

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
September 18, 2017

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
 - 8b) Rahr Water Main Loop – Bid Results and Award
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) Electric Crews Update – Hurricane Irma
10. **Reports: Human Resources**
11. **Reports: General**
 - C=> 11a) August 2017 Financial Results
12. **New Business**
13. **Tentative Dates for Upcoming Meetings**

- Regular Meeting	--	October 2
- Mid Month Meeting	--	October 16
- Regular Meeting	--	November 6
- Mid Month Meeting	--	November 20
14. **Adjourn to 10/2/17** 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., September 5, 2017.

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

Motion by Helkamp, seconded by Weyer to approve the minutes of the August 7, 2017 Commission meeting. Motion carried.

Under Communications, Utilities Manager Crooks informed the Commission that the Shakopee Energy Park has been selected by Power magazine as the top natural gas fired generation facility in the United States for 2017.

President Amundson offered the agenda for approval.

Motion by Helkamp, seconded by Weyer to approve the agenda as presented. Motion carried.

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

President Amundson stated that the Consent Items were: Item 8h: Monthly Water Production Dashboard, Item 8i: American Dental Association 50 Year Fluoridation Recognition and Item 11c: July 2017 Financial Results.

The warrant listing for bills paid August 21, 2017 was presented.

Motion by Joos, seconded by Hennen to approve the warrant listing dated August 21, 2017 as presented. Motion carried.

The warrant listing for bills paid September 5, 2017 was presented.

Motion by Hennen, seconded by Helkamp to approve the warrant listing dated September 5, 2017 as presented. Motion carried.

There was no Liaison report.

Water Superintendent Schemel provided a report of current water operations. The water utilities portion of the 2017 Street Reconstruction Project has been completed. Fall hydrant flushing will begin soon. The status of other construction projects was updated.

Motion by Joos, seconded by Hennen to offer Resolution #1168. A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: Kelley Fuels at 250 Sarazin Street. Ayes: Commissioners Hennen, Joos, Helkamp, Weyer and Amundson. Nay: none. Motion carried. Resolution passed.

Motion by Weyer, seconded by Joos to offer Resolution #1169. A Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property Described as: Larson Development 101, LLC at 290 Sarazin Street. Ayes: Commissioners Helkamp, Weyer, Joos, Hennen and Amundson. Nay: none. Motion carried. Resolution passed.

Motion by Helkamp, seconded by Weyer to offer Resolution #1170. A Resolution Approving of the Estimated Cost of Pipe Oversizing on the Watermain Project: Windermere. Ayes: Commissioners Helkamp, Weyer, Joos, Hennen and Amundson. Nay: none. Motion carried. Resolution passed.

The potential acquisition of the Windermere Booster Station property was reviewed by Planning and Engineering Director Adams. DR Horton has indicated they are agreeing with the purchase price as discussed by Mr. Adams. The amount would be \$235,189.65 for the property that would contain a booster station, production well with related equipment and a treatment facility, if so warranted in the future.

Motion by Helkamp, seconded by Hennen to direct Staff to prepare a purchase agreement with DR Horton for the property in the amount of, not to exceed, \$235,189.65. Motion carried.

Mr. Schemel provided the bid results for the Riverview Booster Station watermain work. Our consultant with Sambatek evaluated the bid results and recommended to accept McNamara Contracting's low bid of \$176,729 out of the 7 bids received.

Motion by Helkamp, seconded by Hennen to award the low bid for the watermain work for the Riverview Booster Station in the amount of \$176,729. Motion carried.

An August Shakopee Valley News (SVN) e-article on nitrates in Shakopee was reviewed by Mr. Schemel. The article used incorrect data supplied by the MN Department of Health (MDH). The MDH has since retracted their report and is in the process of correcting their data. The printed SVN version of article contained the correct information.

Item 8h: Monthly Water Production Dashboard was received as Consent Business.

Item 8i: American Dental Association 50 Year Fluoridation Recognition was received as Consent Business.

Line Superintendent Drent provided a report of current electric operations. Four electric outages were reviewed and construction projects were updated.

Mr. Crooks read the August 2017 MMPA Board Meeting Public Summary into the record.

Mr. Drent reviewed the process and purchase of the new SPU Bucket Truck. He also reviewed the decision to have new SPU large trucks be white instead of yellow.

Marketing/Customer Relations Director Walsh provided the Daffron iXP Upgrade Project update. The go-live date of August 21 went well. Several small issues have been taken care of. Ms. Walsh and her Staff were complimented for their work by Commission President Amundson.

Finance Director Schmid provided an overview of the Shakopee Public Utilities Property and Liability Insurance coverage with the League of Minnesota Cities.

Motion by Helkamp, seconded by Hennen to not waive the monetary limits as a measure to limit any future claims exposure. Motion carried.

Item 11c: July 2017 Financial Results were received as Consent Business.

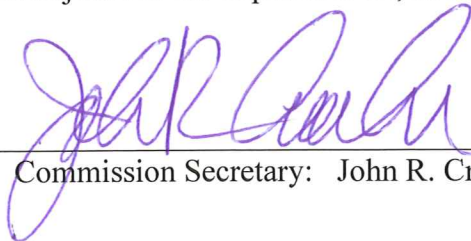
Mr. Crooks presented a sponsorship opportunity for the Chinese Lantern Light Festival being held at Canterbury Park. The event will be held from September 7 through October 22. The agreement with Canterbury Park was discussed. The total amount of the sponsorship requested was \$10,000, to be split between SPU and MMPA. If the opportunity presents itself again next year the dollars will come out of the Marketing budget.

Motion by Joos, seconded by Helkamp to donate \$5,000 to become a sponsor of the Chinese Lantern Light Festival. Motion carried.

There was discussion in regards to possible electronic public access of Commission Agenda packets. Staff will research the potential and bring back details at a future meeting

The tentative commission meeting dates of September 18 and October 2 were noted.


Motion by Helkamp, seconded by Joos to adjourn to the September 18, 2017 meeting. Motion carried.



Commission Secretary: John R. Crooks

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

8b

TO: John Crooks, Utilities Manager
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: Rahr Malting Water Main Loop to 2nd Avenue and Apgar Street
DATE: September 15, 2017

ISSUE

Bid award of a new water main construction project.

BACKGROUND

Per agreement the Commission is completing the water main loop begun by Rahr Malting in 2015 to serve the new Rahr Warehouse facility located north of 2nd Avenue and between Pierce and Shumway Streets.

Rahr installed water main south from 1st Avenue at Pierce Street under their own spur rail tracks and then east past Shumway Street. The remaining water main to complete the loop is approximately 572 feet in length to connect to the existing water main located at 2nd Avenue and Apgar Street and will have to be installed in a casing pipe that is to be directionally drilled under the UPRR tracks along 2nd Avenue.

It is anticipated from soil borings in the area that the installation will require limestone rock removal in the open trench section and drilling in rock under the tracks.

