

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
NOVEMBER 21, 2016

1. **Call to Order** at 5:00pm in the SPU 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) Resn. #1143 – Establishing Water Meter and Installation Fees
 - C=> 8c) Monthly Water Production Dashboard
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
 - 9b) Dean Lake Substation/Shakopee Energy Park Construction Update
 - 9c) Cold Weather Rule Review
10. **Reports: Human Resources**
11. **Reports: General**
 - 11a) 2017-2021 Capital Improvement Plan – Final
 - 11b) 2017 Capital Projects and Equipment – Final
 1. Water Projects and Equipment
 2. Electric Projects and Equipment
 3. Administrative Projects and Equipment
 - 11c) SPU 2016 Donations – Year in Review
 - C=> 11d) October Financials
12. **New Business**
13. **Tentative Dates for Upcoming Meetings**

- Regular Meeting	--	December 5
- Mid Month Meeting	--	December 19
- Regular Meeting	--	January 3 (Tuesday)
- Mid Month Meeting	--	January 18 (Tuesday)
14. **Adjourn to 12/5/16** 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 Commission meeting room at 6:00 P.M., November 7, 2016.

MEMBERS PRESENT: Commissioners Joos, Amundson, Helkamp, Olson 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.

President Joos noted the tour of the Shakopee Energy Park was well received and that no official business took place during the tour.

Motion by Helkamp, seconded by Amundson to approve the minutes of the October 17, 2016 Commission meeting. Motion carried.

There were no communications to report.

President Joos offered the agenda for approval.

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

There were no Consent Items.

The warrant listing for bills paid November 7, 2016 was presented.

Motion by Helkamp, seconded by Amundson to approve the warrant listing dated November 7, 2016 as presented. Motion carried.

There was no Liaison report.

Water Superintendent Schemel provided a report of current water operations and updated existing construction projects.

Line Superintendent Drent provided a report of current electric operations. Nine outages were reviewed. The largest was the Shakopee Substation outage that affected 2,500 customers. The cause of the outage was explained and corrective actions taken to eliminate future occurrences. Construction updates were also provided.



Utilities Manager Crooks provided an update to the Shakopee Energy Park and Dean Lake Substation Projects.

The monthly MMPA Board Statement was read into the record.

Planning and Engineering Director Adams presented and reviewed the semi-final version of the 2017-2021 Capital Improvement Plan. The 5-year plans were presented for Water, Electric and Administration.

Mr. Adams reviewed, in detail, the 2017 Capital Water Projects and Equipment Plan.

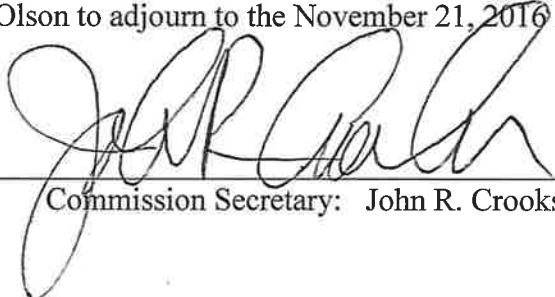
Mr. Adams reviewed, in detail, the 2017 Capital Electric Projects and Equipment Plan.

Mr. Adams reviewed, in detail, the 2017 Capital Administration Projects and Equipment Plan.

Mr. Crooks presented several social media issues recently posted on Facebook sites. He also reviewed two Shakopee Valley News articles related to the social media posts. Discussion centered on several steps that were taken by SPU Staff to address the concerns on the SPU Website and Facebook page.

The tentative commission meeting dates of November 21 and December 5 were noted.

Motion by Amundson, seconded by Olson to adjourn to the November 21, 2016 meeting.
Motion carried.



Commission Secretary: John R. Crooks

RESOLUTION #1143

RESOLUTION ESTABLISHING
WATER METER AND INSTALLATION FEES

BE IT RESOLVED by the Shakopee Public Utilities Commission at meeting duly assembled on the 21st day of November, 2016, that Resolution #998 is repealed upon this resolution taking effect, and that the following fees are set to cover water meters and installation costs and that such charges are payable before water service is started to new services:

Standard Meters

Meter Size	Type	Cost Includes Fittings & Wiring to outside recorder
5/8"	iPERL	\$360.00
3/4"	iPERL	\$360.00
1"	iPERL	\$340.00
1.5"	T2	\$1,120.00
	C2	\$1,240.00
2"	T2	\$1,080.00
	C2	\$1,440.00
3"	T2	\$1,520.00
	C2	\$2,120.00
4"	T2	\$2,820.00
	C2	\$3,560.00
6"	T2	\$4,520.00
	C2	\$6,040.00

Specialty Meters

8" Fire	F2	\$13,730.00
10" Fire	F2	\$19,630.00
Fire Detector Meter		\$150.00

Requests for a 1" and larger meter and special meters require SPUC approval.

NOW THEREFORE, BE IT RESOLVED that the water meter and installation fees be increased effective January 1, 2017.

BE IT FURTHER RESOLVED, that all things necessary to carry out the terms and purpose of this resolution are hereby authorized and performed.

Passed in regular session of the Shakopee Public Utilities Commission this 21st day of November, 2016.

