meetings**
 - Regular Meeting -- December 2
 - Mid Month Meeting -- December 16
 - Regular Meeting -- January 6
 - Mid Month Meeting -- January 21 (Tuesday)
13. **Adjourn** to 12/2/19 at the SPU Service Center, 255 Sarazin Street

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Joos called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., November 4, 2019.

MEMBERS PRESENT: Commissioners Joos, Amundson, Meyer, Clay and Mocol. Also present, Liaison Lehman, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Electric Superintendent Drent and Marketing/Customer Relations Director Walsh.

Motion by Amundson, seconded by Mocol to approve the minutes of the October 21, 2019 Commission meeting. Motion carried.

Under Communications, Commissioner Mocol said the Metropolitan Council Water Resources Committee will be meeting December 5.

President Joos offered the agenda for approval.

Motion by Meyer, seconded by Clay to approve the agenda as presented. Motion carried.

Motion by Meyer, seconded by Mocol to approve the Consent Business agenda as presented. Motion carried.

President Joos stated that the Consent Item was: Item 11a: SPU Budget Schedule.

The warrant listing for bills paid November 4, 2019 was presented.

Motion by Amundson, seconded by Meyer to approve the warrant listing dated November 4, 2019 as presented. Motion carried.

Liaison Lehman presented his report. Two items were discussed. The first being the recording issue that occurred during the last Commission meeting and the second item was construction work has begun with the old City Hall building site. Issues with potential rock removal were discussed.

Utilities Manager Crooks provided a report of current water operations. The cold weather has caused delays in finishing the system wide flushing program from being completed. Construction updates were provided.

Motion by Meyer, seconded by Mocol to offer Resolution #1253. A Resolution Approving Purchase Agreement and All Documents Necessary to Carry Out Purchase Agreement and

Completion of Closing Under Purchase Agreement. Ayes: Commissioners Amundson, Mocol, Meyer, Clay and Joos. Nay: none. Motion carried. Resolution passed.

Mr. Crooks reviewed the proposed Private Well Ordinance #02019-013. This City of Shakopee Ordinance would prohibit domestic wells from being constructed within 1000 feet of the existing water distribution system. The Commission discussed the ordinance and had no further comment. Staff is in agreement with City Staff that this ordinance is for the benefit of the current Wellhead Protection Program as adopted by the SPU Commission.

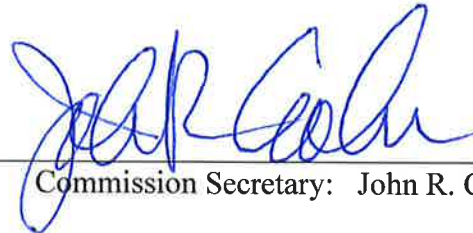
Electric Superintendent Drent provided a report of current electric operations. Three electric outages were reviewed. The outages, in each case, only a total of seven customers. The causes were a squirrel, contractor contact with a buried line and a failure of an electrical elbow. Construction updates were also provided.

The MMPA Board meeting summary from October 2019 was read by Mr. Crooks.

Item 11a: SPU Budget Schedule was received under Consent Business.

The tentative commission meeting dates of November 18 and December 2 were noted.

Motion by Meyer, seconded by Mocol to adjourn to the November 18, 2019 meeting. Motion carried.



Commission Secretary: John R. Crooks

Monthly Water Dashboard

As of: **October 2019**

Shakopee Public Utilities Commission

8b

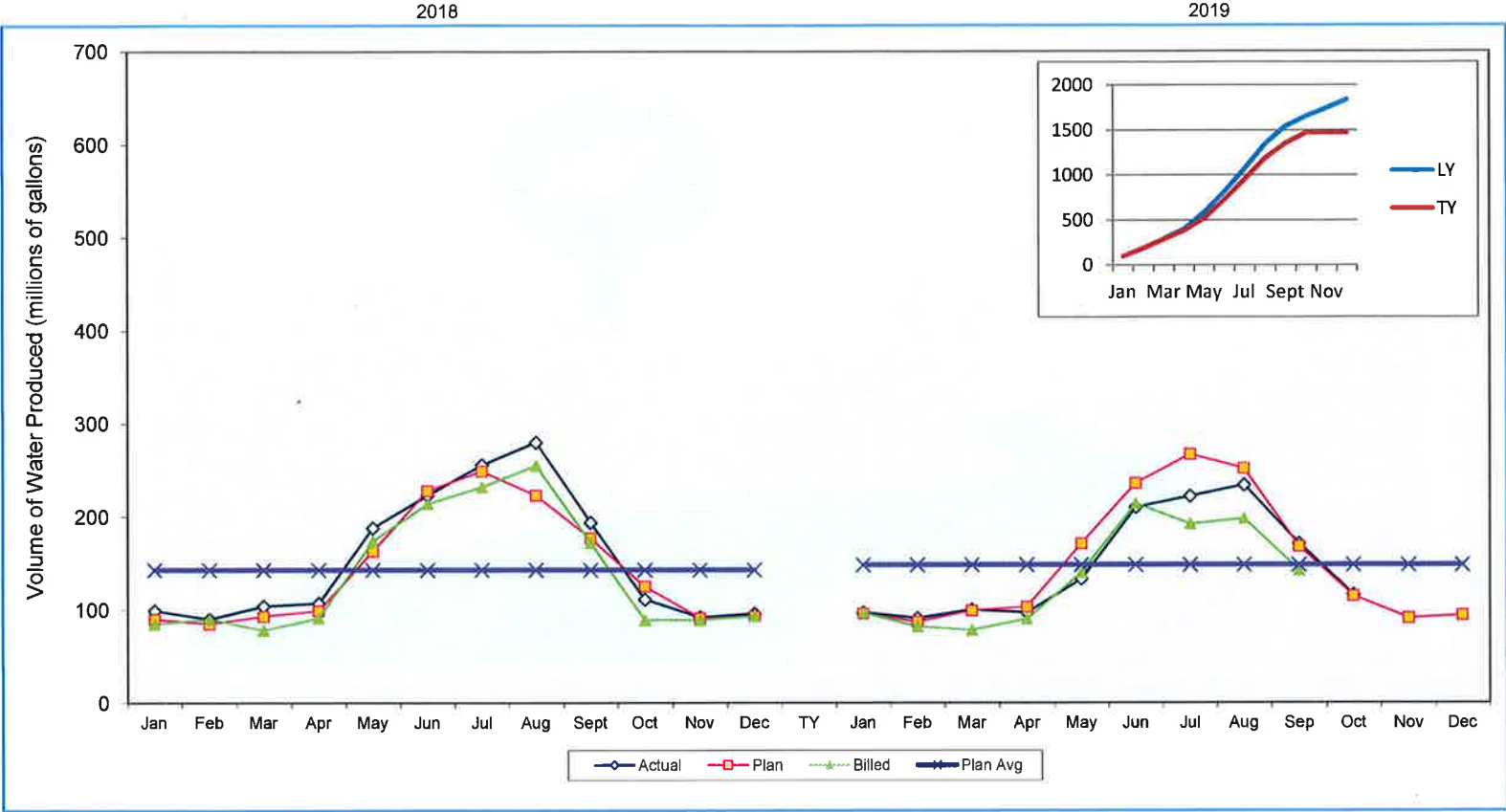
ALL VALUES IN MILLIONS OF GALLONS

Element/Measure Water Pumped/Metered

Averages

2016	145
2017	147
2018	153

Last 6 months actuals	133	210	222	234	171	116
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	LY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Actual		99	90	104	107	188	223	256	280	194	111	92	96		97	91	100	97	133	210	222	234	171	116		
Plan		90	85	93	99	163	228	249	223	177	125	91	93		96	87	99	103	171	236	267	252	168	115	91	94
YTD % *															101%	103%	102%	100%	93%	92%	90%	90%	92%	92%		
Billed		85	90	78	91	174	214	232	255	172	89	89	93		97	82	78	90	140	214	192	198	142			

* Actual gallons pumped vs. Plan

Proposed As Consent Item

9b

BUSINESS

Xcel Energy seeks 3-year rate increase totaling 15.2%

The utility's proposal, which will be scrutinized by regulators, would cost its electricity customers an average of about \$110 more per year by 2020.

By Mike Hughlett (<http://www.startribune.com/mike-hughlett/89522247/>) Star Tribune

NOVEMBER 1, 2019 — 8:49PM

Xcel Energy wants Minnesotans to pay more for power.

The utility's rates would climb 15.2% over three years under a plan submitted to state regulators Friday, raising \$466 million for a host of projects, from strengthening its electricity grid to bolstering its nuclear plants and opening new wind farms.

The plan from Minneapolis-based Xcel, Minnesota's largest power provider with about 1.3 million customers, would leave residential consumers paying an estimated \$110 more per year for electricity by 2022 — a 10.6% increase. The biggest impact would come in 2020, the plan's first year.

Xcel's proposed hike "is more than I expected," said Annie Levenson-Falk, executive director of the Citizens Utility Board of Minnesota, an advocacy group for residential ratepayers. Still, she said it's "pretty early to make a blanket judgment."

Big rate cases often take regulators 18 months or longer to resolve, and utilities often receive less than their request. Xcel has asked the Minnesota Public Utilities Commission (PUC) for an interim rate increase of 4.1% for all customer classes — residential, commercial and industrial — that would take effect Jan. 1. Such interim increase requests are common, and the PUC usually grants them.

If the PUC eventually grants a rate hike that is lower than the interim increase, customers should get refunds.

Also Friday, the state's second-largest electric utility, Minnesota Power, asked state regulators for a 10.5% rate increase that would raise its average residential bill by more than \$11 a month. Minnesota Power, with 145,000 customers, is asking for \$65.9 million to cover increased costs and "significant lost sales" among some industrial and wholesale customers.

Given the PUC's crowded docket, Xcel is separately proposing that regulators extend components of its current rate plan through 2020. The company would then file its rate case next year. "We are putting that alternative out there for the commission to consider," said Christopher Clark, Xcel's president for Minnesota and the Dakotas.