DISCUSSION

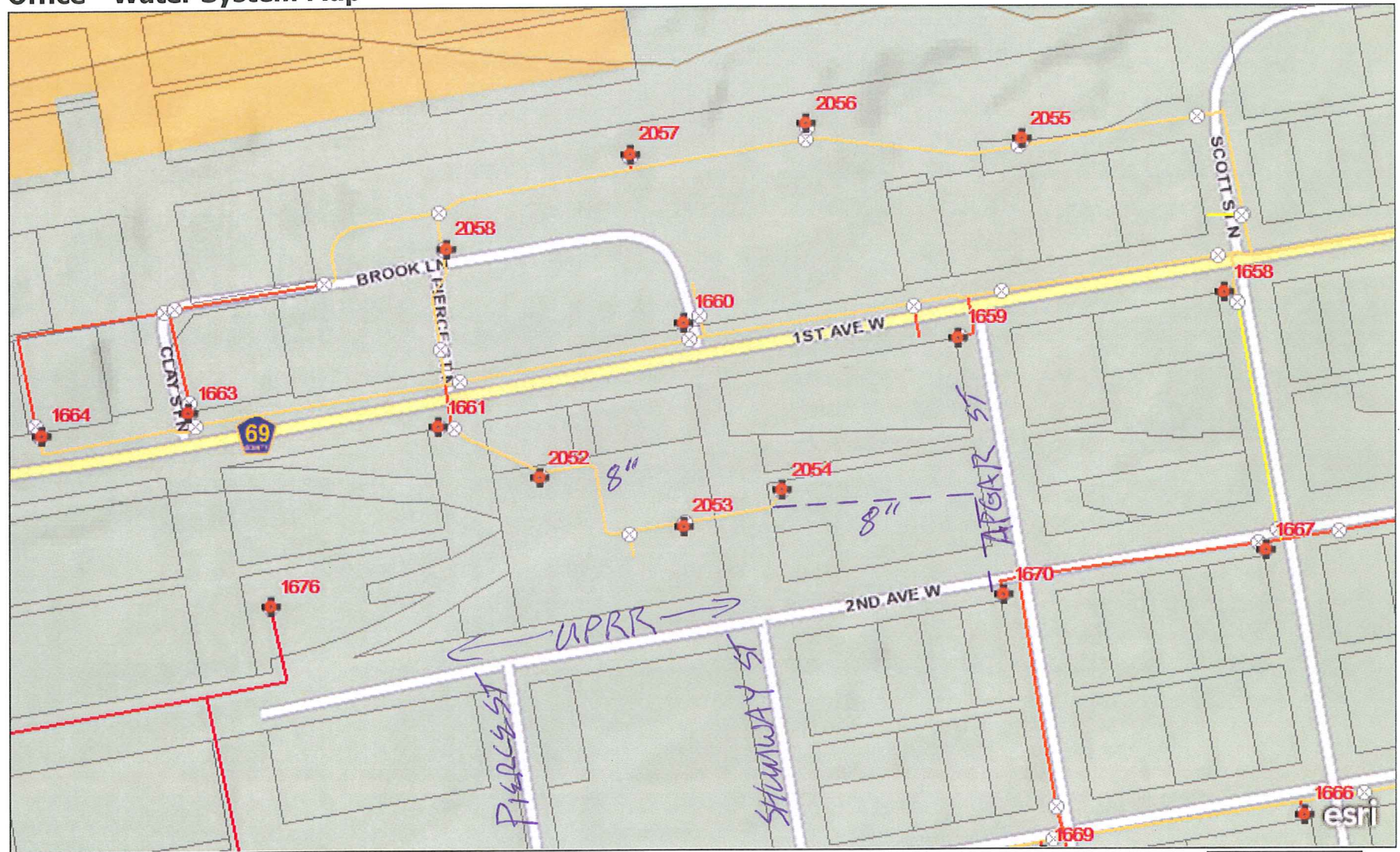
Sealed bids were received and opened recently as detailed in the attached letter report and bid summary prepared by WSB Engineering's James Stremel.

The apparent low bidder was Ryan Contracting Co. in the amount of \$215,171.00. The engineer's estimate for construction costs was \$216,556.75. The 2017 CIP budgeted amount for this project, including engineering design and project management, is \$275,000.00.

REQUESTED ACTION

Staff requests the Commission award the water main construction contract to Ryan Contracting Co. in the amount of \$215,171.00.

Office - Water System Map



Shakopee Public Utility Water Distribution System web map. Includes curb stops, control valves, system valves, hydrants, manholes, clear wells, pumps, network structures, lateral lines, gravity mains, prssurized mains, and pressure zones

300ft

Scott County GIS



September 14, 2017

Shakopee Public Utilities Commission
255 Sarazin Street
P.O. Box 470
Shakopee, MN 55379

Re: Rahr Malting Watermain Extension
For Shakopee Public Utilities
Located in the City of Shakopee, Scott County, MN
WSB Project No. 2143-020

Dear Commission Members:

Bids were received for the above-referenced project on Thursday, September 14, 2017, and were opened and read aloud. Five bids were received. The bids were checked for mathematical accuracy and tabulated. Please find enclosed the bid tabulation indicating Ryan Contracting Co., Elko New Market, Minnesota, as the low bidder with a grand total bid amount of \$215,171.00. The Engineer's Estimate for the project was \$216,556.75.

We recommend that the Commission consider these bids and award a contract for the grand total bid in the amount of \$215,171.00 to Ryan Contracting Co. based on the results of the bids received.

If you have any questions, please contact me at (763) 287-8532.

Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "James L. Stremel". The signature is written in a cursive style with a large initial "J".

James L. Stremel, PE
Project Manager

Enclosure

cc: Christian Fenstermacher, Shakopee Public Utilities
Joe Adams, Shakopee Public Utilities
John Powell, WSB & Associates, Inc.

srb

BID TABULATION SUMMARY

PROJECT:

Rahr Malting Watermain Extension
Located in the City of Shakopee, Scott County, MN

OWNER:

Shakopee Public Utilities

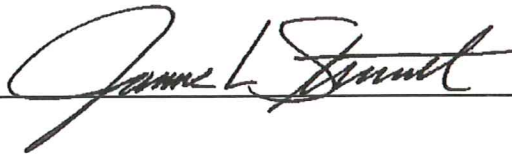
WSB PROJECT NO.:

2143-020

BIDS OPENED: Thursday, September 14, 2017, at 10:00 a.m. Local Time

Contractor	Bid Bond (5%)	Addendum Received	Grand Total Bid
1 Ryan Contracting Co.	X	N/A	\$215,171.00
2 Alcon Construction Corporation	X	N/A	\$227,644.76
3 Max Steining, Inc.	X	N/A	\$258,997.97
4 Minger Construction Co., Inc.	X	N/A	\$337,980.45
5 S.M. Hentges & Sons, Inc.	X	N/A	\$351,629.84
Engineer's Opinion of Cost			\$216,556.75

I hereby certify that this is a true and correct tabulation of the bids as received on September 14, 2017.



James L. Stremel, PE, Project Manager

 Denotes corrected figure



9b

SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

September 15, 2017

TO: John Crooks, Utilities Manager

FROM: Greg Drent, Electric Superintendent *GD*

Subject: Florida Mutual Aid

On the morning of Saturday September 9th, we sent 4 linemen and 2 bucket trucks to aid Florida outages from Hurricane Irma. Kissimmee Public Power had sent out the request for mutual aid and MMUA put out the request to Minnesota public utilities and got a nice response. There are 45 linemen from 18 Minnesota utilities that traveled to Florida. We asked our linemen at SPU who wanted to go and everyone said they would go where they are needed. We sent Brad Gustafson, Justin Rotert, Cody Schuett and Jordan Schuettpelz from SPU. Before we sent the linemen we had a couple of internal meetings with engineering to make sure we could keep up with our current projects and meet the needs of our customers with the remaining staff. Most of our bigger projects that will be completed yet this year are going to start in mid to late October so we sent the 4 linemen to Florida. I was excited to see the response from our linemen at SPU to volunteer to go to Florida. We are blessed to have a dedicated team here at SPU to their profession and willingness to help in times of need.

Attached is the daily email we receive from MMUA on the mutual aid to Florida. We had a few small problems getting down there but since we got there we have been busy repairing the damage and getting the power back on to people. Kissimmee has all power restored and the crews have been deployed to Lake Worth to assist crews in that area. We have had a few short phone calls to our crews and they are happy we are able to help out in time of need.

We are planning on working for about 2 weeks in Florida and then make a decision on sending out another crew to replace them and continue to work or sending everyone home. We will keep you posted on the progress in Florida.

Drent, Greg

From: Mike Willetts <mwilletts@mmua.org>
Sent: Thursday, September 14, 2017 10:48 PM
To: sdeitz@alputilities.com; dvancura@ci.anoka.mn.us; billb@austinutilities.com; markn@austinutilities.com; thawkinson@bpu.org; smagnuson@bpu.org; tsaxon@chaskamn.com; tadams@elkriverutilities.com; mfuchs@elkriverutilities.com; jjgoodell@grpuc.org; jakennedy@grpuc.org; dhunstad@ci.hutchinson.mn.us; jmoore@mpsutility.com; bschwandt@mpsutility.com; larry.botten@ci.new-ulm.mn.us; brian.gramentz@ci.new-ulm.mn.us; pat.wrase@ci.new-ulm.mn.us; bgunderson@rpu.org; tkeach@rpu.org; mkotschevar@rpu.org; jeff.becthold@mrenergy.com; tj.becthold@ci.stjames.mn.us; Crooks, John; Drent, Greg; Sanders, Kent; Steve Downer; Jack Kegel; Mark Fritsch; Steve Johnson; jamie.scheffer@ci.stjames.mn.us; Valerie Larson-Holmes; Sam Hansen; Kathy Schaefer; TomT@austinutilities.com; Joni Livingston; Amy Busse; Chuck Heins; belston@sleepyeye-mn.com
Cc: All Staff
Subject: RE: Mutual Aid Leadership update - 5 Lake Worth, FL

Everyone – The crews moved to lake Worth, FL today just south of Palm beach this area has lots of damage and it's going to take some time to get the system up and running. The heat is intense and very humid but I understand the crews are handling it well, I do have some sun protection ordered to help them withstand the heat hopefully they will receive the equipment within a day or two.

