

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
FEBRUARY 5, 2018

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
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) January 2018 MMPA Board Meeting Public Summary
10. **Reports: Human Resources**
11. **Reports: General**
 - 11a) Saints Healthcare Foundation Donation Request
12. **New Business**
13. **Adjourn to Closed Session** - Annual Review of Utilities Manager
14. **Reconvene to Regular Session**
15. **Tentative Dates for Upcoming Meetings**
 - Mid Month Meeting -- February 20 (Tuesday)
 - Regular Meeting -- March 5
 - Mid Month Meeting -- March 19
 - Regular Meeting -- April 2
16. **Adjourn to 2/20/18** at the SPUC Service Center, 255 Sarazin Street

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Amundson called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., January 16, 2018.

MEMBERS PRESENT: Commissioners Joos, Amundson, Hennen and Weyer. Also present, Utilities Manager Crooks, Planning & Engineering Director Adams, Line Superintendent Drent, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh.

Motion by Weyer, seconded by Hennen to approve the minutes of the December 18, 2017 Commission meeting. Motion carried.

There were no Communication items to report.

President Amundson offered the agenda for approval.

Motion by Joos, seconded by Hennen to approve the agenda as presented. Motion carried.

Motion by Joos, seconded by Hennen to approve the Consent Business agenda as presented. Motion carried.

President Amundson stated that the Consent Items were: Item 8b: Quarterly Nitrate Report Advisory and Item 11b: SPU Website Analytics Update.

The warrant listing for bills paid January 2, 2018 was presented.

Motion by Weyer, seconded by Joos to approve the warrant listing dated January 2, 2018 as presented. Motion carried.

The warrant listing for bills paid January 16, 2018 was presented.

Motion by Joos, seconded by Hennen to approve the warrant listing dated January 16, 2018 as presented. Motion carried.

There was no Liaison report.

Water Superintendent Schemel provided a report of current water operations. A watermain break repair on Apgar Street was discussed. Construction of the Riverview Booster Station has experienced a two week delay due to the cold weather.

Item 8b: Quarterly Nitrate Report – Advisory was received as Consent Business.

Line Superintendent Drent provided a report of current electric operations. One electric outage at Pearson Elementary was reviewed.

Utilities Manager Crooks read the 2017 MMPA Board meeting public summary.

The designation of the MMPA Alternate Representative was reviewed. Commission President Amundson will fill the role until the annual appointment is made in April.

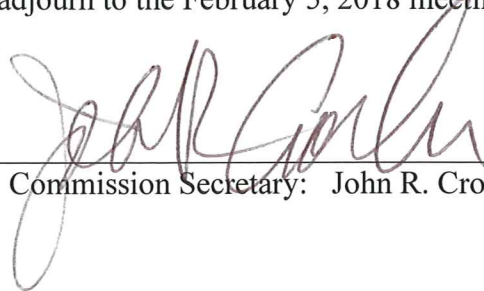
Marketing/Customer Relations Director Walsh updated the Board on the new Residential Clean Energy Choice Program. In the first month of the program 225 customers have signed up. Continued promotion of the program will take place over the next several months.

The public agenda packet is now available via the SPU Website – www.spucweb.com.

Item 11b: SPU Website Analytics – Update was received as Consent Business.


The tentative commission meeting dates of February 5 and February 20 (Tuesday) were noted.

Motion by Joos, seconded by Weyer to adjourn to the February 5, 2018 meeting. Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER 
SUBJECT: JANUARY 2018 MMPA BOARD MEETING SUMMARY
DATE: JANUARY 31, 2018

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on January 23, 2018 at the offices of Shakopee Public Utilities in Shakopee, Minnesota.

Participation in MMPA's Residential Clean Energy Choice program increased 4.5% over December, with 60 new customers signing up for the program. Customer penetration of MMPA's Clean Energy Choice program for residential customers increased to 2.6%, with a range of market penetration by members of 1.5% to 5.6%.


The Board approved Eagle Creek Elementary in Shakopee as a Hometown Solar grant recipient, as part of the Agency's 2018 Energy Education program.