With Xcel's proposed hike, the company said that its average monthly residential bill in Minnesota — now \$85.66 — would rise by \$4.80 in 2020; another \$1.25 in 2021; and \$3 more in 2022. Clark said Xcel expects those bills to remain consistently under the U.S. average.

The average residential bill varies and is based not just on the price of power, but also on electric consumption patterns. Xcel's average monthly residential bill in 2018 was \$91, according to data from the U.S. Energy Department and the PUC.

The U.S. average monthly residential electric bill last year was about \$118, federal data show. Residential electricity consumption is greater on average nationally than in Minnesota, a state known for a high degree of energy conservation and relatively low use of air conditioning.



CHRIS MONROE - CNET

Xcel Energy's rates would rise 15.2% over three years as the electric utility seeks to pay for a host of a projects.

Xcel's filing Friday with the PUC is its second consecutive multiyear rate plan, an option made possible by a 2015 change in state law that Xcel supported. Xcel's last rate hike was filed in 2015 and approved by the PUC in 2017; it raised residential rates by 10.6% over a four-year period.

Xcel has been granted rate hikes for much of the past decade.

Contributing to Xcel's rate plea is an issue facing many utilities: falling electricity sales (by volume) as customers use less power.

"Similar to our last two rate cases, declining sales necessarily mean that we must recover our investment over fewer units of sales," the company said in a PUC filing.

The \$466 million in rate revenue that Xcel seeks to raise would flow to a variety of capital investments. Xcel's plan also calls for an increase in its regulated return on equity — a profitability gauge — from 9.2% to 10.2%, which alone would account for \$73 million of the \$466 million.

"The return Xcel is asking for its shareholders is quite high, and we will definitely be looking at it," Levenson-Falk said.

Xcel's rate plan filed with the PUC includes \$72 million for capital improvements to its transmission grid, which delivers high-voltage power over longer distances. Another \$75 million would be sunk into the company's distribution network — the lines, poles and other equipment that deliver power to houses and businesses.

Those distribution investments also include a new system to reduce outage times, as well as the first phases of an advanced metering system that Xcel expects to roll out.

Another \$63 million would be spent on ongoing investments at Xcel's two nuclear plants, particularly the Prairie Island station near Red Wing, Clark said. As for wind, \$80.5 million in costs now flowing through a rider will be rolled into Xcel's rate base, though the company says customers' payments won't change.

Xcel is in the midst of a big transition to renewable energy and away from coal, currently its largest energy source. It plans to close all its coal plants by 2030 and is shooting for 100% clean energy by 2050 — an aggressive goal that may not be technically possible, at least now.

"This [rate plan] we are proposing over the next three years is really recognizing that we are on a clean energy transition," Clark said. Nuclear and wind are the company's primary sources of carbon-free power.

Xcel's new rate case comes as the PUC has just begun wrestling with the company's "integrated resource plan," an important long-term outlook that Minnesota electric utilities must file every few years. Xcel also Friday filed a long-term plan with the PUC for its distribution system.

With those dockets in front of the PUC — plus new rate cases filed this week by Minnesota Power and natural gas provider CenterPoint Energy — Xcel has proposed to effectively extend its current rate plan for one year, Clark said.


Staff writer Brooks Johnson contributed to this report.

Mike Hughlett covers energy and other topics for the Star Tribune, where he has worked since 2010. Before that he was a reporter at newspapers in Chicago, St. Paul, New Orleans and Duluth.

mike.hughlett@startribune.com 612-673-7003

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER
SUBJECT: UTILITIES MANAGER'S ANNUAL REVIEW
DATE: NOVEMBER 13, 2019



Per the employment contract between the Shakopee Public Utilities Commission and the Utilities Manager, there is to be an annual evaluation and a process for establishing goals and objectives for the ensuing year.

The Commission shall evaluate and assess in writing, the performance of the Utilities Manager, at least once a year during the term of the contract. This evaluation and assessment shall be related to the position description of the Utilities Manager and the goals and objectives of the Commission for the year in question. The performance evaluation is to be scheduled by the Utilities Manager within the first 90 days of each fiscal year.



Also within 90 days of the execution of the contract, the Commission and the Utilities Manager shall meet to establish Commission goals and objectives for the ensuing year. The goals and objectives shall be established in writing and be among the criteria by which the Utilities Manager is evaluated.

REQUEST-

Have the Commission establish the date or dates to conduct the annual performance review and schedule the workshop for setting the 2020 goals and objectives.

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

11a

TO: John Crooks, Utilities Manager 
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: Semi-Final Capital Improvement Plan for 2020-2024
DATE: November 15, 2019

ISSUE

The Semi-Final Capital Improvement Plan for 2020-2024 is submitted for consideration by the Commission at their November 18, 2019 meeting. I will present the plan and take questions during the meeting.

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Administrative Summary**

Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
1 General Office Equipment	See detail	-	115,143	111,045	102,148	102,255	132,368
2 Hardware	See detail	-	402,319	383,132	322,450	305,450	367,000
3 Software	See detail	-	53,027	50,000	50,000	65,000	50,000
4							
5 Total Administrative		\$0	\$570,489	\$544,177	\$474,598	\$472,705	\$549,368
6							
7 Cumulative Total Administrative		\$0	\$570,489	\$1,114,667	\$1,589,264	\$2,061,969	\$2,611,337
	Electric	\$0	\$427,867	\$408,133	\$355,948	\$354,529	\$412,026
	Water	\$0	\$142,622	\$136,044	\$118,649	\$118,176	\$137,342

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Administrative Detail**

Type	Item	Source of Request	Justification	Qty	Unit Cost	2019 Carryover	2020	2021	2022	2023	2024	
1	Gen Office Equip	File shelving/Scanning Equipment	F&A	Record retention (10 shelf units at \$500/2 scanners at \$2,000 ea)		-	-	9,000	-	-		
2	Gen Office Equip	Electronic White Board/Projector/Lap Top - Training Room	Plan/Eng, Water, Electric	Map Display for Meetings/Presentations/Training/Conferences		-	15,000	-	-	-		
3	Gen Office Equip	Copier & Fax Upgrades	F&A - IT	Replace Aging Equipment	3	10,000	-	-	-	-	30,000	
4	Furn & Equipment	Standing workstation	F&A-IT/Cust Svc/Eng/Admin	Employee Health and Wellness	17	900	-	15,300	-	-		
5	Furn & Equipment	Commission Room AV Equipment	F&A - IT	Upgrade Commission Room AV Equipment, Microphones, Interactive Display		-	69,843	2,045	2,148	2,255	2,368	
6	Gen Office Equip	General office equipment	F&A - IT	General equipment replacements		-	15,000	100,000	100,000	100,000	100,000	
7	Total General Office Equipment						-	115,143	111,045	102,148	102,255	132,368
8	Hardware	Replacement computers	F&A - IT	Replace aging Equipment (staff addition in Plan/Eng covered)	10	1,000	-	10,000	10,000	10,000	10,000	
9	Hardware	Dual Monitors & 1 Android tablet for CSR	Water/Cust Svc	Department requests for efficiency	5	250	-	1,250	-	-	-	
10	Hardware	Trimble GPS Handheld with 5 year support	Planning & Eng	Equipment replacement - no longer supported	1	10,000	-	10,000	-	-	-	
11	Hardware	Miscellaneous Hardware	F&A - IT	Future planning/Unplanned replacements		-	-	125,000	125,000	125,000	125,000	
12	Hardware	I series Server Replacement	F&A - IT	Replace aging equipment		-	-	-	50,000	-	-	
13	Hardware	Spare Equipment	F&A - IT	Spare Equipment for emergency replacement(monitors/printers/etc.)		-	30,000	30,000	30,000	30,000	30,000	
14	Hardware	Server room UPS maintenance/battery replacement	F&A - IT	Uninterrupted power supply & battery back up replacement	1	2,000	-	2,000	54,254	2,000	2,000	
15	Hardware	Web Server	Marketing	Hosted Web Solutions - Customer Service Improvement	1	-	-	30,000	-	-	-	
16	Hardware	Remit Plus Scanners - Payment Processing	Cust. Service	Scanner Replacements	3	4,000	-	-	12,000	-	-	
17	Hardware	Tablets for Trucks	Electric	2nd phase of data maps in the field (3 electric/1 eng/2 water)	6	400	-	2,400	-	-	-	
18	Hardware	Wireless System Upgrade/Replacement	F&A - IT	Replace aging equipment		-	-	-	-	25,000	-	
19	Hardware	Fiber Ring /INET Connectivity	F&A - IT	Connectivity/Redundancy for systems/remote sites		-	100,000	100,000	100,000	100,000	100,000	
20	Hardware	Network Switches	F&A - IT	Future Standard Replacement Cycle		-	-	25,000	-	-	-	
21	Hardware	ShoreTel Phones	F&A - IT	Replace aging phones - compatible with Mitel	10	600	-	6,000	-	-	-	
22	Hardware	Phone System Upgrade	F&A - IT	Current system no longer supported by September 2020		-	-	75,000	-	-	-	
23	Hardware	SAN - includes 5 years of maintenance	F&A - IT	Replace of existing equipment - currently 5 years old		-	-	73,669	-	-	-	
24	Hardware	VMware HP DL380p Server - Add Host machine	F&A - IT	Replacement of existing equipment		-	-	-	-	-	100,000	
25	Hardware	AS400 iSeries DR Solution Cybernetics iGuard Replication	F&A - IT	Position for Disaster Recovery & Backup/replication appliance to CPS Data Center. DR VPN Tunnel Access		-	30,000	-	-	-	-	
26	Hardware	NAS Backup Device	F&A - IT	Replacement of existing equipment	1	6,000	-	6,000	-	-	-	
27	Hardware	Vmware/Windows Backup and Disaster Recovery - Unitrends	F&A - IT	Future maintenance contracts for Vmware system		-	-	16,878	3,450	3,450	-	
28	Hardware	Firewall	F&A - IT	Replace product reaching end of life support		-	-	10,000	-	-	-	
29	Hardware	Water Scada System Replacements	Water	Server/Workstation 6 years old/needs upgrade to Windows 10	2	5,000	-	-	-	10,000	-	
30	Hardware	HVAC Computer & Software Upgrade	Facilities	Windows 7 system no longer supported		-	26,000	-	-	-	-	
31	Hardware	Lobby - Replace IPAD Kiosk	F&A - IT	Improved Customer Service	1	2,000	-	-	2,000	-	-	
32	Total Hardware						-	402,319	383,132	322,450	305,450	367,000
33	Software	Software	F&A - IT	Misc/Future budgeting		-	30,000	50,000	50,000	50,000	50,000	
34	Software	SQL 2019	F&A - IT	Upgrade to latest version		-	855	-	-	-	-	
35	Software	Microsoft Client Access License - CALS		Upgrade from 2012 to 2019 CALS	60	100	-	6,000	-	-	-	
36	Software	Microsoft Client Access License - CALS Exchange		Upgrade from 2012 to 2019 CALS	60	100	-	6,000	-	-	-	
37	Software	Microsoft Client Access License - CALS Server		Upgrade from 2012 to 2019 CALS	60	43	-	2,577	-	-	-	
38	Software	Exchange Server 2019		Upgrader exchange server software from 2013 to 2019	1	3,740	-	3,740	-	-	-	
39	Software	SQL Software Upgrade		Upgrade from 2012 to 2017 SQL	1	3,855	-	3,855	-	-	-	
40	Software	Microsoft Windows Server 2019 Datacenter Lic	F&A - IT	Vmware Microsoft server licenses	2	7,500	-	-	-	15,000	-	
41	Total Software						-	53,027	50,000	50,000	65,000	50,000
42	Total CIP Expenditures - Administration						-	570,489	544,177	474,598	472,705	549,368
43	Cumulative CIP Expenditures - Administration						-	570,489	1,114,667	1,589,264	2,061,969	2,611,337