I must tell you I am receiving calls/emails everyday with reports to how professional and skilled your crews are they are very appreciated by the Florida customers and making us all proud! We are Minnesota Public Power!

Public Power Network Coordinators Update

- Puerto Rico Electric Power Authority (PREPA): PREPA officially requested aid to FEMA as of last night. The request includes 4 bucket truck crews, 4 tree trimming crews, 2 digger derrick crews. The identified work would be on 13.2 kV line and would take up to 3-5 weeks.
- Virgin Island Water & Power Authority: APPA has been working with the DOE and FEMA on getting resources to the U.S. Virgin Islands. The request has been accepted and fully paid by FEMA. Currently, we are working on the issue of truck specifications before resources can be sent to the U.S. Virgin Islands.
- Amy, Florida Municipal Electric Association (FMEA): Florida Public Power has restored almost 600,000 customers, leaving our total outages around 225,000 customers. Statewide, Florida has 2.6 million people without power. We continue to have crews coming into Florida. We had a setback in the Florida keys yesterday, we had to take down the transmission line and are just now beginning to restore power in the Keys. We will continue to pull in close resources from the southeast region and are still in need of tree crews. Duke Energy has restored their transmission and our utilities that rely on this transmission are beginning to energize their systems. Overall, our numbers continue to go down. **If your crews are dispatched to an area and they get released, let Amy know so she can reassign them to another area.**
- Our crews from Alabama, Georgia, Tennessee, South Carolina, and North Carolina are wrapping up restoration in their states continue to release their crews. As restoration continues, we must remember to

help out our industry partners in the cooperatives and investor owned utilities. This is a joint effort to restore power in the impacted areas of Hurricane Irma.

3. Industry Coordination and DOE ERT Call Update

The DOE reported that there are currently 2.5 million outages in Florida, 232,000 million out in Georgia, 25,000 out in South Carolina, 11,000 out in North Carolina, and 117,000 out in Puerto Rico. Progress continues to be made in Florida as the number of outages continue to drop and resources are being met. There continues to be major cooperation going on amongst industry partners, as FP&L is assisting Key West and TVPPA is assisting Georgia Power Company.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

Michael Willetts
Director of Training & Safety
Minnesota Municipal Utilities Association
Email: mwilletts@mmua.org
Cell: 612-802-8474



From: Mike Willetts
Sent: Wednesday, September 13, 2017 9:13 PM
To: sdeitz@alutilities.com; dvancura@ci.anoka.mn.us; billb@austinutilities.com; markn@austinutilities.com; thawkinson@bpu.org; smagnuson@bpu.org; tsaxon@chaskamn.com; tadams@elkriverutilities.com; mfuchs@elkriverutilities.com; jjgoodell@grpuc.org; jakennedy@grpuc.org; dhunstad@ci.hutchinson.mn.us; jmoore@mpsutility.com; bschwandt@mpsutility.com; larry.botten@ci.new-ulm.mn.us; brian.gramentz@ci.new-ulm.mn.us; pat.wrase@ci.new-ulm.mn.us; bgunderson@rpu.org; tkeach@rpu.org; mkotschevar@rpu.org; jeff.becthold@mrenergy.com; tj.becthold@ci.stjames.mn.us; jcrooks@shakopeedutilities.com; gdrent@shakopeedutilities.com; ksanders@shakopeedutilities.com; Steve Downer <sdowner@mmua.org>; Jack Kegel <jkegel@mmua.org>; Mark Fritsch <FritschM@owatonnautilities.com>; Steve Johnson <SteveJ@marshallutilities.com>; jamie.scheffer@ci.stjames.mn.us; Valerie Larson-Holmes <Valerie.Larson-Holmes@mrenergy.com>; Sam Hansen <Sam.Hansen@ci.stjames.mn.us>; Kathy Schaefer <Kathy.Schaefer@ci.new-ulm.mn.us>; TomT@austinutilities.com; Joni Livingston <Joni.Livingston@mrenergy.com>; Amy Busse <abusse@ci.redwood-falls.mn.us>; Chuck Heins <cheins@ci.redwood-falls.mn.us>; belston@sleepyeye-mn.com
Cc: All Staff <AllStaff@mmua.org>
Subject: RE: Mutual Aid Leadership update - 4A Moving Crews tomorrow

Everyone –

Work advanced well today ending with KUA mostly back up and running except for a few small outages that will be handled by KUA staff. Aaron Haderte of KUA wanted me to report back to you that he was very impressed with your staff and KUA is so very appreciative that the MMUA membership was able to help with the restoration. Thank you from everyone at KUA!

Tomorrow morning after breakfast courtesy of KUA the crews will travel down to the City of Lake Worth, FL located on the Atlantic coast just south of West Palm Beach and North of Miami this area was hit hard by Irma. Lake Worth management reported to me that they still have countless lines, poles and secondary services on the ground sounds like lots of work for your crews to tackle.

1. Public Power Network Coordinators Update

- Puerto Rico Electric Power Authority (PREPA): Puerto Rico is working on a request to FEMA for resources. There are 122,000 outages, a total of 8 percent of customers, in Puerto Rico. They are expecting restoration to take upwards of 2 months.
- Virgin Island Water & Power Authority: We have been working with the DOE and FEMA to get crews to the U.S. Virgin Islands. Scott, LELWD, and Dave, Georgetown Light, are putting together crews and equipment for the restoration effort in the Virgin Islands. The Virgin Islands request for resources is currently in FEMA's queue for transportation and will continue to move forward. Restoration efforts have been halted today in the Virgin Islands due to the death of a lineworker. Safety remains paramount in our restoration efforts.
- Amy, Florida Municipal Electric Association (FMEA): We are in full restoration mode. At the peak we had 800,000 total outages in Public Power utilities, and have restored 500,000 customers as of this morning. Traffic still remains a big issue, but remember to check updates sent through the MAWG Listserv. If you get asked at a fueling station what your mission number is, the mission number is 151. There was a notice early this morning about the Santa Fe river which is reaching unprecedented levels and could potentially flood portions of I-75. We have been in communication with our contact in Key West via satellite phone. Key West continues to experience primitive conditions with no water or sewers and in need of electric supplies to rebuild the system. We reached out to Florida Power and Light and they will be transporting poles down to Key West. We are also now able to send trucks into the Keys. We have utilities that rely on Duke Energy transmission that are 100 percent without power. Currently, we no longer need crews to be brought into the state, but we still have needs for tree crews that are within the southeast region. Overall, we are making a lot of progress. **If your crews are dispatched to an area and they get released, let Amy know so she can reassign them to another area.**
- Our crews from Alabama, Georgia, Tennessee, South Carolina, and North Carolina are wrapping up restoration in their states and will begin to release their crews tomorrow at the latest. As restoration continues, we must remember to help out our industry partners in the cooperatives and investor owned utilities. This is a joint effort to restore power in the impacted areas of Hurricane Irma.

3. Industry Coordination and DOE ERT Call Update

The DOE reported that there are currently 3.5 million outages in Florida, 514,000 million out in Georgia, 60,000 out in South Carolina, 28,000 out in North Carolina, and 122,000 out in Puerto Rico. The U.S. Virgin Islands have re-energized the feeders on St. Thomas and 2 generators to get power to the airport, hospital, and some communities. St. Croix is anticipating to be fully restored by September 20. Progress continues to be made in Florida as the number of outages continue to drop and resources are being met. Through damage assessments we are beginning to see a shift in our needs, mainly a need for more vegetation crews. The NRECA has asked for the State of Florida to allow utility trucks to use emergency lanes to allow for quicker responses.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

Michael Willetts
Director of Training & Safety
Minnesota Municipal Utilities Association
Email: mwilletts@mmua.org
Cell: 612-802-8474