The Buffalo Solar project is now in service and producing energy. MMPA has a long-term purchased power agreement for all of the output of the 7MW facility.

The Board discussed the status of the renewable projects that the Agency is pursuing.

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

11a

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER 
SUBJECT: SAINTS HEALTHCARE FOUNDATION DONATION REQUEST
DATE: JANUARY 31, 2018

Shakopee Public Utilities has again been approached by Kevin Bonney, Executive Director of the Saints Healthcare Foundation, with our annual sponsorship opportunity with the Foundation.

Attached to this memo is additional information regarding this donation request. The attached items are listed below:

- Saints Healthcare Foundation Project Descriptions and Sponsorship Levels
- Shakopee Public Utilities Donation Policy
- Charitable Donations 2018 year to date

This will be the only Saints Healthcare Foundation request for 2018. Sponsorship amenities for both events are outlined in the sponsorship levels. A single donation would provide SPU sponsorship at both events.

The donation request would fall under two of the five core values defined in our Donations Policy; the first being the #2 core value-Community Vitality and Enrichment and the second being the #4 core value-Health and Human Services.

In 2017, SPU was a Sponsor of Hope.

RECOMMENDATION –

This would be the fourth year of SPU sponsoring the Golf Ball Drop and the fifth year of being a Sponsor of Hope for the Gala. This year's sponsorship of both events would be combined as a Hope Sponsorship for a \$4000 donation.

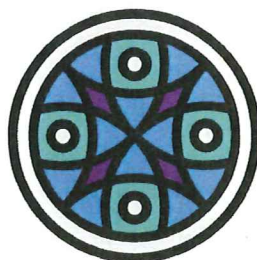
2018 Special Event Sponsorship Proposal

Presented to:



Spirit of the Saints Gala
Friday, April 27, 2018
Mystic Lake Center

Golf Event
Thursday, June 14, 2018
Stonebrooke Golf Course



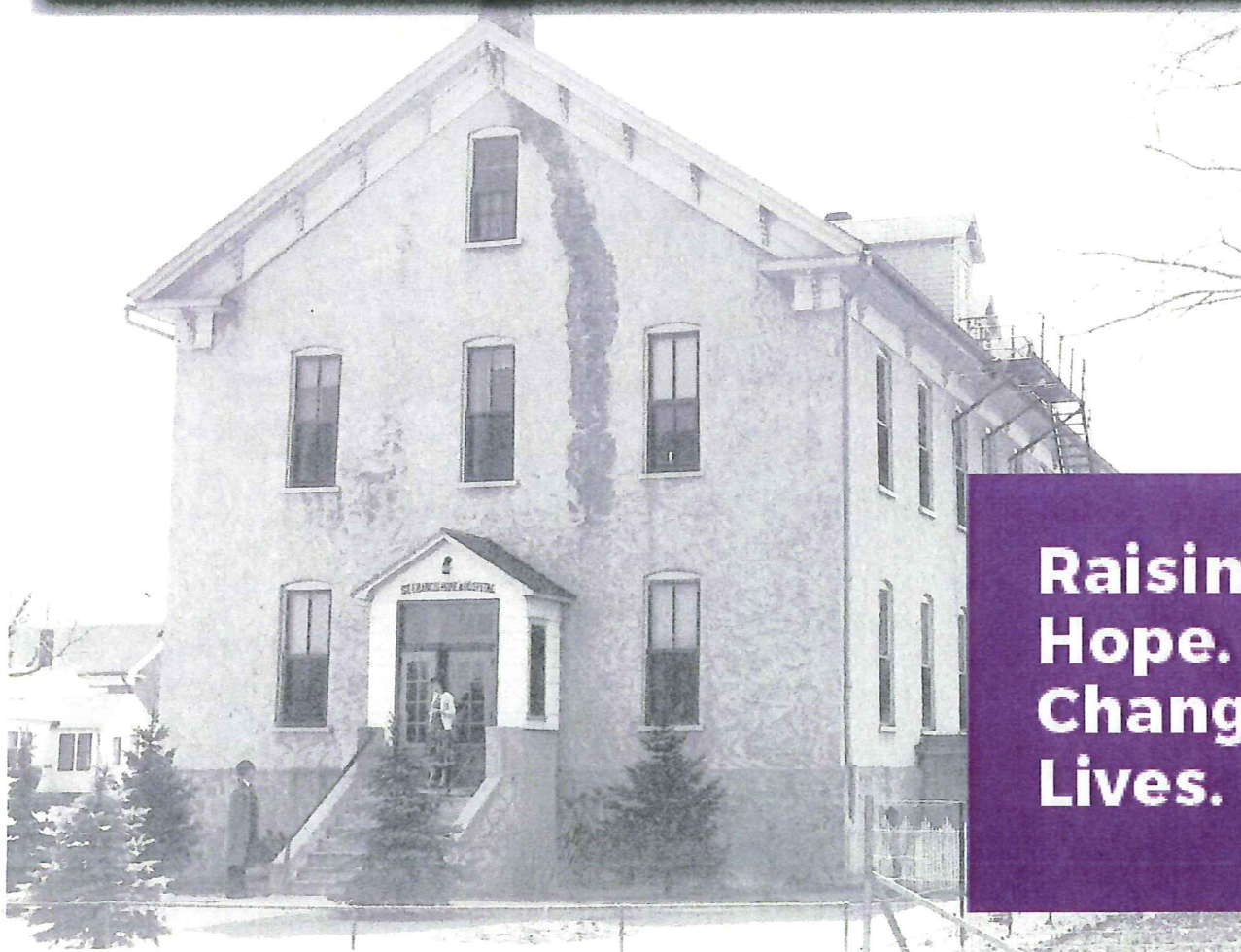
saints
FOUNDATION
Raising Hope. Changing Lives.