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019**

Electric Summary

Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
<u>Operating Fund</u>							
<u>System Projects</u>							
Miscellaneous	See Detail	-	175,000	175,000	175,000	175,000	175,000
System Material & Facilities	See Detail	-	660,000	585,000	510,000	495,000	495,000
Vehicles/Equipment	See Detail	-	478,000	495,000	470,000	370,000	345,000
<u>Local Area Projects</u>							
New UG Cables & Related Cost (Net of Contribution)	See Detail	-	350,000	400,000	400,000	450,000	450,000
Replace UG Cable Projects	See Detail	-	10,000	10,000	10,000	10,000	10,000
Rebuild OH Lines	See Detail	-	437,500	125,000	75,000	50,000	175,000
<u>Major System Projects</u>							
Feeder Extension Projects	See Detail	250,000	984,500	608,100	505,950	761,750	795,000
Convert OH to UG	See Detail	-	285,000	-	-	-	-
Territory Acquisition	See Detail	-	350,000	100,000	100,000	100,000	100,000
Shakopee Substation	See Detail	-	265,000	-	-	-	-
South Shakopee Substation	See Detail	-	80,000	60,000	-	-	-
Pike Lake Substation	See Detail	-	85,000	-	-	-	30,000
Dean Lake Substation	See Detail	-	137,000	-	-	-	-
East Shakopee Substation	See Detail	-	1,200,000	-	-	216,300	4,950,000
West Shakopee Substation	See Detail	-	1,200,000	-	-	216,300	4,950,000
Upgrade Projects	See Detail	-	330,000	200,000	210,000	220,000	220,000
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	120,000	1,820,000	1,700,000	1,700,000	-
Service Center	See Detail	12,000	308,000	3,048,000	45,000	4,052,000	45,000
Total Operating Fund		262,000	7,455,000	7,626,100	4,200,950	8,816,350	12,740,000
<u>Relocation Fund</u>							
Relocation Projects	See Detail	-	480,750	125,000	102,000	55,000	394,300
Total Relocation Fund		-	480,750	125,000	102,000	55,000	394,300
Total Electric		262,000	7,935,750	7,751,100	4,302,950	8,871,350	13,134,300
Cumulative Total Electric		262,000	8,197,750	15,948,850	20,251,800	29,123,150	42,257,450

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Electric Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
Operating Fund							
System Projects							
Miscellaneous	As Necessary	-	175,000	175,000	175,000	175,000	175,000
Total Miscellaneous		-	175,000	175,000	175,000	175,000	175,000
System Material & Facilities							
Remote Cutter	Safety	4,000	-	-	-	-	-
Lateral Circuit Reconfiguration	System Reliability	-	85,000	25,000	25,000	25,000	25,000
Meters	New Construction	-	80,000	60,000	50,000	50,000	50,000
Padmount Switches & Related	Load/Development	-	125,000	150,000	150,000	150,000	150,000
Distribution Transformers	Restock to min.	-	200,000	205,000	205,000	205,000	205,000
System Capacitors-Additional	PF Improvements	-	25,000	25,000	25,000	25,000	25,000
SCADA-Capacitor Control	Op. Efficiencies & Voltage Control	-	40,000	40,000	40,000	40,000	40,000
SCADA Switches for Tie Switches	System Reliability	-	80,000	80,000	-	-	-
CT Burden/3 Phase Meter Tester	Meter Tester	-	15,000	-	-	-	-
UG Cable Locator	Replace Old Equipment	-	10,000	-	-	-	-
Meter Tester	Replace Old Equipment	-	-	-	15,000	-	-
Total System Material & Facilities		-	660,000	585,000	510,000	495,000	495,000
Vehicles/Equipment							
Construction-Related Equipment-New/Additional/Replacement	Tool Replacement	-	45,000	45,000	45,000	45,000	45,000
Underground Equipment (Tamper, Jumping Jack, Electric Jack Hammer)	Life Cycle Replacement	-	10,000	-	-	-	-
#636 One Ton w/Utility Box	Life Cycle Replacement	-	58,000	-	-	-	-
Roll Tamp	New Equipment	-	35,000	-	-	-	-
#642 One Ton Dump Truck	Life Cycle Replacement	-	55,000	-	-	-	-
Backyard Digger/Bucket Truck	New Equipment	-	175,000	-	-	-	-
Single Wire Reel Trailer	Life Cycle Replacement	-	11,000	-	-	-	-
Skid Steer Loader #624	Life Cycle Replacement	-	60,000	-	-	-	-
Skid Loader Attachment Pole Setter	New	-	20,000	-	-	-	-
Skid Loader Auger	New	-	9,000	-	-	-	-
#621 Pickup (Replace Yard Truck)	Life Cycle Replacement	-	-	40,000	-	-	-
Mini Skid Loader/Backhoe	Life Cycle Replacement	-	-	50,000	-	-	-
#616 Double Bucket	Life Cycle Replacement	-	-	300,000	-	-	-
Mini Excavator	New Equipment	-	-	60,000	-	-	-
Air Compressor	Life Cycle Replacement	-	-	-	30,000	-	-
#617 Duty Truck	Life Cycle Replacement	-	-	-	40,000	-	-
Directional Bore Equipment	New Equip for UG Construction	-	-	-	250,000	-	-
Vac-Tron	Life Cycle Replacement	-	-	-	55,000	-	-
#637 Engineering Pick Up 4X4	Life Cycle Replacement	-	-	-	50,000	-	-
Dump Truck	New Equipment	-	-	-	-	120,000	-
#610 F550 4x4 Service Truck	Life Cycle Replacement	-	-	-	-	175,000	-
Forklift	Life Cycle Replacement	-	-	-	-	30,000	-
Digger Truck	Life Cycle Replacement	-	-	-	-	-	300,000
Total Vehicles/Equipment		-	478,000	495,000	470,000	370,000	345,000

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Electric Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
Local Area Projects							
New UG Cables & Related Cost (Net of Contribution)	Load/Development	-	350,000	400,000	400,000	450,000	450,000
Total New UG Cables & Related Cost (Net of Contribution)		-	350,000	400,000	400,000	450,000	450,000
Replace UG Cable Projects							
DL-44 CR83 Reconstruction	County Project	-	35,000	-	-	-	-
DL-41 CR83 Reconstruction	County Project	-	30,000	-	-	-	-
Replace UG Cable - Projects Yet To Be Determined	As Needed	-	10,000	10,000	10,000	10,000	10,000
Total Replace UG Cable Projects		-	10,000	10,000	10,000	10,000	10,000
Rebuild OH Lines							
Rebuild OH lines - as needed RP3	Change Out	-	150,000	50,000	50,000	50,000	50,000
SH-08 Levee Drive 0.25 mile	Street Project	-	25,000	-	-	-	-
SH-10 Levee Drive 0.25 mile	Street Project	-	25,000	-	-	-	-
SS-31 CR 42 from CR 17 to CR 83 1.625 miles	County Project	-	162,500	-	-	-	-
DL-55 CR 83 from, VIBS to Hwy 169 0.75 mile	County Project	-	75,000	-	-	-	-
BL-22 Stagecoach Road and Maras Avenue	Street Project	-	-	75,000	-	-	-
SS-31 CR 17 South of CR 42 to CR 82 0.75 mile	Street Project	-	-	-	-	-	75,000
DL-52 Eagle Creek Blvd@Vierling Drive 0.25 mile	Street Project	-	-	-	25,000	-	-
SS-32 CR 15 @Hwy 169 Ramps 0.50 mile	Roundabout Impacts	-	-	-	-	-	50,000
Total Rebuild OH Lines		-	437,500	125,000	75,000	50,000	175,000
Major System Projects							
Feeder Extension Projects							
DL-98 New Feeder DL Sub to 4th Ave 2.00 miles	Development (Canterbury Commons)	250,000	-	-	-	-	-
PL-75 SBX to Stagecoach Rd 0.25 mile	Development	-	58,500	-	-	-	-
SS-32 CR 16 Ext. from CR15 to CR69 1.25 mile	Street Project & Development	-	117,000	121,700	63,200	-	-
SS-83 New Feeder SS Sub to CR 69&HWY169 via Xcel Easement, CR78&CR69 3.75 miles OH/UG Mix	Load Growth	-	575,000	-	-	-	-
Dean Lake Sub Exit Circuits 1.0 mile	Load Growth	-	-	243,400	-	-	-
SS-84 New Feeder SS Sub to CR 17 via Stonebrooke 0.75 mile	Load Growth	-	-	-	189,750	-	-
West Shakopee Substation Exit Circuits	Load Growth	-	-	-	-	104,000	520,000
DL-97 New Feeder DL Sub to Barendscheer Blvd 1.0 mile	Development (Canterbury Commons)	-	-	-	-	263,100	-
DL-42 Feeder Extension to Data Center 0.5 mile	Load Growth (Data Center)	-	-	-	-	131,550	-
Projects Yet to be Determined 1.0 mile	As Necessary	-	234,000	243,000	253,000	263,100	275,000
Total Feeder Extension Projects		250,000	984,500	608,100	505,950	761,750	795,000
Assumed Cost per mile unless noted otherwise		225,000	234,000	243,000	253,000	263,100	275,000
Convert OH to UG							
SH-08 Levee Drive 0.25 mile x 2.3 (rock)	Street Project	-	125,000	-	-	-	-
SH-10 Levee Drive 0.25 mile x 2.3 (rock)	Street Project	-	125,000	-	-	-	-
Muhlenhardt Undergrounding 0.75 mile	Reliability	-	35,000	-	-	-	-
Total Convert OH to UG		-	285,000	-	-	-	-