From: Mike Willetts

Sent: Wednesday, September 13, 2017 2:33 PM

To: sdeitz@alputilities.com; dvancura@ci.anoka.mn.us; billb@austinutilities.com; markn@austinutilities.com; thawkinson@bpu.org; smagnuson@bpu.org; tsaxon@chaskamn.com; tadams@elkriverutilities.com; mfuchs@elkriverutilities.com; jgoodell@grpuc.org; jakennedy@grpuc.org; dhunstad@ci.hutchinson.mn.us; jmoore@mpsutility.com; bschwandt@mpsutility.com; larry.botten@ci.new-ulm.mn.us; brian.gramentz@ci.new-ulm.mn.us; pat.wrase@ci.new-ulm.mn.us; bgunderson@rpu.org; tkeach@rpu.org; mkotschevar@rpu.org; jeff.becthold@mrenergy.com; tj.becthold@ci.stjames.mn.us; jcrooks@shakopeedutilities.com; gdrent@shakopeedutilities.com; ksanders@shakopeedutilities.com; Steve Downer <sdowner@mmua.org>; Jack Kegel <jkegel@mmua.org>; Mark Fritsch <FritschM@owatonnautilities.com>; Steve Johnson <SteveJ@marshallutilities.com>; jamie.scheffer@ci.stjames.mn.us; Valerie Larson-Holmes <Valerie.Larson-Holmes@mrenergy.com>; Sam Hansen <Sam.Hansen@ci.stjames.mn.us>; Kathy Schaefer <Kathy.Schaefer@ci.new-ulm.mn.us>; TomT@austinutilities.com; Joni Livingston <Joni.Livingston@mrenergy.com>; Amy Busse <abusse@ci.redwood-falls.mn.us>; Chuck Heins <cheins@ci.redwood-falls.mn.us>; belston@sleepyeye-mn.com

Cc: All Staff <AllStaff@mmua.org>

Subject: RE: Mutual Aid Leadership update - 4 - Equipment Billing

Everyone – It's time to start thinking about the financial obligations with this mutual aid event, attached please find FEMA's 2017 schedule of equipment rates these are the rates I recommend using, but if you happen to have your own published equipment rates that works to but remember if your rates differ and are on the high-side you most likely will have problems with your reimbursement.

Most of you will be using the same cost codes

Hourly rates \$

1. Aerial Lift/ Bucket truck billings will use 2 different cost codes adding them together for your total unit cost \$
 - a. Cost codes: 8486 to 8489 (Aerial Lift, Truck Mounted)
 - b. Cost codes: 8789 to 8792 (Truck, Tractor)
 - c. Total: You will add the codes together = \$ your (Aerial truck cost/Bucket Truck cost)
2. Digger Derrick truck billings will use 2 different cost codes adding them together for your total unit cost \$
 - a. Cost code: 8670 to 8671 (Derrick, Hydraulic Digger)
 - b. Cost codes: 8789 to 8792 (Truck, Tractor)
3. ½ Pickup's to Ton Trucks
 - a. Cost code: 8800 to 8811
4. Note: When billing your equipment out at an hourly rate you cannot charge for fuel cost that is part of the FEMA rate.

More updates to come later today.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

Michael Willetts

Director of Training & Safety
Minnesota Municipal Utilities Association
Email: mwilletts@mmua.org
Cell: 612-802-8474



From: Mike Willetts
Sent: Wednesday, September 13, 2017 8:14 AM
To: sdeitz@alputilities.com; dvancura@ci.anoka.mn.us; billb@austinutilities.com; markn@austinutilities.com; thawkinson@bpu.org; smagnuson@bpu.org; tsaxon@chaskamn.com; tadams@elkriverutilities.com; mfuchs@elkriverutilities.com; jigoodell@grpuc.org; jakennedy@grpuc.org; dhunstad@ci.hutchinson.mn.us; jmoore@mpsutility.com; bschwandt@mpsutility.com; larry.botten@ci.new-ulm.mn.us; brian.gramentz@ci.new-ulm.mn.us; pat.wrase@ci.new-ulm.mn.us; bgunderson@rpu.org; tkeach@rpu.org; mkotschevar@rpu.org; jeff.becthold@mrenergy.com; tj.becthold@ci.stjames.mn.us; jcrooks@shakopeeutilities.com; gdrent@shakopeeutilities.com; ksanders@shakopeeutilities.com; Steve Downer <sdowner@mmua.org>; Jack Kegel <jkegel@mmua.org>; Mark Fritsch <FritschM@owatonnautilities.com>; Steve Johnson <SteveJ@marshallutilities.com>; jamie.scheffer@ci.stjames.mn.us; Valerie Larson-Holmes <Valerie.Larson-Holmes@mrenergy.com>; Sam Hansen <Sam.Hansen@ci.stjames.mn.us>; Kathy Schaefer <Kathy.Schaefer@ci.new-ulm.mn.us>
Cc: All Staff <AllStaff@mmua.org>
Subject: RE: Mutual Aid Leadership update - 3C - APPA Public Power Daily - Copy

FYI – This is a copy adding people to the update list- Thanks

Michael Willetts
Director of Training & Safety
Minnesota Municipal Utilities Association
Email: mwilletts@mmua.org
Cell: 612-802-8474



From: Mike Willetts
Sent: Tuesday, September 12, 2017 9:28 PM
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Subject: RE: Mutual Aid Leadership update - 3C - APPA Public Power Daily

PublicPowerDaily

[Jeannine Anderson](#)
News Editor

What a difference a small wobble from Hurricane Irma made, the night after it made landfall.

All day, the massive storm had been expected to stay along Florida's west coast, and head straight for Tampa. But at the last minute, that evening, Irma changed its track just a little, veering toward the east, plowing through Polk County with gusts of 115 miles per hour and hitting the public power towns of Fort Meade, Lakeland and Bartow. Orlando, Kissimmee and Jacksonville — three more public power communities — also were hit hard.

"This will probably be the largest utility restoration and rebuild project in the history of the United States," said Roseann Harrington, vice president of marketing at the Orlando Utilities Commission, in a video posted Sept. 12 by the *Orlando Sentinel*. "So we ask for everybody's patience."

The city of Lakeland reported gusts of nearly 110 mph, according to the local newspaper, The Ledger. Lakeland Electric reported that 78,430 customers had gone dark as a result of 1,897 outages on the electric system that would have to be repaired, the newspaper said. As a first priority, Lakeland was bringing in chainsaw crews to clear downed trees from the roads. City Manager Tony Delgado said that more than 200 trees had fallen in Lakeland.

Officials were focused on restoring power at Polk County's facilities, said a report in the *Lakeland Patch*. County sheriff's deputies were driving all roads to assess which roads were impassible, the newspaper reported Monday. Schools in Polk County will be closed there until Sept. 18, officials said.

Hundreds rescued from Jacksonville floods

On Tuesday, flooding and power outages continued to be a major problem in the public power city of Jacksonville — Florida's largest metropolis — after a surge led to record levels of the St. Johns River on Monday. Trees were a big problem there, too.

"We have trees down in roads all over our city," Jacksonville Mayor Lenny Curry tweeted on Tuesday afternoon. "Cut & toss crews are working in full force."

Curry said that more than 350 people have had to be rescued from flooded homes. Stranded residents were being asked to put out a white cloth so that rescuers would know where to go to find them.

According to *The Wall Street Journal*, Curry said that Irma struck with a storm surge that would be expected from a Category 3 hurricane, even though its winds were at only tropical storm levels by the time it reached northeast Florida.

Meanwhile, convoys of utility trucks from utilities across the country — from the public power, investor-owned, and rural cooperative sectors — continued to make their way to the places in need of help. Many crews of lineworkers and tree workers were already in place and hard at work.

In a mutual aid conference call with American Public Power Association officials on Tuesday morning, Sept. 12, Amy Zubaly, executive director of the Florida Municipal Electric Association, said that public power utilities in Florida were grateful for the help.

"Thank you all for all the assistance on crews," she said. "Our members are so appreciative."

Number of outages was slowly diminishing

On Monday, 6.5 million electricity customers in Florida had no power, said Zubaly, and that number was down to 5.5 million as of Tuesday morning.

"Still a lot, but good progress," she said. The 5.5 million included 536,000 customers of public power utilities.

The public power towns of Tallahassee — where FMEA has its headquarters — and Kissimmee were looking like they might be able to have virtually all service restored by the end of the day on Tuesday, she said, and if that was the case, crews from those utilities would be able to go to areas that had more extensive damage.

Polk County, in particular, was among the areas that really felt the wrath of Irma, Zubaly said.

In the Florida Keys, including the public power town of Key West, mutual aid crews had not yet been able to help because bridges to the Keys remained out, she said. Water service, as well as electric service, was out in the Keys, and communications networks were not working either.

“Hopefully, today will be a little better than yesterday,” she said.

For some communities in the beleaguered state, electricity could not be restored yet because major transmission lines were down.

Mike Hyland, APPA’s senior vice president of engineering services, who led the Tuesday morning public power mutual aid call, noted the need for tree-trimming crews to deal with all of the fallen trees and broken branches left behind by Irma.

“This could be more of a vegetation problem than a bucket truck, digger-derrick truck, problem,” at least for the immediate future, he said.