Saints Foundation

In the 1930's when the nearest hospital was in Minneapolis, three local residents – Bror Pearson, M.D., Father Marks and Frank Strunk – petitioned a group of Franciscan Sisters to open a hospital in Shakopee that would serve all community residents.

With community support and \$2,000, they purchased the Scott County poorhouse and founded St. Francis Hospital and Home in 1938. The transformation of the Poorhouse into a makeshift hospital was assigned to four young German Sisters – Sister Alphonsine Segar, Sister Paschalia Etges, Sister Ascentia Froehling and Sister Johanna Metzen. For two weeks prior to opening the facility, the Sisters painstakingly worked together with community members to bring the old structure up to state standards. Finally, on November 3, 1938, they opened the doors to serve all who needed care.

“Philanthropy is what started this hospital and philanthropy will be what compels this health campus into the future where generations to come will have their health care needs met, from birth to death, on a single campus in their community.” - Kevin L. Bonney



**Raising
Hope.
Changing
Lives.**

St. Francis Regional Medical Center



As our community grows, so do the outstanding programs and services provided by St. Francis.

Since moving to the current location in 1996,
we have experienced astounding levels of growth in 20 years:

20 Year Growth	1996	2016	% growth
Inpatient Admissions	2,636	5,823	121%
Surgical Procedures	2,578	4,788	86%
Births	661	1,261	91%
Emergency Room Visits	10,069	30,232	200%
Urgent Care Visits	1,248	10,872	771%

St. Francis is the only hospital in the country owned by three competing health systems: Allina Health, Park Nicollet /HealthPartners and Essentia Health. St. Francis ranks nationally in the 85th percentile in patient experience, and top in all Allina and Park Nicollet hospitals. St. Francis has also recognized as Top Workplace by Star Tribune for the 5th year in a row.

St. Gertrude's Health & Rehabilitation Center

St. Gertrude's has been serving our community for over twenty years with 105 skilled nursing beds for long term resident care and short term rehab therapy. We also have 40 assisted living apartments providing seniors assistance in daily living in a nurturing and active community. Additionally, we are physically adjacent to the hospital on a comprehensive medical campus.