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Electric Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
99 Territory Acquisition							
100 Territory Acquisition	Purchase	-	200,000	-	-	-	-
101 Territory Acquisition	Consolidation	-	150,000	100,000	100,000	100,000	100,000
102 Total Territory Acquisition		-	350,000	100,000	100,000	100,000	100,000
104 Shakopee Substation							
105 Land Rights	Load Growth/Downtown Re-development	-	250,000	-	-	-	-
106 Substation to County Fiber & Fiber Equipment		-	15,000	-	-	-	-
107 Total Shakopee Substation		-	265,000	-	-	-	-
109 South Shakopee Substation							
110 Upgrade to RTAC C3 ilex	For SCADA	-	65,000	-	-	-	-
111 Substation to County Fiber & Fiber Equipment		-	15,000	-	-	-	-
112 Oil Change Out on Tap Changer (Transformer 1 & 2)	Maintenance/Extend Life of Tap Changer	-	-	60,000	-	-	-
113 Total South Shakopee Substation		-	80,000	60,000	-	-	-
115 Pike Lake Substation							
116 SCADA C3 ilex/Schweitzer RTAC & Blue Lake	Change out C3ilex	-	75,000	-	-	-	-
117 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-	-	-	-	30,000
118 Substation to County Fiber & Fiber Equipment		-	10,000	-	-	-	-
119 Total Pike Lake Substation		-	85,000	-	-	-	30,000
121 Dean Lake Substation							
122 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	30,000	-	-	-	-
123 Substation to County Fiber & Fiber Equipment		-	7,000	-	-	-	-
124 Dean Lake 2 115KV Circuit Switcher		-	100,000	-	-	-	-
125 Total Dean Lake Substation		-	137,000	-	-	-	-
127 East Shakopee Substation							
128 Land Rights	Load Growth	-	1,200,000	-	-	-	-
129 Planning/Design/Project Management	Load Growth	-	-	-	-	216,300	450,000
130 Construction	Load Growth	-	-	-	-	-	4,500,000
131 Total East Shakopee Substation		-	1,200,000	-	-	216,300	4,950,000
133 West Shakopee Substation							
134 Land Rights	Load Growth	-	1,200,000	-	-	-	-
135 Planning/Design/Project Management	Load Growth	-	-	-	-	216,300	450,000
136 Construction	Load Growth	-	-	-	-	-	4,500,000
137 Total West Shakopee Substation		-	1,200,000	-	-	216,300	4,950,000
139 Upgrade Projects							
140 Downtown Alley Reconstruction add duct banks	Alley paving w/concrete	-	100,000	-	-	-	-
141 SH-08 Reconductoring 4th, Spencer, Fillmore, Somerville	Load Growth	-	40,000	-	-	-	-

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Electric Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
Projects yet to be determined		-	190,000	200,000	210,000	220,000	220,000
Total Upgrade Projects		-	330,000	200,000	210,000	220,000	220,000
ADVANCED METERING INFRASTRUCTURE (AMI)							
Planning/Design/Project Management	Project Planning/Design	-	120,000	120,000	-	-	-
Construction/Implementation/Hardware/Software/Training	Customer Service	-	-	1,700,000	1,700,000	1,700,000	-
Total ADVANCED METERING INFRASTRUCTURE (AMI)		-	120,000	1,820,000	1,700,000	1,700,000	-
Service Center							
Miscellaneous Building Improvements/Replacements	Maint. & Requested Changes	-	45,000	45,000	45,000	45,000	45,000
Replace Outside Landscape Lighting	Replace Problem Lighting and Upgrade Efficiency	12,000	20,000	-	-	-	-
Repair or Replace Exhaust Fan in Garage Area (exhaust fans not working)	Replace or Repair	-	-	-	-	-	-
Warehouse Expansion		-	50,000	3,000,000	-	-	-
SPU Signage for South Entrance of Service Center (Non-public)	Facility Security	-	20,000	-	-	-	-
Display Case Office		-	7,000	-	-	-	-
Garage Heaters	Maintenance	-	30,000	-	-	-	-
Extend Outdoor Storage Cement 225X33	Additional Storage	-	100,000	-	-	-	-
Seal Wash Bay (Cracks & Surface)	Maintenance	-	6,000	-	-	-	-
Seal Wood Beams & Chaulk Windows	Maintenance	-	30,000	-	-	-	-
Door Seal Loading Dock		-	-	3,000	-	-	-
Ice Machine		-	-	-	-	7,000	-
Building Expansion Office		-	-	-	-	4,000,000	-
Total Service Center		12,000	308,000	3,048,000	45,000	4,052,000	45,000
Total Operating Fund		262,000	7,455,000	7,626,100	4,200,950	8,816,350	12,740,000
	Relocation Fund						
Relocation Projects							
SS-31 CR 42 from CR 17 to CR 83 1.625 miles (inc. \$112,000 for pad mount regulators)	County Project	-	269,750	-	-	-	-
DL-55 CR83 from VIBS to HWY 169 0.75 mile	County Project	-	163,000	-	-	-	-
BL-22 Maras Street & Stagecoach Road	Street Project	-	-	75,000	-	-	-
DL-52 Eagle Creek Blvd@Vierling Drive 0.25 mile	Street Project	-	-	-	50,000	-	-
SS-32 CR 15 & Hwy 169 Ramps 0.50 mile	Roundabout Impacts	-	-	-	-	-	136,900
SS-31 CR 17 South of CR 42 to CR 82 0.75 mile	Street Project	-	-	-	-	-	197,400
Projects Yet to Be Determined 0.50 Ckt. mile	As Necessary	-	48,000	50,000	52,000	55,000	60,000
Total Relocation Projects		-	480,750	125,000	102,000	55,000	394,300
Total Relocation Fund		-	480,750	125,000	102,000	55,000	394,300
Total Electric		262,000	7,935,750	7,751,100	4,302,950	8,871,350	13,134,300

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019**

Water Summary

Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
<u>Operating Fund</u>							
Miscellaneous	See Detail	-	504,000	355,000	306,000	255,000	280,000
System Upgrades	See Detail	-	79,500	64,000	20,000	20,000	20,000
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	125,825	2,073,751	2,000,000	2,000,000	-
Vehicles/Equipment	See Detail	-	55,500	95,000	-	-	-
Total Operating Fund		-	764,825	2,587,751	2,326,000	2,275,000	300,000
<u>Reconstruction Fund</u>							
Reconstruction Projects	See Detail	-	455,000	1,400,000	215,000	205,000	210,000
Total Reconstruction Fund		-	455,000	1,400,000	215,000	205,000	210,000
<u>Trunk Fund</u>							
Trunk Water Mains - SPUC Projects	See Detail	-	25,000	25,000	25,000	25,000	25,000
Over Sizing - Non-SPUC Projects	See Detail	-	381,450	403,870	285,800	297,250	1,363,980
Total Trunk Fund		-	406,450	428,870	310,800	322,250	1,388,980
<u>Connection Fund</u>							
Wells	See Detail	-	645,000	125,000	-	-	-
Water Treatment	See Detail	-	1,072,000	8,505,000	-	-	-
Pump House Additions/Expansions	See Detail	-	200,000	2,800,000	-	3,500,000	3,650,000
New Tanks and Transmission Water Main	See Detail	-	2,700,000	-	-	-	-
Booster Stations	See Detail	110,000	-	-	-	-	-
Auxiliary Facilities	See Detail	-	70,000	170,000	216,000	52,000	497,120
Total Connection Fund		110,000	4,687,000	11,600,000	216,000	3,552,000	4,147,120
Total Water		110,000	6,313,275	16,016,621	3,067,800	6,354,250	6,046,100
Cumulative Total Water		110,000	6,423,275	22,439,896	25,507,696	31,861,946	37,908,046