Commission President: Terrance Joos

ATTEST:

Commission Secretary: John R. Crooks



Monthly Water Dashboard

As of: **October 2016**

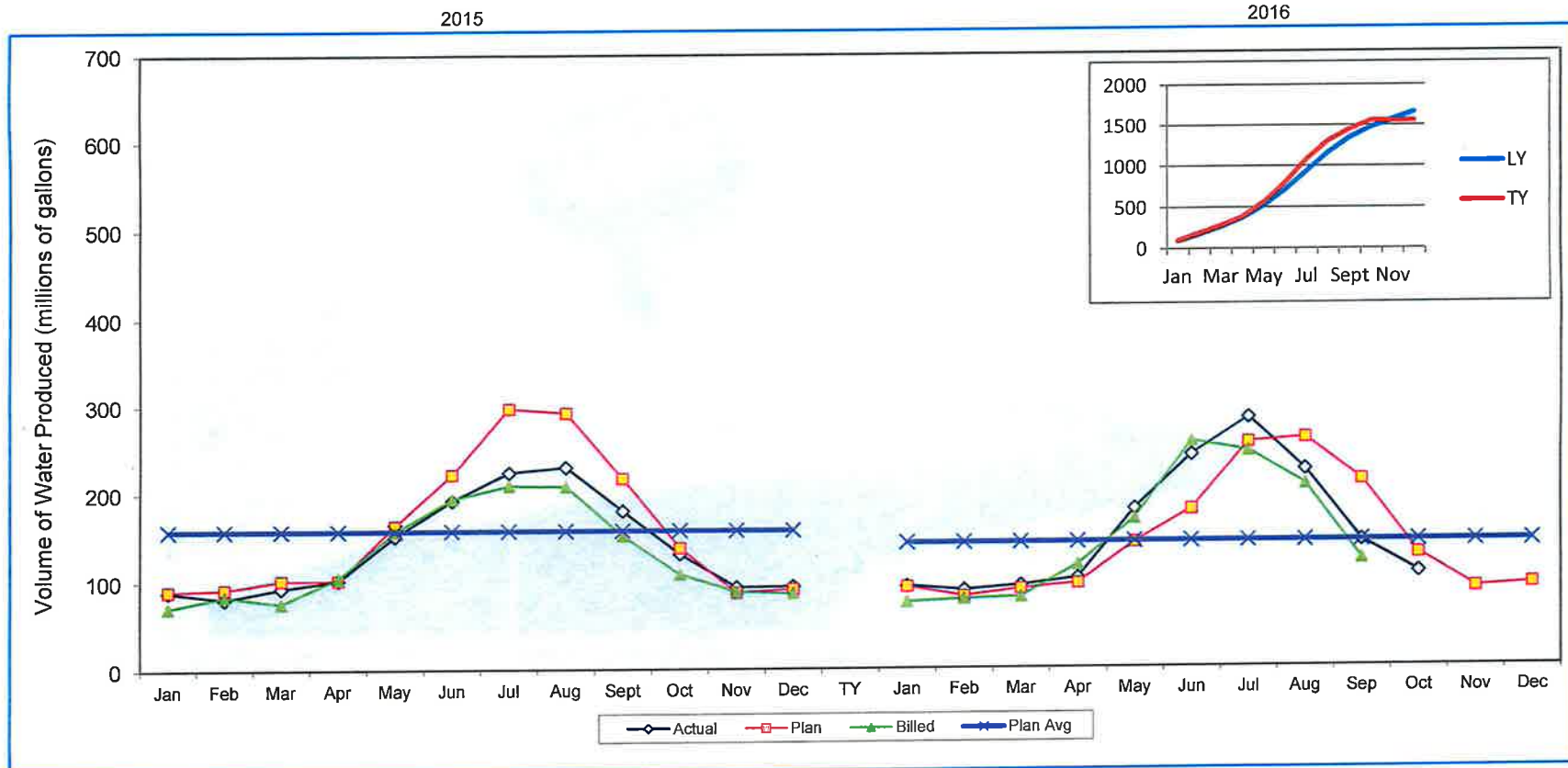
Shakopee Public Utilities Commission

ALL VALUES IN MILLIONS OF GALLONS

Element/Measure Water Pumped/Metered

Averages	
2013	150
2014	140
2015	138

Last 6 months actuals	180	241	283	224	143	107
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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	89	81	93	102	152	192	224	230	180	131	93	94		94	89	94	102	180	241	283	224	143	107			
Plan	90	92	102	102	164	222	297	292	217	138	87	91		93	82	90	96	142	179	255	260	212	128	89	93	
YTD % *															101%	105%	105%	105%	111%	117%	116%	109%	103%	101%		
Billed	71	84	76	105	157	194	209	208	152	108	88	86		76	79	81	117	169	256	245	207	122				

* Actual gallons pumped vs. Plan







SHAKOPEE PUBLIC UTILITIES

"Lighting the Way – Yesterday, Today and Beyond"

November 16th 2016

TO: John Crooks, Utilities Manager 

FROM: Greg Drent, Electric Superintendent 

SUBJECT: Dean Lake Substation Update

Dean Lake Substation Update:

The Dean Lake Substation upgrade is proceeding as planned and designed. The power transformer was delivered on November 4th. The set up of the transformer was completed on November 13th and is ready to take transmission voltage. Hooper is responsible for the 13.8kv wires from the transformer to the control building. The conduit is installed, but wires need to be pulled. Hooper is working on the 115kv circuit configuration and the transmission lines required to hook up the transformer. This work is scheduled to be completed in early January. Hooper is installing the ring bus in the Substation that will give us greater flexibility if we need to take a transformer out of service, and provide better reliability. The ring buss is a very complicated transition and we are working with Hooper to handle the shifting of load between Dean Lake 1 and 2 transformers.

The current transmission ring buss is scheduled to be in service on January 20th, at that time the substation can be energized and we will have proper protection on the transmission system and our substation.