St. Gertrude's offers:

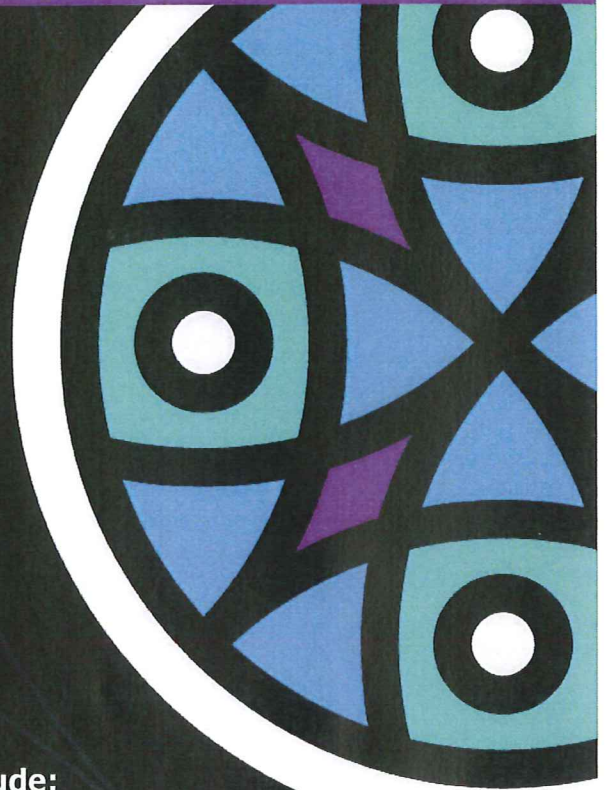
- Transitional care
- Rehabilitation for cognitively impaired
- Home therapy
- Assisted living community at The Gardens
- End of Life suites
- Integrative health therapies
- Therapy outpatient services, including aquatic therapy and mobility courtyard

In 2016:

Admission for transitional care	1,010
End of life care	38
Outpatient visits	2,285
Home care visits	3,259

Your Foundation Dollars at Work

Saints Foundation is the umbrella organization raising funds for St. Francis Regional Medical Center and St. Gertrude's Health & Rehabilitation Center, to assure the healthcare needs of the communities will be met from birth to death, on a single campus in their community.



Examples of your philanthropy dollars at work include:

Infusion Chairs, Cancer Center

The infusion chair impacts the patient experience of cancer care perhaps more than any other object in the Cancer Center. The new chairs were chosen by the patients themselves; they are comfortable enough for day-long treatments and have the required features to keep patients safe.

In Reach Program, Connecting People with Mental Health Services

In Reach program in the Emergency Department provides navigation through the mental health care continuum for patients and connects them to medical and community services.

Integrative Therapies for Patients and Residents

Integrative health is a holistic approach that reduces pain, anxiety, and nausea through therapies such as acupuncture, guided imagery, medical and comfort massage, and aromatherapy with essential oils. These therapies are available to residents at St. Gertrudes and patients throughout the hospital, including in the Cancer Center, Family Birth, Emergency Department and post-surgery.

Lilac Lane, Increasing Comfort for Long Term Care Residents

The Lilac Lane project creates a comfortable gathering place for long term care residents of St. Gertrude's, including those with cognitive diagnoses, to spend time with family while remaining safe and visible to staff.

CHANGING LIVES

Exclusive Presenting Sponsorship, \$40,000 for Golf and Gala

Sponsorship benefits include but not limited to:

- Logo placement and co-branding on ALL marketing materials pertaining to the events. Marketing includes both internal and external communications regarding events. Internal communications to over 30,000 employees at St. Francis, Allina Health, Park Nicollet, Essentia and St. Gertrude's.
- A representative from your organization will have the opportunity to say a few words at both events.
- Representation from your organization on the Special Event Committee, with leadership role opportunities; group meets monthly.

GALA

- 3 VIP front row tables (seating for 30) at the Spirit of The Saints Gala.
- Logo placement on event program covers, and 15,000 invitations and save the date cards.
- Full-page color ad in gala program.