Mutual aid calls become a morning ritual

The mutual aid conference call on Sept 12, a call that has become a regular 9:30 a.m. event in recent weeks (since before Hurricane Harvey hit Texas), included public power officials from Florida, Georgia, South Carolina, North Carolina, Alabama, Tennessee, and Texas.

As of Tuesday morning, a public power mutual aid spreadsheet that uses Google Docs listed close to 1,000 mutual aid resources — crews that either are in the areas hit by the hurricane, are en route to Florida, or were expecting to leave soon.

The Wall Street Journal reported Tuesday that, according to estimates from the Federal Emergency Management Agency, Hurricane Irma destroyed 25 percent of homes in the Florida Keys.

Progress in Orlando, Kissimmee

The city of Orlando reported that as of 8:30 p.m. on Monday evening, it had restored power to approximately 24 percent of customers, reducing the total number out from its peak of 145,000 down to 108,000.

“Hundreds of crews spent the entire day assessing damage, removing trees and restoring power,” the Orlando Utilities Commission said in a Sept. 11 news release.

“Our team of assessors identified significant damage to OUC equipment including broken and leaning poles, blown transformers, and downed wires,” the public power utility said. Transmission lines were repaired and power was restored to critical facilities including water plants, wastewater, lift stations, hospitals, emergency shelters, police, and fire services.

The number of these facilities impacted “is larger than what we experienced with Hurricane Charley,” OUC said. “We thank everyone for their patience as we work as safely and quickly as possible.”

Late Tuesday afternoon, OUC said it currently estimates that it will have its entire service territory restored by 10 p.m.

on Friday, Sept. 15. "Please keep in mind that the last 2 to 3 percent of our customers will be the most difficult to restore," the utility said. "Individual customer estimated times of restoration will be available Wednesday morning, Sept. 13, via the outage map at ouc.com."

In Kissimmee, Kissimmee Utility Authority crews worked through the day and evening on Monday to restore power to customers affected by Hurricane Irma, KUA reported Monday. At the peak of the storm on Monday morning, 38,000 customers — or 53 percent of the utility's 72,000 customers — were without electricity, said spokesman Chris Gent. By 8 p.m. on Monday, crews had restored service to 27,128, or 71 percent of the customers impacted by the storm. About 10,872 customers remained without power.

Through a mutual aid agreement, KUA said it was bringing in lineworkers and tree trimmers from Indiana, Minnesota, Wisconsin and Texas to assist with power restoration. Some of the crews arrived in advance of the storm and the remaining workers were to begin work on Tuesday.

Hurricane Irma made landfall on Sunday morning, Sept. 10, as a Category 4 hurricane with maximum sustained winds of 130 miles per hour. By Monday, although the extent of the damage was still being assessed, it was already clear that, true to the predictions, this large, powerful — and it seemed, capricious — storm [had caused widespread destruction](#) on Florida's west coast, its center, and its east coast as well.

On Tuesday, the *New York Times* posted [satellite footage](#) of Irma and two other hurricanes making their swirling paths through the Atlantic and Gulf of Mexico.

FERC, NERC issue joint statement

Meanwhile, Federal Energy Regulatory Commission Chairman Neil Chatterjee and North American Electric Reliability Corporation President and CEO Gerry Cauley on Sept. 12 issued a joint statement on electricity industry assistance related to Hurricane Irma recovery.

"We appreciate and encourage the ongoing inter-utility cooperation among utilities, both public and private, in response to Hurricane Irma, which devastated Florida and Georgia, neighboring states, Puerto Rico and U.S. territories in the Caribbean," Chatterjee and Cauley said, noting that the storm comes on the heels of Hurricane Harvey, "which already put the electricity industry to the test."

Chatterjee and Cauley said that the Hurricane Irma response likely will be among the largest industry restoration efforts in U.S. history.

Utility industry vegetation and line crews have traveled to the region in large numbers from across the country and Canada, they noted.

"Nevertheless, affected utilities in the southeastern United States report that, in many areas, they still urgently need vegetation management and line crews to expedite restoration and recovery of electricity to customers. We encourage cooperation of the industry in providing assistance to areas affected by Hurricane Irma," Chatterjee and Cauley said in the statement.

They said that NERC vegetation management requirements under Reliability Standard FAC-003-4 – Vegetation Management provide flexibility in how utilities manage their programs and is not prescriptive with regard to specific milestones or dates.

The requirements generally contemplate the possibility of modifications to a utility's annual work plan to respond to conditions such as identified unanticipated high priority work and crew or contractor availability due in part to mutual assistance agreements for helping after events such as hurricanes, the statement noted.

“Using our regulatory discretion, we will consider the actions of entities assisting others from the impacts of Hurricane Irma to be positive and to not negatively impact compliance considerations with respect to Reliability Standard FAC-003-4 Vegetation Management,” Chatterjee and Cauley said.

Mutual assistance and public-private cooperation “are hallmarks of the electric industry, and we appreciate the efforts underway to assist the areas affected by Hurricanes Harvey and Irma,” they went on to say in the statement.

“We particularly want to express our gratitude to the thousands of crews who have traveled, in many cases over long distances, to help restore electric service to customers in those areas,” Chatterjee and Cauley said.

Thanks - MW

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Subject: RE: Mutual Aid Leadership update - 3B - National update

FYI – More detailed information regarding damage including mutual aid effort and support.

Thanks - MW

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Subject: RE: Mutual Aid Leadership update - 3A - National update

FYI – Irma National Storm Update

Situation Update

The remnants of Irma are expected to move through the southeast and to approach the Tennessee Valley today. The system will bring moderate rain and scattered flood warnings, and advisories remain in place throughout the southeast. All hurricane and tropical storm warnings and watches have been discontinued.

Outage Update

As of 11:00 a.m. EDT, approximately 320,000 customers were without power in Puerto Rico. In the U.S. Virgin Islands, electric service has resumed to the airport, hospital, and a few other critical sites on St. Thomas. All other customers on St. Thomas and St. John remain without power.

As of 4:30 p.m. EDT, there were approximately 5.5 million customers without power across Florida (4.5 million), Georgia (876,000), South Carolina (119,000), North Carolina (46,000), and Alabama (8,500). During Irma's peak on September 11, more than 7.8 million customers were without power.

Government Activity

The ESCC Secretariat and the industry trade associations are conducting daily coordination calls with DOE to inform the response to Irma, and regular engagement is continuing among the ESCC leadership and the most senior levels of both government and industry. DOE's Energy Response Operation (ERO) is activated and executing its Emergency Support Function (ESF) 12 responsibilities for Hurricane Irma. FEMA's National Response Coordination Center in Washington, DC, and its Regional Response Coordination Centers in New York, NY (Region II, which covers Puerto Rico and the U.S. Virgin Islands) and Atlanta, GA (Region IV, which covers the southeastern states) remain activated.

The White House announced today that the President would travel to Florida on Thursday to survey the damage caused by Irma.

Industry Activity

Damage assessments are continuing in the southeastern states that were in the path of Hurricane Irma. Every county in Florida and Georgia, as well as parts of Alabama, North Carolina, and South Carolina, were impacted by the storm. In some cases, those impacts were significant. The city of Jacksonville, FL, saw historic flooding due to a record storm surge. And, in the Florida Keys, FEMA has estimated that 25 percent of the homes were destroyed, and another 65 percent suffered "major damage" as a result of Irma. Where conditions allow, industry crews are assessing damage and restoring power as safely and quickly as possible. In areas where full damage assessments have been conducted, restoration work is well underway.

It should also be noted that some customers may not be able to receive power because of damage to their homes. Many local codes require that a licensed electrician or plumber do any repair work or that a city/county inspector check the system before power can be restored. This will delay the restoration of service for some individual customers.

Industry mutual assistance networks continue to hold coordination calls with the investor-owned electric companies, public power utilities, and electric cooperatives. These calls help ensure that impacted companies have the crews and equipment that are needed for their response efforts. Almost 60,000 workers from across the United States and Canada are already dedicated to the restoration mission, which is likely to be largest in U.S. history. This morning, the ESCC leadership held a call with senior executives from across the electric power industry to discuss the additional resources that will be needed as assessments are completed in some of the hardest hit areas of Florida.