The control building was delivered on November 10th and the switch gear is currently being tested by L&S Electric. States Electric was on site to assist in delivery of the building. The building delivery went well with no problems and all conduits lined up to the control building. Hooper is working in the substation for SPU and Xcel. Scheduling is going well, as we both have the same contractor to coordinate activities.

Hooper is responsible for digging from the substation to the first vault for the DG plant interconnection circuits. They started digging on November 15th and that work is expected to take about 3 weeks. After the conduits are installed the NPL can finish pulling wire and making terminations that will take an additional 4 weeks. Distributions circuits should be installed and terminated by the end of the year.

The Shakopee distribution conduits are being installed by NPL and are going according to the plans. The duct bank to the North is out of the substation and is under 169. Conduits to the South are installed. Conduits to the east are out of the substation and ready to be installed in the rest of the way to CR 83.

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SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

November 18, 2016

TO: John Crooks, Utilities Manager 
 FROM: Sharon Walsh, Director of Marketing and Customer Relations 
 SUBJECT: Cold Weather Rule Update

Overview

The 2016 Minnesota Cold Weather Rule (CWR) is in effect from October 15, 2016 until April 15, 2017. During this time, MN Statute 216B.097 governs the actions SPU must take as a municipal utility, as well as those actions of the residential customers.

There is an assumption among customers that the CWR prevents SPU from disconnecting service during the CWR time period, but that is not an entirely correct understanding. Customers must qualify for the CWR and, if so, must then take steps to ensure protection. SPU also has requirements. During the time period of October 15 to April 15, SPU is required to communicate the following information to our customers:

1. a notice of proposed disconnection;
2. a statement explaining the customer's right and responsibilities;
3. forms on which to declare inability to pay; and
4. a statement explaining available time payment plans and other opportunities to secure continued utility service.

Each year with the September billing statements, SPU mails a CWR brochure to all residential customers that details their rights under the CWR; their responsibilities to protect themselves; how to obtain an Inability to Pay form; how to work with SPU to setup payment plans; information regarding available assistance; and a Third Party Release form should they need a third party to assist with their bill or the CWR. In 2015, efforts were taken to rewrite this brochure in a format that makes it easy for a customer to understand the rule and the steps required for protection under the CWR. We also send this same brochure to those customers receiving a collection letter/disconnection notice during the cold weather period to further educate the customer on the CWR and assist with their needs.

The customer must meet all of the following conditions to be protected under the CWR:

1. The household income of the customer is at or below 50 percent of the state median household income;
2. The customer enters into and makes reasonably timely payments under a payment agreement that considers the financial resources of the household

When these conditions are met, customers are protected from disconnection of electrical service.

To SPU's credit, if a customer does not qualify under the household income condition, SPU will still work with customers to setup a payment plan to avoid disconnection of service. In fact, we go above and beyond what is required by statute, and work with our customers all year long to setup payment plans to bring their accounts current. We also give our customers 20 days from the mailing of a disconnect notice to pay their past due balance, even though we are only required to do this during the cold weather protection period of October 15 to April 15.

Action Requested

No action requested.

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THIRD PARTY NOTIFICATION REQUEST

If you want a third party authorized to discuss your account with SPU on your behalf and/or to be notified of a potential disconnection please complete this form and return it to Shakopee Public Utilities.

**255 Sarazin Street
P.O. Box 470
Shakopee, Minnesota 55379**

SPU will make every effort to send a copy of the Disconnect Notice to the party specified. The customer making this request understands SPU assumes no liability should the third party fail to receive and/or act upon the notification.

Customer Information

Name _____
SPU Account # _____
Service Address _____
Apt./Unit# _____
City _____ State _____ ZIP _____
Primary Phone _____
Secondary Phone _____

SPU has my permission to provide information to and accept information from the party named in this agreement:

Customer Signature _____ Date _____

Third Party Information

Name _____
SPU Account # _____
Service Address _____
Apt./Unit# _____
City _____ State _____ ZIP _____
Primary Phone _____
Secondary Phone _____
Third Party Signature _____ Date _____

This request cannot be accepted without the Third Party's signature.

HOW DO I GET ASSISTANCE?

You may contact one of the following energy assistance providers:

CAP Agency (LIHEAP)
712 Canterbury Road South
Shakopee, MN 55379
www.capagency.org 651.322.3500

Salvation Army - HeatShare
www.salvationarmynorth.org 952.898.9367

Scott County Human Services - Fuel Assistance
www.co.scott.mn.us 952.445.7751

You may contact the following local agency for weatherization and conservation services:

CAP Agency 952.496.2125

MEDICAL ALERT

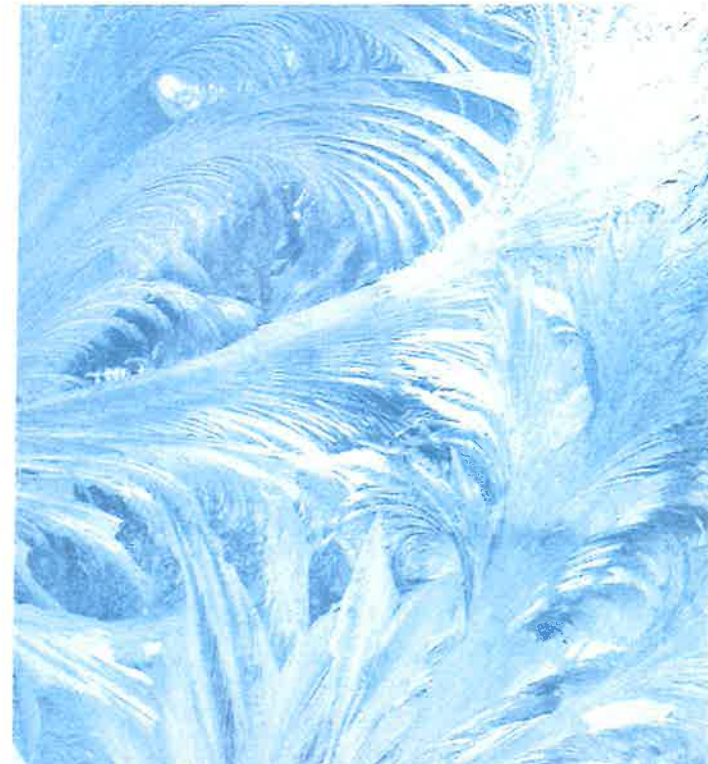
If you have a medical need and/or equipment that requires electricity you must notify SPU. Written certification must be provided by an eligible medical professional and kept on file at SPU. Certification expires six months from the date it was signed. A new, signed form /certificate must be submitted to SPU if the medical need extends beyond six months. If you are unable to pay your bill in full each month, you are required to make payment plan arrangements with SPU. Medical forms / certificates are available from SPU or online at spucweb.com.