GOLF EVENT

- 18 holes of golf with player premiums for 12 (3 foursomes) at the golf outing.
Premiums include:
 - Four entries in the ball drop for each foursome participant (\$5,000 grand prize).
 - Four mulligans per foursome, prize entries and "swag bags" for golf participants.
 - Co-branding logo on event apparel.
 - Logo placement on event banners and event team photo frame.
 - Logo placement along with link for one year on www.SaintsFoundation.org.
 - Special recognition on the Saints Foundation Facebook page.
 - Tee box signage at the #1 and #10 at golf event.
 - Special recognition in "Thank you to Sponsors" ad in community papers.

Logo and commitment due by February 23, 2018.

COMMITMENT to CARE Sponsorship, \$25,000 (3 available) for Golf and Gala

Three available sponsorship opportunities:

- Cocktails at the Gala / 19th Hole at Golf
- Entertainment sponsor at the Gala
- Fund-a-Need Matching Fund

Sponsorship benefits include but not limited to:

- A representative from your organization will have the opportunity to say a few words at appropriate event.
- Representation from your organization on the Special Event Committee; group meets monthly.

GALA

- 2 VIP front row tables (seating for 20) at the Spirit of The Saints Gala.
- Logo placement in event brochures.
- Full-page color ad in gala program.

GOLF EVENT

- 18 holes of golf with player premiums for 12 (2 foursomes) at the golf outing.
Premiums include:
 - Four entries in the ball drop for each foursome participant (\$5,000 grand prize).
 - Four mulligans per foursome, prize entries and "swag bags" for golf participants
- Logo placement in golf brochure highlighting your sponsorship.
- Logo placement on select signage at events.
- Logo placement along with link for one year on www.SaintsFoundation.org.
- Special recognition on the Saints Foundation Facebook page.
- Signage at a tee box at golf event.
- Special recognition in "Thank you to Sponsors" ad in community papers.

Logo and commitment due by February 23, 2018.

HEALING Sponsorship, \$10,000 (6 available) for Golf and Gala

Available sponsorship opportunities:

- **Silent Auction:** logo placement on silent auction description pages, table, and program; including verbal recognition during the gala program.
- **Golf Cart Sponsor:** logo placement on all golf carts and golf program; including verbal recognition during the award ceremony.
- **Golf Dinner and Award Ceremony Sponsor:** special recognition at award ceremony following the outing; including logo placement on the award ceremony banner.
- **At-the-Turn Tent Sponsor:** sponsor can set up a tent between the 1st and 10th tee boxes and can provide additional give-a-ways.

Sponsorship benefits include but not limited to:

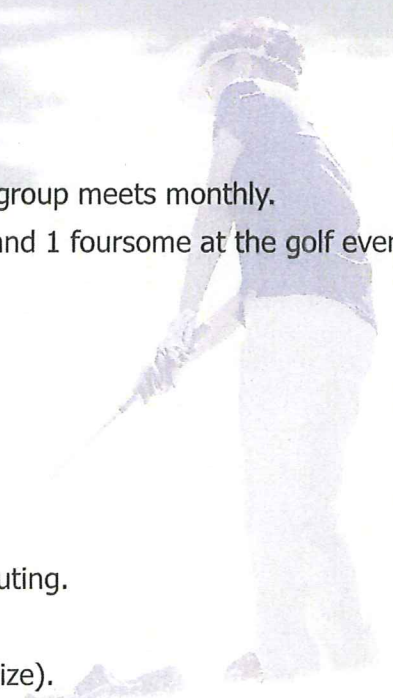
- Representation from your organization on the Special Event Committee; group meets monthly.
- Choice of either seating for 20 (2 tables) at the Spirit of the Saints Gala and 1 foursome at the golf event
- OR - seating for 10 (1 table) and 2 foursomes at the golf event.

GALA

- Half-page color ad in gala program.