A key piece of the restoration effort in Florida will be the vegetation management crews that are trained in clearing debris around damaged power lines and other pieces of energy infrastructure. The industry employs these crews year-round to maintain clearances around power lines and other critical assets, as required by a Federal Energy Regulatory Commission (FERC) and the North American Electric Reliability Corporation (NERC) reliability standard. Earlier today, FERC and NERC released a joint statement that companies providing vegetation crews to assist with the Irma restoration effort would not negatively impact their compliance with the vegetation management reliability standard (FAC-003-4). This statement can be found at: <https://www.ferc.gov/media/headlines/2017/2017-3/09-12-17.pdf>

The Puerto Rico Electric Power Authority (PREPA) continues to make progress with its restoration mission and has restored power to over 87% of its customers. Based on the initial damage assessments, PREPA is expected to make a request for additional resources to supplement the work being completed by its restoration crews. The U.S. Virgin Island Water and Power Authority (VI-WAPA) is continuing to assess damages from Irma and to restore power where it is possible and safe to do so. VI-WAPA crews have repaired two power generation facilities on St. Thomas and have resumed service to the island's airport and hospital. While some progress is being made, most customers on St. Thomas and St. John remain without power. Resources from the U.S. mainland will be needed to restore and, in some cases, to rebuild parts of the system on both islands. APPA is working with VI-WAPA, FEMA, DOE, and DHS to determine resource needs and logistics for supporting the restoration of St. Thomas and St. John.

Communications Coordination

Coordination calls for industry and government communicators are continuing on a daily basis and have helped to ensure "unity of messaging" regarding Irma. Key messages today are:

- Hurricane Irma brought unprecedented damage to every county in Florida and Georgia, as well as to parts of Alabama, North Carolina, and South Carolina. As of 4:30 p.m. EDT, approximately 5.5 million customers are without power in those five states. During Irma's peak on September 11, more than 7.8 million customers were without power.
- Given the size and strength of Irma—and the damage left in her wake—the electric power industry has mounted an industry-wide response to restore power. This was a historic storm that will require a historic response from our industry.
- An army of almost 60,000 workers from across the United States and Canada is dedicated to supporting the Irma restoration efforts. This includes workers from affected electric companies, public power utilities, and electric cooperatives, as well as mutual assistance crews, contractors, and other support personnel.
- The industry's Irma response is one of the largest power restoration efforts in U.S. history. In some places in Florida, infrastructure systems will need to be rebuilt completely before power can be restored. This will delay restoration times, and customers should be prepared for the possibility of extended power outages. It is also

important to remember that some customers may not be able to receive power to their homes or businesses because of damage.

- Electric companies are working around the clock to assess damages and to restore power to customers. Recent investments in energy grid technology, storm hardening, and automation reduced the number of outages and helped to speed restoration.
- Responding to major events like Irma requires significant coordination among the public and private sectors. Strong industry-government coordination is critical. As we did throughout Hurricane Harvey, EEI, APPA and NRECA are working through the CEO-led Electricity Subsector Coordinating Council (ESCC) to coordinate with the federal government, other segments of the industry, and other critical infrastructure operators.
- Ensuring the safety of customers, communities, and workers is the electric power industry's highest priority. As always, customers should stay away from downed power lines and always treat fallen wires and anything touching them as though they are energized. Customers using generators should plug appliances directly into the generator and follow all safety warnings.
- We know that being without electricity creates hardships, and we greatly appreciate customers' patience as electric companies work day and night to restore power. Our thoughts and prayers are with all who are impacted by Irma. The entire industry will not stop our storm restoration efforts until the last customer who can receive power is restored.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

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Cc: All Staff <AllStaff@mmua.org>

Subject: RE: Mutual Aid Leadership update - 3

Everyone – 4:00 p.m. Your lineworkers are hard at work within the Kissimmee utilities system, but it was a crazy frustrating day for them fighting endless traffic jams traveling south with fuel stops having hundreds of cars/trucks in line trying to gas up and remember the emergency fuel stops that look so promising last night they turned into a line of trucks that pushed miles up the interstate fuel/gas was at a premium today, I am so glad they made it to KUA safely.

6:00 p.m. - After talking with Aaron Haderle KUA's T&D operations manager Kissimmee didn't suffer as much damage as forecast he is estimating that we may have them back up and running within 2 days but that is only an estimate time will tell. When KUA is up and running and feel our crews can be released I will then reach out to the Florida Municipal Electric Association so they can reassign our crews to another public power system in need, they have a long list of utilities that need help.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

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Subject: RE: Mutual Aid Leadership update - 2
Importance: High

Everyone – No travel allowed today - The men hunkered down to ride out what was left of the storm in Cartersville, GA outside of Atlanta. The challenging thing today was to find them diesel/gas because of the fuel shortage problem statewide in FL, around mid-afternoon I received a live fuel document from the DOE showing availability of fuel real time so that will be priceless for the travels tomorrow. The men plan on leaving Cartersville, Ga around 4:00 a.m. tomorrow and with all things going as planned should put them at Kissimmee utilities door around noon/1:00 p.m. then the real work starts.

Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

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Subject: RE: Mutual Aid Leadership update - 1

Everyone – I am hopeful to supply you with a daily report helping you understand what is going on during our mutual aid travels and workdays. At this point not much going on but here is a brief update to what is happening. Attached you will find the list of your crews and equipment making the trip so you can report back to your leadership teams, as you know yesterday we deployed the crews to Florida around 10 a.m. from the Rochester public utilities service center they traveled to Paducah, KY last night and today will make the trip to Cartersville, GA for pre-staging and preparing for a safe trip into Kissimmee, FL Monday or Tuesday morning depending on the storm track. The trip is going well with just a couple of truck problems but that is expected, this morning everyone is on the road and traveling safely down to Cartersville, GA. Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

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Subject: Mutual Aid Leadership update - 1

Everyone – I am hopeful to supply you with a daily report helping you understand what is going on during our travels and workdays. At this point not much going on but here is a brief update to what is happening. Attached you will find the list of your crews and equipment making the trip so you can report back to your leadership teams, as you know yesterday we deployed the crews to Florida around 10 a.m. from the Rochester public utilities service center they traveled to Paducah, KY last night and today will make the trip to Cartersville, GA for pre-staging and preparing for a safe trip into Kissimmee, FL Monday or Tuesday morning depending on the storm track. The trip is going well with just a couple of truck problems but that is expected, this morning everyone is on the road and traveling safely down to Cartersville, GA. Please give me a call if you have any questions during this event like always I am available 24/7.

Thank you for your support! MW

Michael Willetts
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Minnesota Municipal Utilities Association
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11a

SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

September 13, 2017

PROPOSE AS CONSENT

TO: John Crooks

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

FROM: Renee Schmid, Director of Finance and Administration

SUBJECT: Financial Results for August, 2017

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

Month to Date and Year to Date Financial Results – August, 2017

- 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 – August, 2017

- Total Utility Operating Revenues for the month of August totaled \$6.1 million and were unfavorable to budget by \$42k or 0.7%. Electric revenues were unfavorable to budget by \$131k or 2.4% driven by lower than plan energy sales in the residential and industrial revenue groups and lower than plan power cost adjustment revenue in all revenue groups due to lower than plan purchased power costs. Water revenues were favorable to budget by \$89k or 12.1% driven by higher than plan sales volumes.
- Total operating expenses were \$4.5 million and were favorable to budget by \$482k or 9.8%. Total purchased power costs in August were \$3.3 million and were \$502k or 13.1% lower than plan for the month. Total Operating Expense for electric including purchased power was \$4.1 million and was favorable to budget by \$449k or 9.8% primarily due to lower than plan expenses in purchased power, operation and maintenance, administrative and general, and depreciation, which were partially offset by timing of expenditures in conservation expense. Total Operating Expense for Water was \$342k was favorable to budget by \$33k or 8.9% due timing of expenditures in system operation and maintenance, administrative and general expense and depreciation.



SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

- Total Utility Operating Income was \$1.6 million and was \$0.4 million favorable to budget primarily due to lower than plan operating expense that was partially offset by lower than plan operating revenue.
- Total Utility Non-Operating Revenue was \$43k and was favorable to budget by \$25k due to higher than plan investment income of \$29k, recognition of a gain on sale of a vehicle of \$7k, and was partially offset by lower than plan rental and miscellaneous income of \$11k.
- Capital Contributions for the month of August were a negative \$26k and were unfavorable to budget by \$175k due to the revision of a connection fee for one large development project.
- Municipal contributions to the City of Shakopee totaled \$190k and were lower than plan by \$10k.
- Change in Net Position was \$1.4 million and was favorable to budget by \$0.3 million due to lower than plan operating expenses which were partially offset by lower than plan operating revenues and capital contributions.
- Electric usage billed to customers in August was 45,398,804 KWH, an increase from July usage billed at 40,807,685 KWH.
- Water usage billed to customers in August was 269.6 million gallons, an increase from July usage billed at 250.7 million gallons.