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Water Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
<u>Operating Fund</u>							
Miscellaneous							
Water Meters	PM/Development	-	150,000	150,000	150,000	150,000	175,000
8" Watermain Looping Boulder Pointe	Development	-	150,000	-	-	-	-
Cl2 Feed Improvements	Safety/Enhanced Accuracy	-	75,000	75,000	-	-	-
Chemical Feed Scales	Life Cycle Replacement	-	24,000	25,000	26,000	-	-
Reservoir Maintenance	Preventative Maintenance	-	50,000	50,000	50,000	50,000	50,000
Power Wash Towers	Preventative Maintenance	-	15,000	15,000	15,000	15,000	15,000
Hydrant Replacement	As Needed	-	40,000	40,000	40,000	40,000	40,000
CR16 Valve & Hydrant Adjustments	County Trail Project CP-16-XX	-	-	-	25,000	-	-
Total Miscellaneous			504,000	355,000	306,000	255,000	280,000
System Upgrades							
Reservoir Mixers	Water Quality	-	35,000	35,000	-	-	-
PO4 Addition at Wellfield	Water Quality	-	7,000	-	-	-	-
Sidewalk Repair	Safety/Maintenance	-	4,000	-	-	-	-
Cl2 Leak Detection Upgrade	Safety/Lifecycle Replacement	-	13,500	9,000	-	-	-
SCADA Communications Upgrade	Water System Reliability	-	-	-	-	-	-
Sealcoat Drives/Repair	Preventative Maintenance	-	5,000	5,000	5,000	5,000	5,000
Miscellaneous Equipment	As Needed	-	15,000	15,000	15,000	15,000	15,000
Total System Upgrades		-	79,500	64,000	20,000	20,000	20,000
Advanced Metering Infrastructure (AMI)							
Planning/Design/Project Management	Project Planning/Design	-	125,825	73,751	-	-	-
Construction/Implementation/Hardware/Software/Training	Customer Service	-	-	2,000,000	2,000,000	2,000,000	-
Total Advanced Metering Infrastructure (AMI)		-	125,825	2,073,751	2,000,000	2,000,000	-
Vehicles/Equipment							
Field & Brush Mower w/Trailer	Grounds Maintenance	-	6,000	-	-	-	-
Watermain Locator	Life Cycle Replacement	-	4,500	-	-	-	-
Water Operator Apprentice Truck #651	Customer Service	-	45,000	-	-	-	-
Replace Truck #622	Life Cycle Replacement	-	-	40,000	-	-	-
Replace Truck #635	Life Cycle Replacement	-	-	55,000	-	-	-
Total Vehicles/Equipment			55,500	95,000	-	-	-

**Shakopee Public Utilities
Capital Improvement Plan
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Water Detail**

Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
Total Operating Fund		-	764,825	2,587,751	2,326,000	2,275,000	300,000
Reconstruction Fund							
Reconstruction							
Full-Depth Pavement Reconstruction	City CIP	-	10,000	-	5,000	5,000	10,000
Bituminous Overlay	City CIP	-	20,000	30,000	20,000	10,000	10,000
Reconstruction	City Street Recon	-	150,000	390,000	150,000	150,000	150,000
Correct Deficient Services	As Needed	-	40,000	40,000	40,000	40,000	40,000
Reconstruct watermain on Hansen from 21 to Crossing Blvd		-	235,000	-	-	-	-
18" Recon CR 83 from VIBS to HWY 169 0.75 mile	County Project	-	-	940,000	50,000	-	-
Total Reconstruction			455,000	1,400,000	215,000	205,000	210,000
Total Reconstruction Fund			455,000	1,400,000	215,000	205,000	210,000
Trunk Fund							
Trunk Water Mains - SPU Projects (Completed by SPU)							
Projects to be determined		-	25,000	25,000	25,000	25,000	25,000
Total Trunk Water Mains - SPU Projects		-	25,000	25,000	25,000	25,000	25,000
Over Sizing - Non-SPU Projects (Completed by Others)							
16" WM East from Monarch Estates parallel to 17th Ave to CR 83 0.875 mile NES	Development	-	158,000	82,420	171,400	178,250	-
16" WM Krystal Addition to CR 79 (800 ft) NES	Development	-	72,800	-	-	-	-
12" WM South from Hwy 169 to 17th Ave 0.25 mile (Hauer) NES	Development	-	50,650	-	-	-	-
12" WM C.R. 16 from C.R. 15 west to C.R. 69 - (DR Horton) 0.25 mile/segment 2-HES	Development/City Project/Scott County Proj	-	-	55,000	57,200	59,500	-
12" WM on Stagecoach Rd from Eagle Creek Preserve to Hansen Ave 0.5 mile NES	Development	-	-	108,200	-	-	-
12" WM Vierling Drive West from CR 69 0.25 mile NES	Development	-	-	52,900	-	-	-
12" WM South of Valley View Road @ Independence 0.50 mile (Hauer) 1-HES	Development	-	-	105,350	-	-	-
12" WM Parallel to CR 69 South from Vierling Drive 0.75 mile NES	Development	-	-	-	57,200	59,500	61,880
12" WM Thrush Street from CR 83 to 0.25 mile West 1- HES	Development	-	-	-	-	-	61,900
12" WM CR 83 from Thrush Street to 0.50 mile north and south 1-HES	Development	-	-	-	-	-	123,800
12" WM West of Tank #8 Site thru area B to CR69 0.25 mile	Development	-	-	-	-	-	123,800
12"WM West of CR 69 thru area B 0.50 mile 2-HES	Development	-	-	-	-	-	123,800
12" WM CR 69 South of HWY 169 0.50 mile 1-HES to 2-HES	Development	-	-	-	-	-	119,000
12" WM West of CR 69 thru area B 0.50 mile 1-HES	Development	-	-	-	-	-	123,700

**Shakopee Public Utilities
Capital Improvement Plan
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Water Detail**

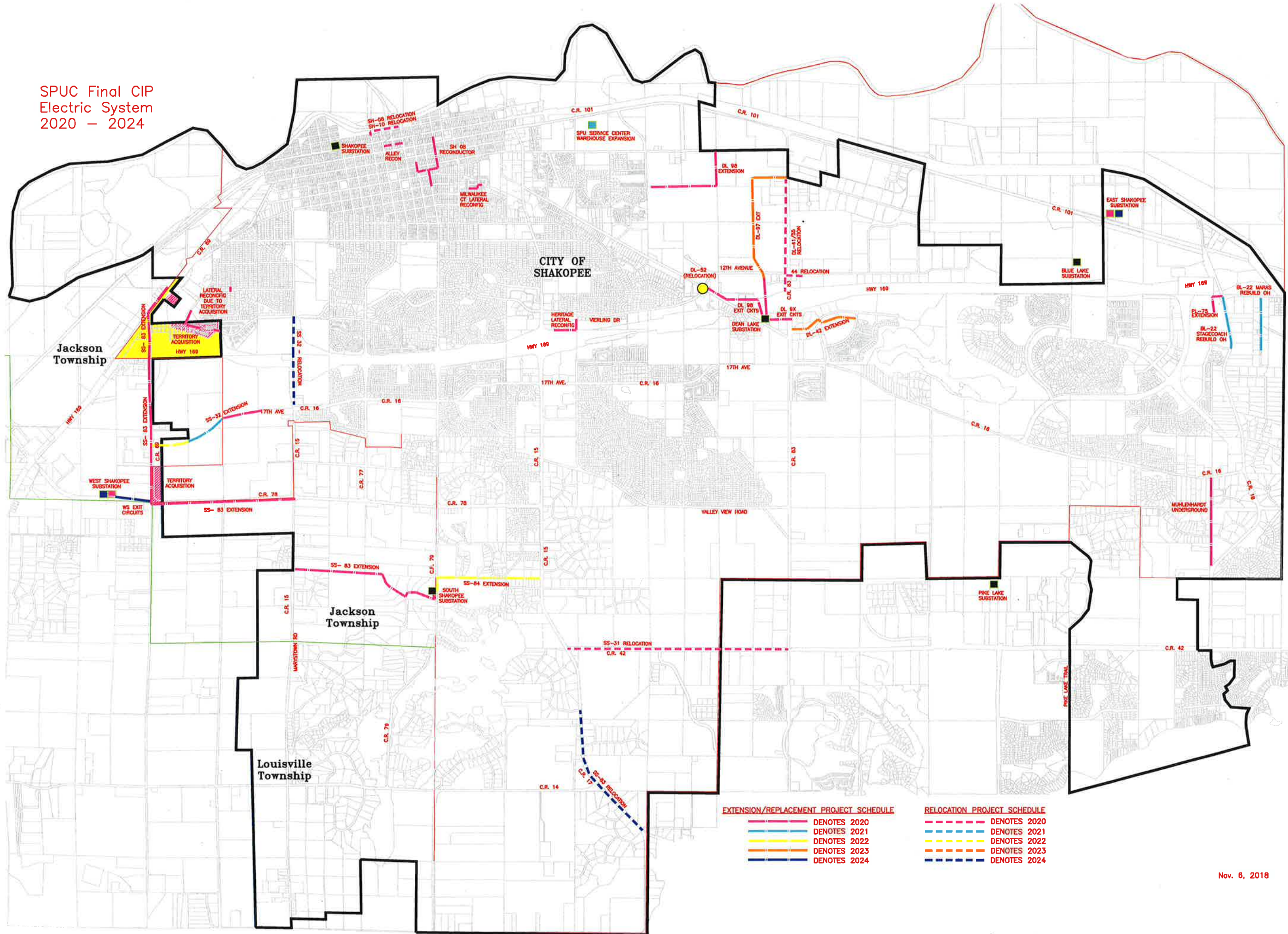
Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
12" WM Parallel to CR 69 South from CR 16 0.25 mile 2-HES	Development	-	-	-	-	-	61,900
12" WM Horizon Drive across CR 18 to Foothill Road 2-HES (1.0 mile) 2 HES to NES	Development	-	-	-	-	-	234,000
8" WM on Muhlenhardt Rd 0.50 mile 1-HES to 2-HES	Development	-	-	-	-	-	86,900
12" WM West of Windermere 0.75 mile 1-HES	Development	-	-	-	-	-	243,300
Projects to be determined		-	100,000	-	-	-	-
Total Over Sizing - Non-SPU Projects		-	381,450	403,870	285,800	297,250	1,363,980
Total Trunk Fund		-	406,450	428,870	310,800	322,250	1,388,980
Connection Fund							
Wells							
Observation Wells @ Tank 3 and TBD	Department of Natural Resources Monitoring	-	125,000	125,000	-	-	-
2-HES Jordan Well @ Tank #8 Site	Development	-	520,000	-	-	-	-
Total Wells			645,000	125,000	-	-	-
Water Treatment							
NES Jordan Well #22 Submersible (Pump House No. 3 modifications)	Radium Remediation	-	550,000	-	-	-	-
Water Treatment Plant	Water Quality	-	522,000	8,505,000	-	-	-
Total Water Treatment		-	1,072,000	8,505,000	-	-	-
Pump House Additions/Expansions							
2-HES Pump House @ Tank #8 Site	Development	-	200,000	2,800,000	-	-	-
Pumphouse 2 Rehabilitation	Justification and Cost TBD	-	-	-	-	3,500,000	-
Pumphouse 4 Rehabilitation	Justification and Cost TBD	-	-	-	-	-	3,650,000
Total Pump House Additions/Expansions		-	200,000	2,800,000	-	3,500,000	3,650,000
New Tanks and Transmission Water Main							
2-HES District Storage (0.75 MG, Elevated Tank) @ South of Windermere	Development	-	2,700,000	-	-	-	-
Total New Tanks and Transmission Water Main		-	2,700,000	-	-	-	-
Booster Stations							
Booster Station @ Windermere 1-HES to 2-HES	Development	110,000	-	-	-	-	-
Total Booster Stations		110,000	-	-	-	-	-
Auxiliary Facilities							
Inline Booster Station Site @ Foothill Road and Horizon Drive	Development	-	-	-	156,000	-	-
Southbridge PRV Sites	Pressure Control	-	10,000	110,000	-	-	-
Normal Zone Elevated Tank PRVs	Pressure Control	-	60,000	60,000	60,000	-	-