GOLF EVENT

- 18 holes of golf with player premiums for four (1 foursome) at the golf outing.
Premiums include:
 - Four entries in the ball drop for each participant (\$5,000 grand prize).
 - Four mulligans per foursome, prize entries and "swag bags" for golf participants.
- Logo placement in golf brochure highlighting your sponsorship.
- Logo placement on select signage at event.
- Logo placement along with link for one year on www.SaintsFoundation.org.
- Special recognition on the Saints Foundation Facebook page.
- Signage at a tee box at golf event.
- Special recognition in "Thank you to Sponsors" ad in community papers.



HOPE Sponsorship, \$4,000 for Golf and Gala

Sponsorship benefits include but not limited to:

- Seating for 10 (1 table) at the Spirit of the Saints Gala.
- A foursome at the golf event.

GALA

- Name listed in gala program.

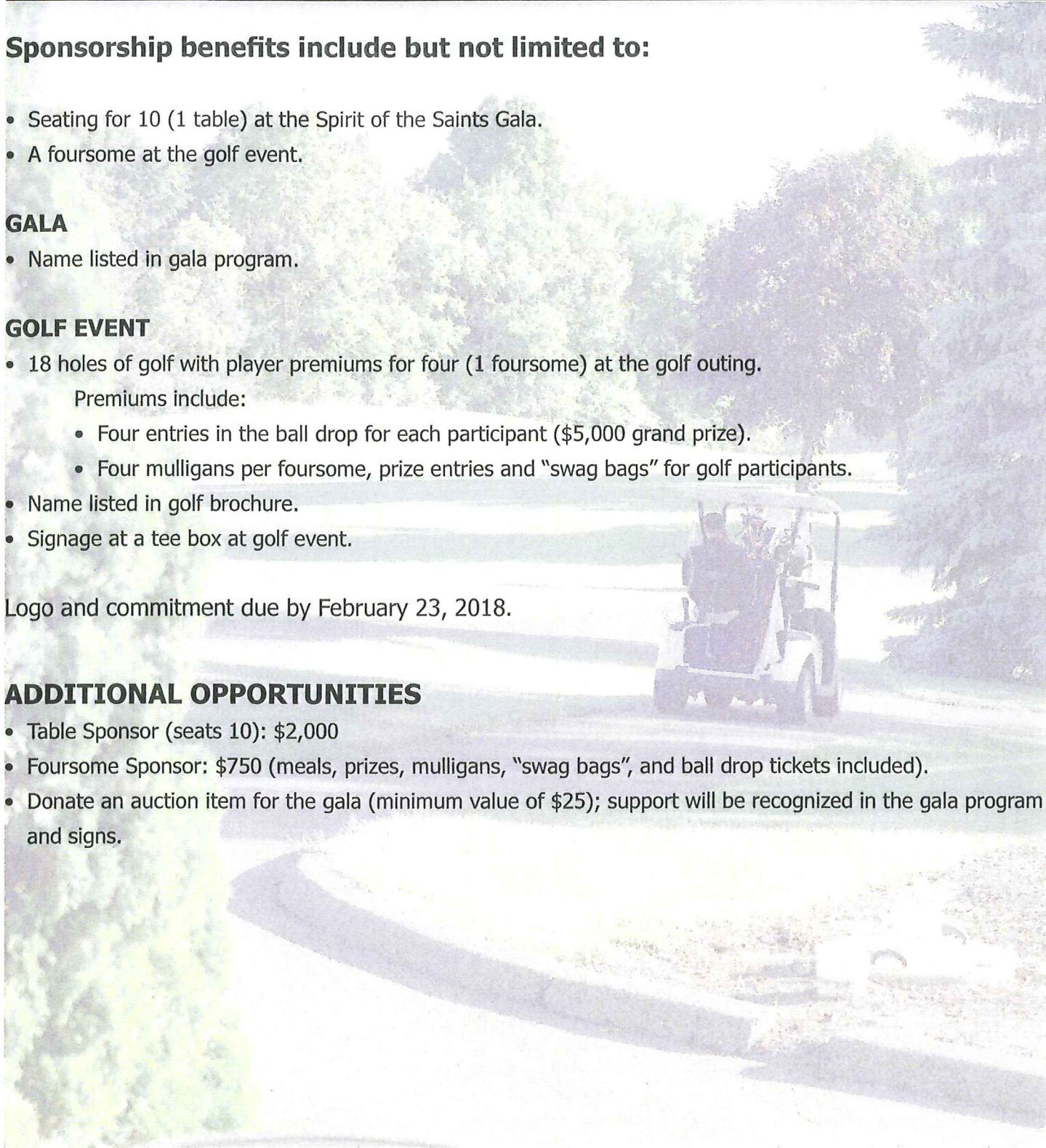
GOLF EVENT

- 18 holes of golf with player premiums for four (1 foursome) at the golf outing.
Premiums include:
 - Four entries in the ball drop for each participant (\$5,000 grand prize).
 - Four mulligans per foursome, prize entries and "swag bags" for golf participants.
- Name listed in golf brochure.
- Signage at a tee box at golf event.

Logo and commitment due by February 23, 2018.

ADDITIONAL OPPORTUNITIES

- Table Sponsor (seats 10): \$2,000
- Foursome Sponsor: \$750 (meals, prizes, mulligans, "swag bags", and ball drop tickets included).
- Donate an auction item for the gala (minimum value of \$25); support will be recognized in the gala program and signs.



2018 Saints Foundation Special Event Pledge & Commitment Form

Company Name: _____

Contact Name: _____

Contact phone and email: _____

Company Address: _____

SPONSORSHIP LEVELS

Please check the level of sponsorship you would like to secure.

\$40,000 Changing Lives Exclusive Presenting Sponsorship (estimated tax deduction \$35,000)

\$25,000 Commitment to Care Sponsorship (estimated tax deduction \$21,000)

\$10,000 Healing Sponsorship (estimated tax deduction \$9,000)

\$4,000 Hope Sponsorship (estimated tax deduction \$3,300)

\$2,000 Table Sponsor (estimated tax deduction \$1,000)

\$750 Foursome Sponsor

\$175 individual gala ticket

Please invoice me

Enclosed is a check