SHAKOPEE PUBLIC UTILITIES

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Office hours: Monday thru Friday 7:30 a.m. - 4:00 p.m.



MINNESOTA Cold Weather Rule

Know your rights and your responsibilities.



SHAKOPEE PUBLIC UTILITIES

The Minnesota Cold Weather Rule (CWR) was established to protect residential customers from electrical service disconnection between October 15 and April 15. It is the objective of Shakopee Public Utilities (SPU) to assist our customers and follow the requirements of the Minnesota Statute 216B.097.

The Minnesota Statute 216B.97 states a municipal utility must not disconnect and must reconnect the utility service of a residential customer during the period between October 15 and April 15 if the disconnection affects the primary heat source for the residential unit and all of the following conditions are met:

- the household income is at or below 50 percent of the state median income. A customer is deemed to meet the income requirements of this clause if the customer receives any form of public assistance, including energy assistance, that uses an income eligibility threshold set at or below 50 percent of the state median household income. *SPU may request income verification from the customer or obtain verification of income from the local Energy Assistance Provider (CAP Agency).*
- the customer enters into and makes reasonably timely payments under a payment agreement that considers the financial resources of the household;

If you do not meet all of the conditions indicated above you may be in jeopardy of disconnection. Please contact SPU immediately if you are unable to pay your utility bill and/or have received a notice of disconnection. Applications for cold weather protection (Inability To Pay Forms) are available at the SPU Service Desk; online at spucweb.com, or you may call 952.345.2482 and to request a form be mailed to you.

CAN MY ELECTRICITY BE DISCONNECTED BETWEEN OCTOBER 15 AND APRIL 15?

Yes, unless you take steps to make payment arrangements with SPU under the Cold Weather Rule.

IS EVERYONE PROTECTED UNDER THE COLD WEATHER RULE?

CWR protection is for residential customers only. (Renters are included if your electric service is in your name and it affects your primary heat.)

You are eligible if the combined household income is at or below 50 percent of the state median income. If you are receiving public assistance based on this income measurement between October 15 and April 15 you automatically qualify for protection.

IF I QUALIFY FOR THE CWR, DO I NEED TO DO ANYTHING TO PROTECT MYSELF?

Yes. If you are unable to pay your electric bill you must contact SPU immediately to set up a payment plan.

- You must complete the Inability to Pay Declaration form.*
- You must set up a mutually-agreed upon payment plan – and keep these payment plans.
- You will be required to verify your income.*

*If you receive public assistance, including energy assistance, between October 15 and April 15 based on income eligibility as stated above, you do not need to complete the Inability to Pay Declaration Form or personally verify your income.

WHAT IF I CAN'T KEEP A PAYMENT PLAN?

You must contact SPU immediately. If your financial circumstances have changed it may be possible to make a one-time change to the payment plan between October 15 and April 15 to avoid disconnection. Any changes in the plan are subject to SPU approval. If you do not make the payment or contact SPU before the payment is missed, your service may be disconnected.

WHAT IF I CAN'T AGREE ON A PAYMENT PLAN WITH SPU?

You have the right to appeal to the Utilities Manager of SPU in writing within five business days of the dispute. If you and the Utilities Manager cannot reach a mutually-agreed upon plan, you have the right to contact the Shakopee Public Utilities Commission board for further resolution.

WHY DID I RECEIVE A DISCONNECT NOTICE BETWEEN OCTOBER 15 AND APRIL 15?

This means you have either missed a payment on your established payment plan—or you have not paid your previous month's payment and you did not make arrangements for a payment plan. In either event, you should contact SPU immediately and discuss this situation with a Billing Clerk. You may be disconnected without further notice if you do not take action.

DOES SPU NEED TO TURN MY POWER BACK ON IF I GET DISCONNECTED BETWEEN OCTOBER 15 AND APRIL 15?

Your service will be restored provided you contact SPU and setup a mutually-agreed upon payment plan.

WHAT IF I NEED HELP UNDERSTANDING MY BILLS AND/OR NOTICES?

You may designate a third party to discuss your account information with SPU and have this individual notified in the event of a disconnection notice. This third party will not be responsible for your bill, but will have the right to contact SPU to provide and/or receive information about your account and/or arrange a payment plan on your behalf. The Third Party Notification Request Form is included in this brochure.





SHAKOPEE PUBLIC UTILITIES

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Office hours: Monday thru Friday 7:30 a.m.-4:00 p.m.