**Shakopee Public Utilities
Capital Improvement Plan
Semi-Final
Dated: November 14, 2019
Water Detail**

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Item Description	Justification	2019 Carryover	2020	2021	2022	2023	2024
Inline Booster Station @ Foothill and Horizon NES to 2 HES	Development	-	-	-	-	52,000	416,000
Pressure Reducing Valve - 2-HES to 1-HES @ Horizon Drive City Trail East of Foothill Rd.	Development	-	-	-	-	-	27,040
Pressure Reducing Valve - 2-HES to 1-HES @ Muhlenhardt Rd	Development	-	-	-	-	-	27,040
Pressure Reducing Valve - 2-HES to 1-HES @ CR 69	Development	-	-	-	-	-	27,040
Total Auxiliary Facilities		-	70,000	170,000	216,000	52,000	497,120
Total Connection Fund		110,000	4,687,000	11,600,000	216,000	3,552,000	4,147,120
Total Water		110,000	6,313,275	16,016,621	3,067,800	6,354,250	6,046,100

SPUC Final CIP
Electric System
2020 - 2024



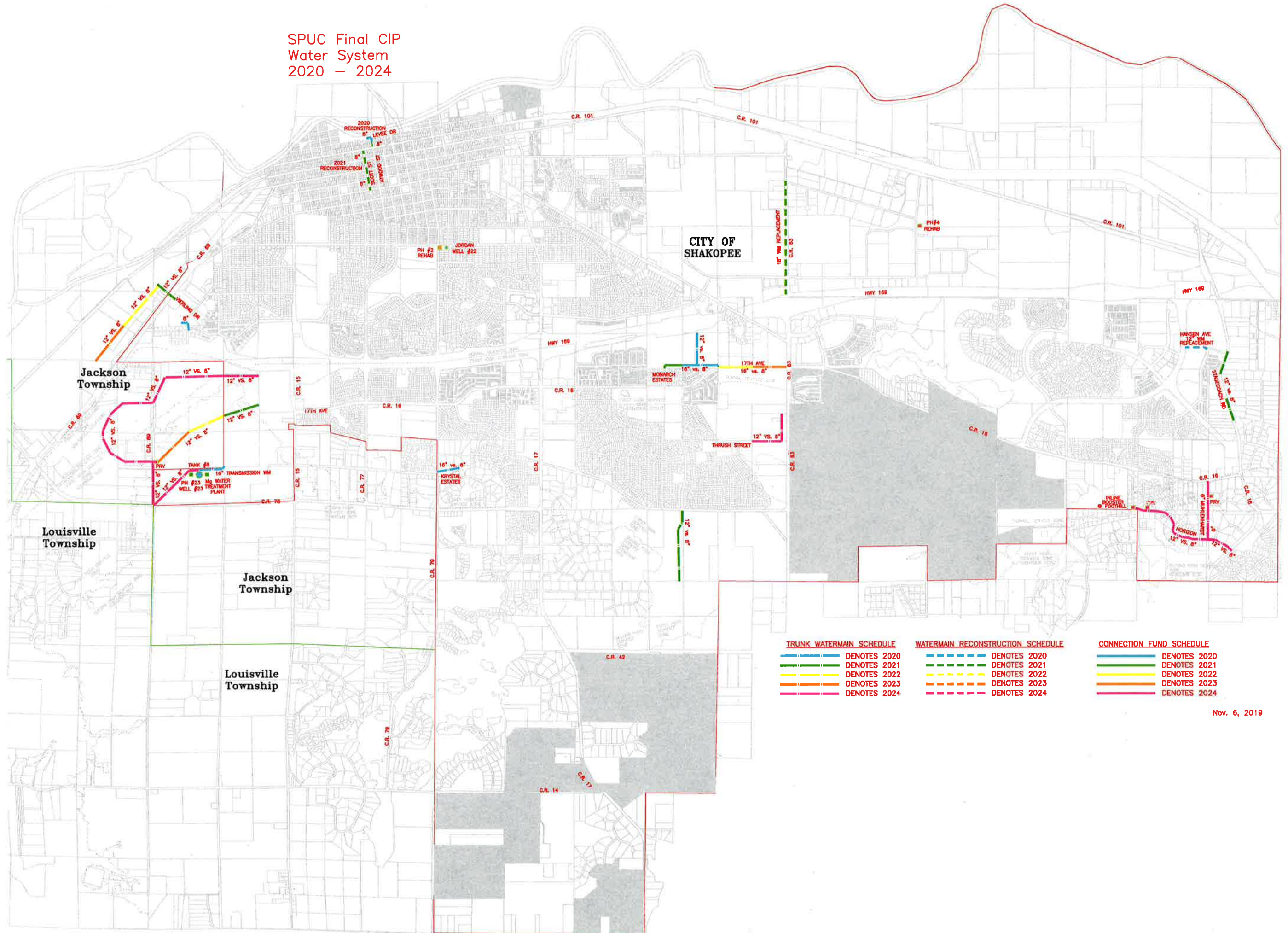
EXTENSION/REPLACEMENT PROJECT SCHEDULE

- DENOTES 2020
- DENOTES 2021
- DENOTES 2022
- DENOTES 2023
- DENOTES 2024

RELOCATION PROJECT SCHEDULE

- - - DENOTES 2020
- - - DENOTES 2021
- - - DENOTES 2022
- - - DENOTES 2023
- - - DENOTES 2024

SPUC Final CIP
Water System
2020 - 2024



TRUNK WATERMAIN SCHEDULE

- DENOTES 2020
- DENOTES 2021
- DENOTES 2022
- DENOTES 2023
- DENOTES 2024

WATERMAIN RECONSTRUCTION SCHEDULE

- - - DENOTES 2020
- - - DENOTES 2021
- - - DENOTES 2022
- - - DENOTES 2023
- - - DENOTES 2024

CONNECTION FUND SCHEDULE

- DENOTES 2020
- DENOTES 2021
- DENOTES 2022
- DENOTES 2023
- DENOTES 2024




11b

SHAKOPEE PUBLIC UTILITIES


“Lighting the Way – Yesterday, Today and Beyond”

November 15, 2019

PROPOSE AS CONSENT

TO: John Crooks 

CC: Joe Adams
Sherri Anderson
Greg Drent
Lon Schemel
Sharon Walsh
Kelley Willemssen

FROM: Renee Schmid,  Director of Finance and Administration

SUBJECT: Financial Results for October, 2019

The following Financial Statements are attached for your review and approval.

Month to Date & Year to Date Financial Results – October, 2019

- Combined Statement of Revenue & Expense and Net Assets – Electric, Water and Total Utility
- Electric Operating Revenue & Expense Detail
- Water Operating Revenue & Expense Detail

Key items to note:

Month to Date Results – October, 2019

- Total Utility Operating Revenues for the month of October totaled \$5.1 million and were unfavorable to budget by \$71k or 1.4%. Electric revenues were favorable to budget by \$19k or 0.4% driven by lower than plan energy sales in the residential and industrial and groups that was offset by higher than plan power cost adjustment revenues. Water revenues were unfavorable to budget by \$90k or 16.6% due to lower than plan sales in all revenue groups. To date, 2019 has delivered one of the highest recorded annual amounts of precipitation which is impacting sales revenues.
- Total operating expenses were \$3.3 million and were favorable to budget by \$339k or 9.2%. Purchased power costs which totaled \$2.3 million were \$131k or 5.3% lower than budget for the month. Total Operating Expense for electric including purchased power totaled \$3.0 million and was favorable to budget by \$271k or 8.3% due to lower than plan purchased power costs of \$131k, lower than plan energy conservation expense of \$40k, and lower than plan administrative and general expense of \$109k due to timing of expenses in employee benefits and outside services, and higher than plan depreciation expense of \$3k. Total Operating Expense for Water totaled \$348k and was favorable to budget by \$68k or 16.3% due to lower than plan operation and maintenance expense of \$18k, lower than plan



SHAKOPEE PUBLIC UTILITIES

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- administrative general and depreciation expenses of \$46k, and lower than plan depreciation expense of \$4k.
- Total Utility Operating Income was \$1.7 million and was \$268k favorable to budget due to lower than plan operating expenses of \$339k and was partially offset by lower than plan operating revenues of \$71k.
 - Total Utility Non-Operating Revenue was \$134k and was favorable to budget by \$69k driven by higher than plan investment income of \$26k, higher than plan rental and miscellaneous income of \$18k, and a \$24K gain on the disposition of an electric vehicle.
 - Capital Contributions for the month of October totaled \$402k and were favorable to budget by \$142k due to recognition of capital contributions for electric projects of \$231k and meter fees of \$3k, that were partially offset by lower than plan collection of water connection fees of \$63k, and lower than plan collection of trunk water fees of \$30k.
 - Transfers to the City of Shakopee totaled \$210k and were very slightly lower than budget for the month by 0.1%.
 - Change in Net Position was \$2.1 million and was favorable to budget by \$0.5 million primarily due to higher than plan operating income of \$268k, higher than plan capital contributions of \$142k, and higher than plan non-operating revenues of \$69k.
 - Electric usage billed to customers in October was 37,504,044 kWh, a decrease of 8.6% from September usage billed at 41,036,980 kWh.
 - Water usage billed to customers in October was 141.9 million gallons, a decrease of 28.3% from September usage billed at 197.9 million gallons.