Please charge my credit card

Name on card: _____

Card number: _____

Expiration date: _____

Make checks payable to:

Saints Foundation
1455 St. Francis Avenue
Shakopee, MN 55379

For questions or to pay over the phone, contact Molly.Warmka@allina.com or 952-428-2070

SHAKOPEE PUBLIC UTILITIES COMMISSION

DONATIONS POLICY

The primary purpose of the donations policy is to assist charitable, educational and civic organizations within the Shakopee Public Utilities service area or which serve community needs within the service area. As a public utility, SPUC exists to serve its customers and its community.

At SPUC, we know that a community's energy does not always arrive through the power lines. It also comes from actions and efforts of those who live there. Our goal is to engage, support and improve the programs that foster growth and development of youth, provide sponsorship of causes that help the underprivileged and those that concentrate on civic and community development.

To achieve maximum impact in helping address the needs of our community, our donations policy focuses on the following 5 areas:

- 1. Education and Youth Development**
- 2. Community Vitality and Enrichment**
- 3. Culture and Fine Arts**
- 4. Health and Human Services**
- 5. Environmental Stewardship**

Donations will be guided under the direction of the Utilities Manager. The Commission has designated up to \$30,000 annually for donations to the worthwhile causes that focus on the areas listed above.

The Utilities Manager may disburse, in the Commission's behalf, amounts up to \$1000. The Commission itself can choose to designate recipients if so desired. If the Utilities Manager or Commission request an amount exceeding \$1000, the Commission must approve such a donation.

The Utilities Manager will present the yearly donation recipients and their donation amounts to the Commission in January of each year.

**Shakopee Public Utilities Commission
Charitable Donations - 2018**

	ORGANIZATION	DOLLARS
January	American Cancer Society - Shakopee Drive	250
January	Restoration Project International - Shakopee	250
January	Shakopee Educational Endowment	500
January	Shakopee Rotary Foundation - Fundraiser	500
January	Minnesota Special Olympics - Polar Plunge	500
	TOTAL	\$2,000