Year to Date Financial Results – August, 2017

- Total Utility Operating Revenue year to date August was \$33.9 million and was unfavorable to budget by \$0.8 million or 2.4%. Electric revenues totaled \$30.5 million and were unfavorable to budget by \$0.8 million or 2.6% driven by lower than plan power cost adjustment revenue in all revenue groups and lower than plan sales in the residential revenue group. Water revenues totaled \$3.4 million and were favorable to budget by \$11k or 0.3% driven by higher than plan sales volumes in the commercial revenue group.
- Total Utility Operating Expenses year to date August were \$29.8 million and were favorable to budget by \$2.9 million or 8.8% primarily due to lower than plan purchased power costs of \$1.3 million, timing of expenditures in energy conservation of \$0.7 million, administrative and general expense of \$0.5 million in outside services and employee benefit expenses, electric and water operation and maintenance expense of \$0.1 million, and depreciation expense of \$0.2 million. Total Operating Expense for electric including purchased power was \$27.1 million and was favorable to budget by \$2.5 million or 8.6%. Total Operating Expense for Water was \$2.7 million and was also favorable to budget by \$0.3 million or 11.4%.
- Total Utility Operating Income was \$4.1 million and was favorable to budget by \$2.1 million driven by lower than plan operating expenses of \$2.9 million and offset by lower than planned operating revenues \$0.8 million.
- Total Utility Non-Operating Income was \$375k and was favorable to budget by \$89k due to higher than planned investment income of \$96k.
- YTD Capital Contributions were \$2.7 million and are favorable to budget by \$1.5 million due to higher than plan collection of water connection fees of \$1.4 million and higher than planned capital contributions of \$0.1 million.
- Municipal contributions to the City of Shakopee totaled \$1.5 million year to date and is lower than plan by \$83k or 5.2%. 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 \$5.7 million and is favorable to budget by \$3.7 million reflecting lower than operating expense of \$2.9 million, higher than plan capital contributions of \$1.5



SHAKOPEE PUBLIC UTILITIES

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million, and higher than plan non operating revenue of \$0.1 million, which were partially offset by lower than plan operating revenues of \$0.8 million.

SHAKOPEE PUBLIC UTILITIES
MONTH TO DATE FINANCIAL RESULTS
AUGUST 2017



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 - August 2017			Month to Date Budget - August 2017			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	\$ 5,240,168	823,980	6,064,148	5,371,128	734,735	6,105,863	(130,960) -2.4%	89,245 12.1%	(41,715) -0.7%			
OPERATING EXPENSES												
Operation, Customer and Administrative	3,940,515	229,232	4,169,748	4,373,401	250,376	4,623,776	432,885 9.9%	21,143 8.4%	454,029 9.8%			
Depreciation	173,238	112,404	285,642	189,194	124,473	313,667	15,956 8.4%	12,069 9.7%	28,025 8.9%			
Amortization of Plant Acquisition	-	-	-	-	-	-	- 0.0%	- -	- 0.0%			
Total Operating Expenses	4,113,753	341,637	4,455,390	4,562,595	374,848	4,937,443	448,842 9.8%	33,212 8.9%	482,053 9.8%			
Operating Income	1,126,415	482,343	1,608,759	808,533	359,887	1,168,420	317,882 39.3%	122,457 34.0%	440,338 37.7%			
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	13,264	371	13,635	22,173	2,068	24,241	(8,909) -40.2%	(1,696) -82.0%	(10,606) -43.8%			
Interdepartment Rent from Water	7,500	-	7,500	7,500	-	7,500	- 0.0%	- -	- 0.0%			
Investment Income	31,632	13,037	44,669	12,951	3,002	15,954	18,681 144.2%	10,035 334.3%	28,716 180.0%			
Interest Expense	(28,950)	(28)	(28,978)	(28,769)	(19)	(28,788)	(181) -0.6%	(9) -46.1%	(190) -0.7%			
Amortization of Debt Issuance Costs and Loss on Refunding	(1,484)	-	(1,484)	(1,484)	-	(1,484)	- 0.0%	- -	- 0.0%			
Gain/(Loss) on the Disposition of Property	7,240	-	7,240	-	-	-	7,240 -	- -	7,240 0.0%			
Total Non-Operating Revenue (Expense)	29,203	13,381	42,583	12,372	5,051	17,423	16,831 136.0%	8,330 164.9%	25,160 144.4%			
Income Before Contributions and Transfers	1,155,618	495,724	1,651,342	820,906	364,938	1,185,843	334,712 40.8%	130,786 35.8%	465,499 39.3%			
CAPITAL CONTRIBUTIONS	-	(25,870)	(25,870)	-	149,395	149,395	- -	(175,266) -117.3%	(175,266) -117.3%			
MUNICIPAL CONTRIBUTION	(116,223)	(74,000)	(190,223)	(121,398)	(79,192)	(200,590)	5,175 4.3%	5,192 6.6%	10,368 5.2%			
CHANGE IN NET POSITION	\$ 1,039,395	395,853	1,435,249	699,508	435,140	1,134,648	339,887 48.6%	(39,287) -9.0%	300,601 26.5%			

SHAKOPEE PUBLIC UTILITIES
ELECTRIC OPERATING REVENUE AND EXPENSE

	MTD Actual	MTD Budget	MTD Actual v. Budget	
	August 2017	August 2017	Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 2,055,211	2,106,291	(51,080)	-2.4%
Commercial and Industrial	3,071,120	3,155,105	(83,985)	-2.7%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	<u>5,126,331</u>	<u>5,261,396</u>	<u>(135,065)</u>	<u>-2.6%</u>
Forfeited Discounts	23,149	21,016	2,133	10.1%
Free service to the City of Shakopee	14,223	14,223	0	0.0%
Conservation program	76,465	74,493	1,972	2.6%
Total Operating Revenues	<u>\$ 5,240,168</u>	<u>5,371,128</u>	<u>(130,960)</u>	<u>-2.4%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	3,325,804	3,827,818	502,014	13.1%
Distribution operation expenses	97,163	39,436	(57,727)	-146.4%
Distribution system maintenance	39,263	55,428	16,166	29.2%
Maintenance of general plant	17,691	35,652	17,961	50.4%
Total Operation and Maintenance	<u>3,479,920</u>	<u>3,958,334</u>	<u>478,414</u>	<u>12.1%</u>
Customer Accounts				
Meter Reading	6,481	9,810	3,329	33.9%
Customer records and collection	39,737	44,751	5,014	11.2%
Energy conservation	215,523	58,828	(156,694)	-266.4%
Total Customer Accounts	<u>261,741</u>	<u>113,389</u>	<u>(148,352)</u>	<u>-130.8%</u>
Administrative and General				
Administrative and general salaries	43,756	49,969	6,213	12.4%
Office supplies and expense	8,745	15,471	6,726	43.5%
Outside services employed	14,801	40,959	26,158	63.9%
Insurance	8,938	15,727	6,789	43.2%
Employee Benefits	97,106	143,488	46,383	32.3%
Miscellaneous general	25,508	36,063	10,554	29.3%
Total Administrative and General	<u>198,854</u>	<u>301,678</u>	<u>102,824</u>	<u>34.1%</u>
Total Operation, Customer, & Admin Expenses	<u>3,940,515</u>	<u>4,373,401</u>	<u>432,885</u>	<u>9.9%</u>
Depreciation	173,238	189,194	15,956	8.4%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	<u>\$ 4,113,753</u>	<u>4,562,595</u>	<u>448,842</u>	<u>9.8%</u>
OPERATING INCOME	<u>\$ 1,126,415</u>	<u>808,533</u>	<u>317,882</u>	<u>39.3%</u>