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: 2017-2021 FINAL CAPITAL IMPROVEMENT PLAN

DATE: November 18, 2016

ISSUE

Attached is the 2017-2021 Final Capital Improvement Plan for the Commission's consideration. This plan covers water, electric and administrative system improvements for the five year period 2017-2021.

This is the same information presented to the Commission as the 2017-2021 Semi-Final CIP on November 7, 2016 except for:

1. Per Commission direction, staff removed the \$165,000 Miscellaneous Electric Projects expense in the 2016 carry over column.
2. Per Commission direction, staff took a careful look at the 2017 expenses for the Relocation Project for SS-32 circuit along CR 79 and discovered two errors. The first was that the fixed number in the spreadsheet cell in question had been inexplicably changed during previous revisions to a formula that summed other cells and the second error was the cost per half mile in the projects to be determined line for 2017 (which is used in a hand calculation to determine the estimated expense for each project) was incorrect. Staff corrected both errors, reviewed all the relocation project costs and now all of the relocation expenses are consistent with the various project lengths.
3. Per discussions with the Finance Director and the Utilities Manager, staff has adjusted the Trunk Water Projects to be Determined line to only include the 2017 expense. Thus, we have eliminated the 2018-2021 expenses to better reflect the reality of the situation - that is we can be surprised by a development project that was not on the horizon only in the first year of each five year plan. Also, there are many years where no such project materializes; hence the Trunk Fund is artificially encumbered with these expenses during years 2-5 of the five year plan. In addition, we did not have corresponding revenues to offset the projects to be determined expense in our fund projections; so we added a reasonable amount of non location specific area for Trunk Water Charge revenue. These changes combined to improve the fund balance by the end of the five year period.

Staff requests that the Commission *accept* the Final 2017-2021 CIP.



Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Water Summary

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Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
<u>Operating Fund</u>							
Miscellaneous	See Detail	-	717,000	322,000	272,000	205,000	205,000
System Upgrades	See Detail	-	57,500	20,000	20,000	20,000	20,000
Total Irrigation Meter Pilot Project	See Detail	35,000	-	-	-	-	-
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	-	-	393,382	1,049,018	1,049,018
Vehicles/Equipment	See Detail	6,000	74,000	-	-	-	-
Total Operating Fund		41,000	848,500	342,000	685,382	1,274,018	1,274,018
<u>Reconstruction Fund</u>							
Reconstruction Projects	See Detail	-	534,000	700,000	178,000	60,000	60,000
Total Reconstruction Fund		-	534,000	700,000	178,000	60,000	60,000
<u>Trunk Fund</u>							
Trunk Water Mains - SPUC Projects	See Detail	-	10,000	10,000	10,000	10,000	10,000
Over Sizing - Non-SPUC Projects	See Detail	-	473,873	205,808	184,400	101,450	-
Total Trunk Fund		-	483,873	215,808	194,400	111,450	10,000
<u>Connection Fund</u>							
Wells	See Detail	-	167,200	878,992	49,000	968,240	-
Water Treatment	See Detail	-	42,500	839,500	-	-	5,234,720
Pump House Additions/Expansions	See Detail	-	-	-	59,540	1,176,510	-
New Tanks and Transmission Water Main	See Detail	150,000	-	109,200	2,157,792	-	-
Booster Stations	See Detail	-	1,980,980	1,296,365	-	-	-
Auxiliary Facilities	See Detail	-	10,000	-	10,000	-	-
Total Connection Fund		150,000	2,200,680	3,124,057	2,276,332	2,144,750	5,234,720
Total Water		191,000	4,067,053	4,381,865	3,334,114	3,590,218	6,578,738
Cumulative Total Water		191,000	4,258,053	8,639,918	11,974,032	15,564,250	22,142,988

**Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Water Detail**

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Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
Operating Fund							
Miscellaneous							
CR16 Valve & Hydrant Adjustments	County Trail Project CP-16-XX	-	25,000	-	-	-	-
CL2 Emergency Shut Offs - Pumphouse 20	Chlorine Feed Upgrade	-	32,000	-	-	-	-
CL2 Emergency Shut Offs - Pumphouse 6	Chlorine Feed Upgrade	-	40,000	-	-	-	-
CR78/79 Valve & Hydrant Adjustments	County Trail Project CP79-11	-	50,000	-	-	-	-
CR83 Valve & Hydrant Adjustments	County Project CP 83-22	-	50,000	-	-	-	-
8" Looping Watermain Appar & 2nd Under UPRR	Looping West End Downtown	-	275,000	-	-	-	-
Reservoir Maintenance	Preventative Maintenance	-	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
Water Meters	PM/Development	-	140,000	145,000	145,000	150,000	150,000
CL2 Feed Improvements	Safety/Enhanced Accuracy	-	-	72,000	72,000	-	-
Total Miscellaneous		-	717,000	322,000	272,000	205,000	205,000
System Upgrades							
Pumphouse 2 Driveway	Preventative Maintenance	-	5,500	-	-	-	-
Pumphouse 2 Fan Controls	Safety Addition	-	6,000	-	-	-	-
Pumphouse 4 Fan Controls	Safety Addition	-	6,000	-	-	-	-
Pumphouse 4 Driveway	Preventative Maintenance	-	6,500	-	-	-	-
Pumphouse 6 A/C	Preventative Maintenance	-	8,500	-	-	-	-
Sealcoat Drives/Repair	Preventative Maintenance	-	10,000	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		-	57,500	20,000	20,000	20,000	20,000
Irrigation Meter Pilot Project	Customer Service	35,000	-	-	-	-	-
Total Irrigation Meter Pilot Project		35,000	-	-	-	-	-
ADVANCED METERING INFRASTRUCTURE (AMI)							
Planning/Design/Project Management	Project Planning/Design	-	-	-	65,564	65,564	65,564
Construction/Implementation/Hardware/Software/Training	Customer Service	-	-	-	327,818	983,454	983,454
Total ADVANCED METERING INFRASTRUCTURE (AMI)		-	-	-	393,382	1,049,018	1,049,018
Vehicles/Equipment							
Replace Truck #619	Life Cycle Replacement	6,000	29,000	-	-	-	-
New Positions Trucks	Customer Service	-	45,000	-	-	-	-
Total Vehicles/Equipment		6,000	74,000	-	-	-	-
Total Operating Fund		41,000	848,500	342,000	685,382	1,274,018	1,274,018