Year to Date Financial Results – October, 2019

- Total Utility Operating Revenue year to date October was \$46.9 million and was unfavorable to budget by \$1.9 million or 3.9%. Electric operating revenues totaled \$42.7 million and were unfavorable to budget by \$1.5 million or 3.4% driven by lower than plan energy sales in the residential and industrial groups and lower than plan power cost adjustment revenues in all revenue groups due to lower than plan sales and lower purchased power costs per kWh. Average cost of purchased power per kWh year to date is 1.5% lower than plan at 7.610 cents/kwh versus planned costs of 7.724 cents/kwh. Water operating revenues totaled \$4.3 million and were unfavorable to budget by \$398k or 8.5% driven by lower than plan sales volumes in all revenue groups. Record levels of precipitation in 2019 are resulting in lower water consumption by our customers.
- Total Utility Operating Expenses year to date October were \$40.3 million and were favorable to budget by \$2.6 million or 6.0% primarily due to lower than plan purchased power costs of \$1.3 million due to lower sales and lower costs/kwh, lower than plan operation and maintenance expenses of \$0.2 million, timing of expenditures in energy conservation of \$0.2 million, lower than plan administrative and general expense of \$0.8 million of which \$0.3 million is in outside services for projects and employee benefits expense of \$0.4 million due to timing, and other miscellaneous expense of \$0.1 million. Total Operating Expense for electric including purchased power was \$36.4 million and was favorable to budget by \$2.2 million or 5.8%. Total Operating Expense for Water was \$3.9 million and was also favorable to budget by \$0.3 million or 8.2%.



SHAKOPEE PUBLIC UTILITIES

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- Total Utility Operating Income was \$6.6 million and was favorable to budget by \$0.7 million driven by lower than plan operating expenses of \$2.6 million and partially offset by lower than planned operating revenues of \$1.9 million.
- Total Utility Non-Operating Income was \$1.7 million and was favorable to budget by \$0.9 million due to higher than planned investment income of \$0.8 million, higher than plan rental and miscellaneous income of \$47k, a \$103k net gain on the sale of electric vehicles and equipment, and lower than plan interest expense on customer deposits of \$9k.
- YTD Capital Contributions were \$4.4 million and are favorable to budget by \$1.8 million due to collection of water connection fees of \$1.6 million, and paid in capital contributions of \$0.3 million, that were partially offset by lower than plan collection of trunk fees of \$0.1 million.
- Municipal contributions to the City of Shakopee totaled \$2.1 million year to date and are lower than plan by \$3k or 0.2%. The actual estimated payment throughout the year is based on prior year results and will be trued up at the end of the year.
- YTD Change in Net Position is \$10.7 million and is favorable to budget by \$3.4 million reflecting higher than plan net operating income, higher than plan capital contributions, and higher than plan non-operating revenues.

SHAKOPEE PUBLIC UTILITIES
MONTH TO DATE FINANCIAL RESULTS
OCTOBER 2019



SHAKOPEE PUBLIC UTILITIES
“Lighting the Way – Yesterday, Today and Beyond”

SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Month to Date Actual - October 2019			Month to Date Budget - October 2019			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	MTD Actual v. Budget B/(W) \$ %	MTD Actual v. Budget B/(W) \$ %	MTD Actual v. Budget B/(W) \$ %			
OPERATING REVENUES	\$ 4,602,024	454,400	5,056,424	4,582,921	544,765	5,127,686	19,103	0.4%	(90,365)	-16.6%	(71,262)	-1.4%
OPERATING EXPENSES												
Operation, Customer and Administrative	2,770,297	211,512	2,981,809	3,044,437	275,375	3,319,813	274,140	9.0%	63,863	23.2%	338,003	10.2%
Depreciation	206,071	136,914	342,985	202,651	141,094	343,745	(3,420)	-1.7%	4,180	3.0%	760	0.2%
Amortization of Plant Acquisition	-	-	-	-	-	-	-	0.0%	-	-	-	0.0%
Total Operating Expenses	2,976,368	348,426	3,324,794	3,247,089	416,469	3,663,558	270,721	8.3%	68,043	16.3%	338,764	9.2%
Operating Income	1,625,656	105,974	1,731,630	1,335,832	128,296	1,464,128	289,824	21.7%	(22,322)	-17.4%	267,502	18.3%
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	35,657	1,860	37,517	16,968	2,105	19,073	18,689	110.1%	(245)	-11.6%	18,444	96.7%
Interdepartment Rent from Water	7,500	-	7,500	7,500	-	7,500	-	0.0%	-	-	-	0.0%
Investment Income	59,597	11,135	70,733	26,983	18,126	45,109	32,614	120.9%	(6,991)	-38.6%	25,623	56.8%
Interest Expense	(5,516)	(210)	(5,726)	(6,327)	(162)	(6,489)	811	12.8%	(48)	-29.6%	763	11.8%
Amortization of Debt Issuance Costs and Loss on Refunding	-	-	-	-	-	-	-	#DIV/0!	-	-	-	#DIV/0!
Gain/(Loss) on the Disposition of Property	24,416	-	24,416	-	-	-	24,416	-	-	-	24,416	0.0%
Total Non-Operating Revenue (Expense)	121,654	12,786	134,440	45,124	20,070	65,193	76,530	169.6%	(7,284)	-36.3%	69,246	106.2%
Income Before Contributions and Transfers	1,747,310	118,760	1,866,070	1,380,956	148,366	1,529,321	366,354	26.5%	(29,606)	-20.0%	336,748	22.0%
CAPITAL CONTRIBUTIONS	231,757	170,387	402,144	-	260,029	260,029	231,757	-	(89,642)	-34.5%	142,115	54.7%
TRANSFER TO MUNICIPALITY	(119,125)	(91,000)	(210,125)	(120,539)	(89,882)	(210,420)	1,414	1.2%	(1,118)	-1.2%	296	0.1%
CHANGE IN NET POSITION	\$ 1,859,942	198,147	2,058,089	1,260,417	318,513	1,578,930	599,526	47.6%	(120,366)	-37.8%	479,159	30.3%

**SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE**

	MTD Actual October 2019	MTD Budget October 2019	MTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 1,524,416	1,572,427	(48,011)	-3.1%
Commercial and Industrial	2,975,626	2,915,898	59,729	2.0%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	<u>4,500,043</u>	<u>4,488,325</u>	<u>11,718</u>	<u>0.3%</u>
Forfeited Discounts	27,635	21,498	6,137	28.5%
Free service to the City of Shakopee	7,125	7,002	123	1.8%
Conservation program	67,222	66,096	1,126	1.7%
Total Operating Revenues	<u>4,602,024</u>	<u>4,582,921</u>	<u>19,103</u>	<u>0.4%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	2,342,172	2,473,080	130,908	5.3%
Distribution operation expenses	39,908	39,408	(500)	-1.3%
Distribution system maintenance	72,283	61,384	(10,899)	-17.8%
Maintenance of general plant	19,537	27,396	7,859	28.7%
Total Operation and Maintenance	<u>2,473,901</u>	<u>2,601,268</u>	<u>127,367</u>	<u>4.9%</u>
Customer Accounts				
Meter Reading	14,390	10,979	(3,411)	-31.1%
Customer records and collection	43,217	43,775	558	1.3%
Energy conservation	22,143	62,382	40,239	64.5%
Total Customer Accounts	<u>79,751</u>	<u>117,136</u>	<u>37,385</u>	<u>31.9%</u>
Administrative and General				
Administrative and general salaries	60,589	57,362	(3,228)	-5.6%
Office supplies and expense	14,124	18,853	4,729	25.1%
Outside services employed	8,494	36,989	28,495	77.0%
Insurance	6,890	14,963	8,074	54.0%
Employee Benefits	92,306	165,159	72,853	44.1%
Miscellaneous general	34,243	32,708	(1,535)	-4.7%
Total Administrative and General	<u>216,645</u>	<u>326,033</u>	<u>109,387</u>	<u>33.6%</u>
Total Operation, Customer, & Admin Expenses	<u>2,770,297</u>	<u>3,044,437</u>	<u>274,140</u>	<u>9.0%</u>
Depreciation	206,071	202,651	(3,420)	-1.7%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	<u>\$ 2,976,368</u>	<u>3,247,089</u>	<u>270,721</u>	<u>8.3%</u>
OPERATING INCOME	<u>\$ 1,625,656</u>	<u>1,335,832</u>	<u>289,824</u>	<u>21.7%</u>

SHAKOPEE PUBLIC UTILITIES
WATER OPERATING REVENUE AND EXPENSE

	MTD Actual	MTD Budget	MTD Actual v. Budget	
	October 2019	October 2019	Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 450,994	542,861	(91,867)	-16.9%
Forfeited Discounts	3,406	1,905	1,502	78.8%
Uncollectible accounts	-	-	-	-
Total Operating Revenues	<u>454,400</u>	<u>544,765</u>	<u>(90,365)</u>	<u>-16.6%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	45,638	43,902	(1,736)	-4.0%
Pumping and distribution maintenance	23,906	39,937	16,031	40.1%
Power for pumping	25,629	26,001	372	1.4%
Maintenance of general plant	924	4,683	3,758	80.3%
Total Operation and Maintenance	<u>96,098</u>	<u>114,523</u>	<u>18,425</u>	<u>16.1%</u>
Customer Accounts				
Meter Reading	5,742	5,784	42	0.7%
Customer records and collection	12,386	12,148	(238)	-2.0%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>18,128</u>	<u>17,932</u>	<u>(196)</u>	<u>-1.1%</u>
Administrative and General				
Administrative and general salaries	29,820	37,906	8,086	21.3%
Office supplies and expense	5,213	5,766	553	9.6%
Outside services employed	3,772	16,411	12,639	77.0%
Insurance	2,297	4,988	2,691	54.0%
Employee Benefits	44,082	59,681	15,599	26.1%
Miscellaneous general	12,104	18,170	6,066	33.4%
Total Administrative and General	<u>97,286</u>	<u>142,921</u>	<u>45,635</u>	<u>31.9%</u>
Total Operation, Customer, & Admin Expenses	<u>211,512</u>	<u>275,375</u>	<u>63,863</u>	<u>23.2%</u>
Depreciation	136,914	141,094	4,180	3.0%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>348,426</u>	<u>416,469</u>	<u>68,043</u>	<u>16.3%</u>
OPERATING INCOME	<u>\$ 105,974</u>	<u>128,296</u>	<u>(22,322)</u>	<u>-17.4%</u>