SHAKOPEE PUBLIC UTILITIES
WATER OPERATING REVENUE AND EXPENSE

	MTD Actual August 2017	MTD Budget August 2017	MTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 820,645	733,004	87,641	12.0%
Forfeited Discounts	3,336	1,731	1,604	92.7%
Uncollectible accounts	-	-	-	-
Total Operating Revenues	<u>823,980</u>	<u>734,735</u>	<u>89,245</u>	<u>12.1%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	54,886	39,294	(15,592)	-39.7%
Pumping and distribution maintenance	20,765	33,731	12,966	38.4%
Power for pumping	25,550	23,252	(2,297)	-9.9%
Maintenance of general plant	2,830	2,342	(488)	-20.8%
Total Operation and Maintenance	<u>104,031</u>	<u>98,620</u>	<u>(5,411)</u>	<u>-5.5%</u>
Customer Accounts				
Meter Reading	4,829	7,592	2,763	36.4%
Customer records and collection	11,197	11,996	800	6.7%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>16,026</u>	<u>19,588</u>	<u>3,563</u>	<u>18.2%</u>
Administrative and General				
Administrative and general salaries	28,963	31,460	2,497	7.9%
Office supplies and expense	4,148	5,926	1,778	30.0%
Outside services employed	12,313	17,377	5,064	29.1%
Insurance	2,979	5,242	2,263	43.2%
Employee Benefits	36,706	52,190	15,484	29.7%
Miscellaneous general	24,066	19,971	(4,095)	-20.5%
Total Administrative and General	<u>109,176</u>	<u>132,167</u>	<u>22,991</u>	<u>17.4%</u>
Total Operation, Customer, & Admin Expenses	<u>229,232</u>	<u>250,376</u>	<u>21,143</u>	<u>8.4%</u>
Depreciation	112,404	124,473	12,069	9.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>341,637</u>	<u>374,848</u>	<u>33,212</u>	<u>8.9%</u>
OPERATING INCOME	<u>\$ 482,343</u>	<u>359,887</u>	<u>122,457</u>	<u>34.0%</u>

SHAKOPEE PUBLIC UTILITIES
YEAR TO DATE FINANCIAL RESULTS
AUGUST 2017



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 - August 2017			Year to Date Budget - August 2017			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	\$ 30,553,920	3,388,029	33,941,950	31,383,378	3,377,061	34,760,438	(829,457) -2.6%	10,968 0.3%	(818,489) -2.4%			
OPERATING EXPENSES												
Operation, Customer and Administrative	25,722,084	1,798,197	27,520,282	28,138,055	2,049,004	30,187,059	2,415,971 8.6%	250,807 12.2%	2,666,778 8.8%			
Depreciation	1,385,902	899,234	2,285,136	1,513,550	995,783	2,509,333	127,649 8.4%	96,549 9.7%	224,198 8.9%			
Amortization of Plant Acquisition	-	-	-	-	-	-	- 0.0%	- -	- 0.0%			
Total Operating Expenses	27,107,986	2,697,431	29,805,417	29,651,605	3,044,787	32,696,393	2,543,619 8.6%	347,356 11.4%	2,890,975 8.8%			
Operating Income	3,445,934	690,598	4,136,532	1,731,772	332,273	2,064,046	1,714,162 99.0%	358,325 107.8%	2,072,487 100.4%			
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	156,370	169,360	325,731	177,385	165,112	342,497	(21,015) -11.8%	4,248 2.6%	(16,767) -4.9%			
Interdepartment Rent from Water	60,000	-	60,000	60,000	-	60,000	- 0.0%	- -	- 0.0%			
Investment Income	172,068	51,722	223,790	103,611	24,017	127,628	68,457 66.1%	27,704 115.4%	96,161 75.3%			
Interest Expense	(232,553)	(191)	(232,744)	(231,657)	(153)	(231,809)	(897) -0.4%	(38) -25.0%	(935) -0.4%			
Amortization of Debt Issuance Costs and Loss on Refunding	(11,868)	-	(11,868)	(11,868)	-	(11,868)	- 0.0%	- 0.0%	- 0.0%			
Gain/(Loss) on the Disposition of Property	6,934	3,362	10,296	-	-	-	6,934 0.0%	3,362 -	10,296 -			
Total Non-Operating Revenue (Expense)	150,951	224,253	375,204	97,472	188,977	286,448	53,479 54.9%	35,276 18.7%	88,755 31.0%			
Income Before Contributions and Transfers	3,596,885	914,851	4,511,736	1,829,244	521,250	2,350,494	1,767,641 96.6%	393,601 75.5%	2,161,242 91.9%			
CAPITAL CONTRIBUTIONS	94,254	2,623,578	2,717,832	-	1,195,162	1,195,162	94,254 -	1,428,416 119.5%	1,522,670 127.4%			
MUNICIPAL CONTRIBUTION	(929,074)	(592,503)	(1,521,576)	(971,184)	(633,539)	(1,604,723)	42,110 4.3%	41,036 6.5%	83,147 5.2%			
CHANGE IN NET POSITION	\$ 2,762,065	2,945,926	5,707,992	858,060	1,082,873	1,940,933	1,904,005 221.9%	1,863,053 172.0%	3,767,059 194.1%			

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

	YTD Actual August 2017	YTD Budget August 2017	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 10,877,927	11,270,584	(392,656)	-3.5%
Commercial and Industrial	18,955,014	19,369,735	(414,721)	-2.1%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	29,832,942	30,640,319	(807,378)	-2.6%
Forfeited Discounts	162,553	168,128	(5,575)	-3.3%
Free service to the City of Shakopee	113,782	113,782	0	0.0%
Conservation program	444,644	461,148	(16,504)	-3.6%
Total Operating Revenues	30,553,920	31,383,378	(829,457)	-2.6%
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	22,301,746	23,671,390	1,369,644	5.8%
Distribution operation expenses	335,564	315,488	(20,076)	-6.4%
Distribution system maintenance	447,559	443,426	(4,133)	-0.9%
Maintenance of general plant	161,514	285,214	123,700	43.4%
Total Operation and Maintenance	23,246,382	24,715,518	1,469,136	5.9%
Customer Accounts				
Meter Reading	64,408	78,477	14,070	17.9%
Customer records and collection	347,316	358,011	10,695	3.0%
Energy conservation	46,466	470,625	424,159	90.1%
Total Customer Accounts	458,189	907,113	448,924	49.5%
Administrative and General				
Administrative and general salaries	367,595	399,755	32,161	8.0%
Office supplies and expense	93,962	123,767	29,806	24.1%
Outside services employed	99,049	327,676	228,626	69.8%
Insurance	112,527	125,816	13,289	10.6%
Employee Benefits	1,091,271	1,249,908	158,636	12.7%
Miscellaneous general	253,109	288,502	35,393	12.3%
Total Administrative and General	2,017,513	2,515,424	497,911	19.8%
Total Operation, Customer, & Admin Expenses	25,722,084	28,138,055	2,415,971	8.6%
Depreciation	1,385,902	1,513,550	127,649	8.4%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 27,107,986	29,651,605	2,543,619	8.6%
OPERATING INCOME	\$ 3,445,934	1,731,772	1,714,162	99.0%

SHAKOPEE PUBLIC UTILITIES
WATER OPERATING REVENUE AND EXPENSE

	YTD Actual August 2017	YTD Budget August 2017	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 3,376,619	3,363,210	13,409	0.4%
Forfeited Discounts	11,410	13,851	(2,441)	-17.6%
Uncollectible accounts	(0)	-	(0)	-
Total Operating Revenues	<u>3,388,029</u>	<u>3,377,061</u>	<u>10,968</u>	<u>0.3%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	330,530	314,355	(16,175)	-5.1%
Pumping and distribution maintenance	213,122	269,849	56,727	21.0%
Power for pumping	190,905	186,020	(4,885)	-2.6%
Maintenance of general plant	24,502	18,739	(5,763)	-30.8%
Total Operation and Maintenance	<u>759,059</u>	<u>788,962</u>	<u>29,903</u>	<u>3.8%</u>
Customer Accounts				
Meter Reading	36,531	60,735	24,204	39.9%
Customer records and collection	94,362	95,971	1,609	1.7%
Energy conservation	1,834	12,000	10,166	-
Total Customer Accounts	<u>132,727</u>	<u>168,706</u>	<u>35,978</u>	<u>21.3%</u>
Administrative and General				
Administrative and general salaries	236,863	251,683	14,820	5.9%
Office supplies and expense	43,317	47,410	4,093	8.6%
Outside services employed	40,831	139,015	98,184	70.6%
Insurance	37,509	41,939	4,430	10.6%
Employee Benefits	393,018	451,522	58,504	13.0%
Miscellaneous general	154,872	159,767	4,895	3.1%
Total Administrative and General	<u>906,411</u>	<u>1,091,337</u>	<u>184,926</u>	<u>16.9%</u>
Total Operation, Customer, & Admin Expenses	<u>1,798,197</u>	<u>2,049,004</u>	<u>250,807</u>	<u>12.2%</u>
Depreciation	899,234	995,783	96,549	9.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>\$ 2,697,431</u>	<u>3,044,787</u>	<u>347,356</u>	<u>11.4%</u>
OPERATING INCOME	<u>\$ 690,598</u>	<u>332,273</u>	<u>358,325</u>	<u>107.8%</u>