SHAKOPEE PUBLIC UTILITIES
YEAR TO DATE FINANCIAL RESULTS
OCTOBER 2019



SHAKOPEE PUBLIC UTILITIES
“Lighting the Way – Yesterday, Today and Beyond”

**SHAKOPEE PUBLIC UTILITIES
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**

	Year to Date Actual - October 2019			Year to Date Budget - October 2019			Electric		Water		Total Utility	
	Electric	Water	Total Utility	Electric	Water	Total Utility	YTD Actual v. Budget B/(W) \$ %	YTD Actual v. Budget B/(W) \$ %	YTD Actual v. Budget B/(W) \$ %			
OPERATING REVENUES	\$ 42,664,668	4,274,923	46,939,591	44,181,051	4,672,481	48,853,532	(1,516,383) -3.4%	(397,558) -8.5%	(1,913,941) -3.9%			
OPERATING EXPENSES												
Operation, Customer and Administrative	34,386,602	2,490,681	36,877,283	36,657,676	2,792,229	39,449,906	2,271,075 6.2%	301,548 10.8%	2,572,622 6.5%			
Depreciation	2,060,710	1,369,137	3,429,846	2,026,514	1,410,936	3,437,450	(34,195) -1.7%	41,799 3.0%	7,604 0.2%			
Amortization of Plant Acquisition	-	-	-	-	-	-	- 0.0%	- -	- 0.0%			
Total Operating Expenses	36,447,311	3,859,818	40,307,130	38,684,191	4,203,165	42,887,356	2,236,879 5.8%	343,347 8.2%	2,580,226 6.0%			
Operating Income	6,217,356	415,104	6,632,461	5,496,860	469,316	5,966,176	720,496 13.1%	(54,211) -11.6%	666,285 11.2%			
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	193,168	204,703	397,871	169,680	180,562	350,242	23,488 13.8%	24,141 13.4%	47,629 13.6%			
Interdepartment Rent from Water	75,000	-	75,000	75,000	-	75,000	- 0.0%	- -	- 0.0%			
Investment Income	853,856	353,371	1,207,227	269,827	181,265	451,092	584,030 216.4%	172,106 94.9%	756,136 167.6%			
Interest Expense	(54,145)	(1,874)	(56,019)	(63,271)	(1,618)	(64,889)	9,127 14.4%	(256) -15.8%	8,871 13.7%			
Amortization of Debt Issuance Costs and Loss on Refunding	-	-	-	-	-	-	- #DIV/0!	- 0.0%	- #DIV/0!			
Gain/(Loss) on the Disposition of Property	102,509	-	102,509	-	-	-	102,509 0.0%	- -	102,509 -			
Total Non-Operating Revenue (Expense)	1,170,389	556,200	1,726,589	451,236	360,209	811,445	719,153 159.4%	195,991 54.4%	915,144 112.8%			
Income Before Contributions and Transfers	7,387,746	971,304	8,359,050	5,948,096	829,525	6,777,621	1,439,650 24.2%	141,780 17.1%	1,581,429 23.3%			
CAPITAL CONTRIBUTIONS	296,804	4,110,458	4,407,262	-	2,600,290	2,600,290	296,804 -	1,510,168 58.1%	1,806,972 69.5%			
MUNICIPAL CONTRIBUTION	(1,190,587)	(909,969)	(2,100,555)	(1,205,390)	(696,815)	(2,104,205)	14,803 1.2%	(11,154) -1.2%	3,649 0.2%			
CHANGE IN NET POSITION	\$ 6,493,963	4,171,793	10,665,756	4,742,707	2,530,999	7,273,706	1,751,257 36.9%	1,640,794 64.8%	3,392,051 46.6%			

**SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE**

	YTD Actual	YTD Budget	YTD Actual v. Budget	
	October 2019	October 2019	Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 14,908,226	15,734,447	(826,222)	-5.3%
Commercial and Industrial	26,810,189	27,517,871	(707,682)	-2.6%
Uncollectible accounts	-	-	-	#DIV/0!
Total Sales of Electricity	41,718,415	43,252,318	(1,533,903)	-3.5%
Forfeited Discounts	252,802	214,982	37,821	17.6%
Free service to the City of Shakopee	71,245	70,016	1,229	1.8%
Conservation program	622,205	643,735	(21,530)	-3.3%
Total Operating Revenues	42,664,668	44,181,051	(1,516,383)	-3.4%
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	29,462,078	30,828,679	1,366,601	4.4%
Distribution operation expenses	356,646	394,084	37,438	9.5%
Distribution system maintenance	483,926	613,840	129,915	21.2%
Maintenance of general plant	260,026	273,960	13,934	5.1%
Total Operation and Maintenance	30,562,676	32,110,562	1,547,887	4.8%
Customer Accounts				
Meter Reading	108,009	109,791	1,782	1.6%
Customer records and collection	470,014	437,751	(32,264)	-7.4%
Energy conservation	461,766	623,821	162,055	26.0%
Total Customer Accounts	1,039,789	1,171,362	131,573	11.2%
Administrative and General				
Administrative and general salaries	567,413	573,615	6,202	1.1%
Office supplies and expense	156,625	188,526	31,901	16.9%
Outside services employed	118,556	369,891	251,335	67.9%
Insurance	113,432	149,631	36,199	24.2%
Employee Benefits	1,502,294	1,767,013	264,719	15.0%
Miscellaneous general	325,816	327,076	1,260	0.4%
Total Administrative and General	2,784,137	3,375,752	591,615	17.5%
Total Operation, Customer, & Admin Expenses	34,386,602	36,657,676	2,271,075	6.2%
Depreciation	2,060,710	2,026,514	(34,195)	-1.7%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 36,447,311	38,684,191	2,236,879	5.8%
OPERATING INCOME	\$ 6,217,356	5,496,860	720,496	13.1%

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

	YTD Actual	YTD Budget	YTD Actual v. Budget	
	October 2019	October 2019	Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 4,235,714	4,653,435	(417,721)	-9.0%
Forfeited Discounts	39,207	19,046	20,161	105.9%
Uncollectible accounts	1	-	1	#DIV/0!
Total Operating Revenues	<u>4,274,923</u>	<u>4,672,481</u>	<u>(397,558)</u>	<u>-8.5%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	433,813	439,017	5,204	1.2%
Pumping and distribution maintenance	333,230	399,371	66,141	16.6%
Power for pumping	253,625	260,013	6,388	2.5%
Maintenance of general plant	61,098	46,825	(14,273)	-30.5%
Total Operation and Maintenance	<u>1,081,766</u>	<u>1,145,227</u>	<u>63,461</u>	<u>5.5%</u>
Customer Accounts				
Meter Reading	56,617	57,840	1,223	2.1%
Customer records and collection	131,406	121,478	(9,928)	-8.2%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>188,023</u>	<u>179,318</u>	<u>(8,705)</u>	<u>-4.9%</u>
Administrative and General				
Administrative and general salaries	351,308	379,056	27,747	7.3%
Office supplies and expense	56,497	57,659	1,163	2.0%
Outside services employed	65,671	164,111	98,440	60.0%
Insurance	37,811	49,877	12,066	24.2%
Employee Benefits	543,181	635,285	92,104	14.5%
Miscellaneous general	166,425	181,696	15,271	8.4%
Total Administrative and General	<u>1,220,893</u>	<u>1,467,684</u>	<u>246,792</u>	<u>16.8%</u>
Total Operation, Customer, & Admin Expenses	<u>2,490,681</u>	<u>2,792,229</u>	<u>301,548</u>	<u>10.8%</u>
Depreciation	1,369,137	1,410,936	41,799	3.0%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>\$ 3,859,818</u>	<u>4,203,165</u>	<u>343,347</u>	<u>8.2%</u>
OPERATING INCOME	<u>\$ 415,104</u>	<u>469,316</u>	<u>(54,211)</u>	<u>-11.6%</u>





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SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

November 13, 2019

TO: John Crooks, Utilities Manager 
FROM: Sharon Walsh, Director of Marketing and Customer Relations 
SUBJECT: Website Development - Update

Overview

The four web developers identified in the 7/31/19 website project update have provided formal quotations. The associated costs and inclusions by vendor are presented in the attached excel spreadsheet. Prior direction was to reduce this list to two vendors and prepare presentations to the Commission.

Mr. Cory Dammann of Vivid Image will be presenting at the Monday, November 18th commission meeting. Project development, timelines, site functionality and design discussions will be included in the presentation. Commissioners will have the opportunity to address questions as needed.

Recommendation

Considering costs, timelines, services provided, utility-specific experience and communications/interactions thus far, staff recommends the Commission consider Vivid Image as the SPU website developer.

Action

Staff requests further direction from the Utilities Commission on the selection of a website vendor and desired next steps on the website project.

Website Vendor Quotes
2019

Vendor	Development	Hosting	Forms	Ongoing	12 Mos Expense	Pages	System	Timeline	Notations	Payments
Signalfire	\$ 16,250	\$ 1,800		\$ 350	\$ 22,250	not incl	WordPress	20-24 wks	Monthly fee for ongoing support recommended (\$150 hrly fee reduced)	50% upfront; Balance due at launch
Fjorge	\$ 24,700			\$ 549	\$ 31,288	not incl	WordPress	Depends on SPU	Monthly fee for ongoing support; hosting included	50% upfront; Balance due at launch
Vivid Image	\$ 15,300	\$ 720	\$ 99	\$ 11,000	\$ 28,208	45	WordPress	8-12 wks	Includes 100 hrs of 'non-expiring' support at \$110/hr	50% upfront; Balance due at launch
BlueSpire Marketing	\$ 38,450	\$ 9,000			\$ 47,450	30	C2	12-16 wks	10 hrs at \$165/hr included annually with hosting fees	Not provided