49	Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
50								
51	<u>Reconstruction Fund</u>							
52								
53	Reconstruction							
54	Reconstruction	City Street Recon	-	494,000	660,000	138,000	20,000	20,000
55	Correct Deficient Services	As Needed	-	40,000	40,000	40,000	40,000	40,000
56	Total Reconstruction		-	534,000	700,000	178,000	60,000	60,000
57								
58	Total Reconstruction Fund		-	534,000	700,000	178,000	60,000	60,000
59								
60	<u>Trunk Fund</u>							
61								
62	Trunk Water Mains - SPUC Projects (Completed by SPUC)							
63	Projects to be determined		-	10,000	10,000	10,000	10,000	10,000
64	Total Trunk Water Mains - SPUC Projects		-	10,000	10,000	10,000	10,000	10,000
65								
66	Over Sizing - Non-SPUC Projects (Completed by Others)							
67	12" WM West from CR 17 North of Wood Duck Trail (1200 ft)	Development	-	31,350	-	-	-	-
68	12" WM Vierling Drive from Taylor Street to CR 69	City Project	-	43,300	-	-	-	-
69	12" WM Bluff of Marystown (1600 ft)	Development	-	43,680	-	-	-	-
70	12" WM Crossings Blvd To Pike Lake Rd (Ridge Creek)	Development	-	-	46,800	-	-	-
71	16" WM Krystal Addition to CR 79 (800 ft)	Development	-	61,651	-	-	-	-
72	12" WM Corrigan/Goode Parcels from Horizon Dr S/E to Muhlenhardt Rd (4800 ft)	Development	-	62,700	65,208	-	-	-
73	12" WM C.R. 16 from C.R. 15 west to C.R. 69 - (DR Horton) 0.25 miles/segment	Development/City Project/Scott County Proj	-	45,000	47,000	-	50,800	-
74	18" WM CR 16 (Ridge Creek)	Development	-	101,192	-	-	-	-
75	12" WM Parallel to CR 15 South from CR 16 0.25 miles/segment	Development	-	-	46,800	-	50,650	-
76	12" WM Thrush Street from CR 83 to 0.25 miles West	Development	-	-	-	41,600	-	-
77	12" WM on Stagecoach Rd from Eagle Creek Preserve to Hansen Ave 0.5 miles	Development	-	-	-	71,400	-	-
78	8" WM on Muhlenhardt Rd 0.50 miles	Development	-	-	-	71,400	-	-
79	Projects to be determined		-	85,000	-	-	-	-
80	Total Over Sizing - Non-SPUC Projects		-	473,873	205,808	184,400	101,450	-
81								
82	Total Trunk Fund		-	483,873	215,808	194,400	111,450	10,000
83								
84								

Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
Connection Fund							
Wells							
Future Submersible Well Site near Wood Duck Trail		-	100,000	-	-	-	-
1-HES Well @ Booster Station @ Bluffs		-	67,200	628,992	-	-	-
2-HES Well/Tank Site @ Bluffs		-	-	250,000	-	-	-
2-HES Jordan Well @ either Wood Duck Trail or Bluffs		-	-	-	49,000	968,240	-
Total Wells		-	167,200	878,992	49,000	968,240	-
Water Treatment							
NES Jordan Well #22 Submersible (Pump House No. 3 modifications)	Radium Remediation	-	42,500	839,500	-	-	-
Water Treatment Plant	Water Quality	-	-	-	-	-	5,234,720
Total Water Treatment		-	42,500	839,500	-	-	5,234,720
Note: The Water Treatment Plant is not currently needed, it is put into the budget as a placeholder as a contingency in the event it becomes necessary.							
Pump House Additions/Expansions							
2-HES Pump House @ either Wood Duck Trail or Bluffs		-	-	-	59,540	1,176,510	-
Total Pump House Additions/Expansions		-	-	-	59,540	1,176,510	-
New Tanks and Transmission Water Main							
18" WM CR 16 from Dean Lake Trail to CR 21 1.75 miles	Scott County Project	150,000	-	-	-	-	-
2-HES District Storage (0.5 MG, Elevated Tank) @ either Wood Duck Trail or Bluffs		-	-	109,200	2,157,792	-	-
Total New Tanks and Transmission Water Main		150,000	-	109,200	2,157,792	-	-
Booster Stations							
2-HES Bluffs of Marystown Booster Station Site Acquisition	Development	-	150,000	-	-	-	-
12" WM in Jacked Casing Across CR 16 by Whispering Oaks		-	241,175	-	-	-	-
Booster Station @ Tanks 5 & 6 Site	Savage Agreement Expiration	-	1,524,200	-	-	-	-
Booster Station @ Bluffs of Marystown		-	65,605	1,296,365	-	-	-
Total Booster Stations		-	1,980,980	1,296,365	-	-	-
Auxiliary Facilities							
Pressure Reducing Valve - 2nd HES to 1st HES @ Foothill Trail		-	10,000	-	-	-	-
Pressure Reducing Valve - 2nd HES to 1st HES @ Muhlenhardt Rd		-	-	-	10,000	-	-
Total Auxiliary Facilities		-	10,000	-	10,000	-	-
Total Connection Fund		150,000	2,200,680	3,124,057	2,276,332	2,144,750	5,234,720
Total Water		191,000	4,067,053	4,381,865	3,334,114	3,590,218	6,578,738

**Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Electric Summary**

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Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
Operating Fund							
System Projects							
Miscellaneous	See Detail	-	170,000	175,000	175,000	175,000	175,000
System Material & Facilities	See Detail	366,000	822,000	548,000	538,000	468,000	450,000
Vehicles/Equipment	See Detail	310,000	379,000	465,000	354,000	395,000	345,000
Local Area Projects							
New UG Cables & Related Cost (Net of Contribution)	See Detail	-	250,000	200,000	200,000	200,000	200,000
Replace UG Cable Projects	See Detail	-	110,000	95,000	75,000	75,000	75,000
Rebuild OH Lines	See Detail	-	256,330	100,000	255,900	200,000	270,000
Major System Projects							
Feeder Extension Projects	See Detail	325,000	928,000	1,184,000	562,500	760,500	735,000
Territory Acquisition	See Detail	-	494,000	-	-	-	-
Shakopee Substation	See Detail	-	55,000	-	-	-	-
South Shakopee Substation	See Detail	-	100,000	-	-	-	25,000
Pike Lake Substation	See Detail	-	-	-	20,000	-	-
Dean Lake Substation	See Detail	-	55,000	200,000	-	30,000	-
East Shakopee Substation	See Detail	-	150,000	-	-	200,000	4,400,000
Upgrade Projects	See Detail	-	170,000	175,000	180,000	190,000	200,000
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	-	-	630,000	1,800,000	1,800,000
Service Center	See Detail	-	243,000	72,000	75,000	75,000	45,000
Total Operating Fund		1,001,000	4,182,330	3,214,000	3,065,400	4,568,500	8,720,000
Relocation Fund							
Relocation Projects	See Detail	-	202,075	43,750	368,250	48,000	125,000
Total Relocation Fund		-	202,075	43,750	368,250	48,000	125,000
Total Electric		1,001,000	4,384,405	3,257,750	3,433,650	4,616,500	8,845,000
Cumulative Total Electric		1,001,000	5,385,405	8,643,155	12,076,805	16,693,305	25,538,305

**Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Electric Detail**

Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
Operating Fund							
System Projects							
14 Miscellaneous	As Necessary	-	170,000	175,000	175,000	175,000	175,000
15 Total Miscellaneous		-	170,000	175,000	175,000	175,000	175,000
System Material & Facilities							
18 Portable Trench Shoring Equipment	Trench Safety	15,000	-	-	-	-	-
19 Meters	New Construction	41,000	42,000	43,000	43,000	43,000	45,000
20 Padmount Switches & Related	Load/Development	115,000	120,000	125,000	125,000	125,000	150,000
21 Distribution Transformers	Restock to min.	195,000	198,000	200,000	200,000	200,000	205,000
22 System Capacitors-Additional	PF Improvements	-	25,000	25,000	25,000	25,000	25,000
23 Lateral Circuit Reconfiguration	System Reliability	-	100,000	25,000	25,000	25,000	25,000
24 SCADA-Capacitor Control	Op. Efficiencies & Voltage Control	-	40,000	40,000	40,000	40,000	-
25 SCADA Switches for Tie Switches	System Reliability	-	80,000	80,000	80,000	-	-
26 SCADA OPERATING SYSTEM AND MASTER COMPUTER	Replace Existing (no longer supported) Operating System	-	205,000	-	-	-	-
27 CT Burden/3 Phase Meter Tester	Meter Tester	-	12,000	-	-	-	-
28 UG Cable Locator	Replace Old Equipment	-	-	10,000	-	10,000	-
30 Total System Material & Facilities		366,000	822,000	548,000	538,000	468,000	450,000
Vehicles/Equipment							
32 #614 Single Bucket Truck	Life Cycle Replacement, possible \$15k trade in value	270,000	-	-	-	-	-
33 Construction-Related Equipment-New/Additional/Replacement	Tool Replacement	40,000	40,000	45,000	45,000	45,000	45,000
34 Trailer 18 ft (Skid Loader)	New Equipment	-	9,000	-	-	-	-
35 Wood Chipper and Box	New Equipment	-	40,000	-	-	-	-
36 #645 3/4 Ton Pick-up 4X4	Life Cycle Replacement	-	40,000	-	-	-	-
37 #636 One Ton w/Utility Box	Life Cycle Replacement	-	50,000	-	-	-	-
38 #631 One Ton w/Utility Box	Life Cycle Replacement	-	50,000	-	-	-	-
39 Skid Steer Loader with Tracks	New Equipment	-	50,000	-	-	-	-
40 Trencher	Life Cycle Replacement, Possible \$10k trade in value (8yr)	-	100,000	-	-	-	-
41 #613 One Ton Dump	Life Cycle Replacement	-	-	35,000	-	-	-
42 1/2 Ton Pick-up 4X4 Duty Truck	Life Cycle Replacement - (8 yr)	-	-	45,000	-	-	-
43 #611 Bucket Truck	Possible \$15-\$20 K trade in value	-	-	140,000	-	-	-
44 Directional Bore Equipment	New Equip for UG Construction	-	-	200,000	-	-	-
45 Air Compressor	Life Cycle Replacement	-	-	-	19,000	-	-
46 Skid Steer Loader #624	Life Cycle Replacement	-	-	-	35,000	-	-
47 #642 One Ton Dump Truck	Life Cycle Replacement	-	-	-	55,000	-	-
48 Tractor/Back Hoe	Life Cycle Replacement	-	-	-	200,000	-	-
49 Pole Trailer	Life Cycle Replacement - (25 yr)	-	-	-	-	15,000	-
50 #646 1/2 Ton Puck-up 4x4 Crew Cab	Life Cycle Replacement	-	-	-	-	35,000	-
51 #616 Double Bucket	Life Cycle Replacement	-	-	-	-	300,000	-
52 #627 1/2 Ton Pick-up 4x2 Extendend Cab	Life Cycle Replacement	-	-	-	-	-	30,000
53 #638 Tractor Backhoe	Life Cycle Replacement	-	-	-	-	-	120,000
54 #610 F550 4x2 Service Truck	Life Cycle Replacement	-	-	-	-	-	150,000
55 Total Vehicles/Equipment		310,000	379,000	465,000	354,000	395,000	345,000

Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
Local Area Projects							
58 New UG Cables & Related Cost (Net of Contribution)	Load/Development	-	250,000	200,000	200,000	200,000	200,000
62 Total New UG Cables & Related Cost (New of Contribution)		-	250,000	200,000	200,000	200,000	200,000
Replace UG Cable Projects							
65 Replace UG Cable - Presidential Addition	Reliability/Replace Problem Cable	-	15,000	-	-	-	-
66 Replace UG Cable - MN Valley Mall	Reliability/Replace Problem Cable	-	20,000	-	-	-	-
67 Replace UG Cable - Weinandt Addition	Reliability/Replace Problem Cable	-	-	20,000	-	-	-
68 Replace UG Cable - Projects Yet To Be Determined	As Needed	-	75,000	75,000	75,000	75,000	75,000
69 Total Replace UG Cable Projects		-	110,000	95,000	75,000	75,000	75,000
Rebuild OH Lines							
72 DL-43 Abandoned RR ROW N of Shakopee Ave from CSAH 17 to 11th Ave 0.75 miles	Street Project	-	10,000	-	-	-	-
73 SS-32 CR 15 from Hwy 169 to 17th Ave 0.50 Ckt. miles	County Project	-	15,600	-	-	-	-
74 SS-31 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	Street Project	-	19,760	-	-	-	-
75 SS-34 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	Street Project	-	19,760	-	-	-	-
76 SS-32 CR 79 From CR 78 to Hillwood Dr 0.375 miles	County Trail Project	-	19,760	-	-	-	-
77 DL-41 CR 83 from 4th Ave to VIBS 0.25 miles	County Project	-	21,450	-	-	-	-
78 Rebuild OH lines - as needed RP3	Pole Inspection & Change Out	-	150,000	100,000	100,000	200,000	200,000
79 SH-09 Levee Drive 0.25 miles	Street Project	-	-	-	15,000	-	-
80 SH-10 Levee Drive 0.25 miles	Street Project	-	-	-	20,000	-	-
81 SS-31 CR 42 from CR 17 to CR 83 1.625 miles	County Project	-	-	-	120,900	-	-
82 PL-73 Rolling Oak Circle Single Phase Tap 0.25 miles	Re-Development	-	-	-	-	-	30,000
83 SS-31CR 17 South of CR 42 to CR 82 0.75 miles	Street Project	-	-	-	-	-	40,000
84 Total Rebuild OH Lines		-	256,330	100,000	255,900	200,000	270,000
Major System Projects							
Feeder Extension Projects							
90 PL-75 SBX to Stagecoach Rd 0.25 miles	Development	25,000	-	-	-	-	-
91 SS-32 Taylor Street/Vierling Drive 0.50 mile	Load Growth	-	104,000	-	-	-	-
92 PL-73 CR18 from CR16 to Mullenhardt 0.50 mile	Load Growth	-	104,000	-	-	-	-
93 Dean Lake Sub Exit Circuits with Duct Bank & Hwy 169 Crossing	Load Growth	-	200,000	-	-	-	-
94 PL-76 Tintaocanku Blvd from McKenna Rd to 1.0 miles west 1.0 miles	Development	-	208,000	-	-	-	-
95 SS-32 CR 16 Ext. from CR15 to CR69 1.0 miles	Street Project & Development (Bluffs)	-	104,000	104,000	-	-	-
96 East Shakopee Sub Exit Circuits 4.0 miles	Load Growth	-	-	432,000	-	-	490,000
97 DL-42 DL Blvd from CR 83 to Coneflower 0.5 mile	Load Growth	-	-	108,000	-	-	-
98 Pike Lake Substation Exit Circuits 3.0 miles	Load Growth	-	-	324,000	337,500	-	-
99 DL-9X New Feeder DL Sub to 4th Ave 1.50 miles	Development (VVBP)	-	-	-	-	351,000	-
100 SS-83 New Feeder SS Sub to CR 17 via Stonebrooke 0.75 mile	Load Growth	-	-	-	-	175,500	-
101 Projects Yet to be Determined 1.0 mile	As Necessary	300,000	208,000	216,000	225,000	234,000	245,000
102 Total Feeder Extension Projects		325,000	928,000	1,184,000	562,500	760,500	735,000
104 Assumed Cost per mile unless noted otherwise		200,000	208,000	216,000	225,000	234,000	234,000

Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
106 Territory Acquisition							
108 Territory Acquisition	Consolidation	-	494,000	-	-	-	-
109 Total Territory Acquisition		-	494,000	-	-	-	-
111 Shakopee Substation							
112 Landscaping/Wrap-up	Load Growth	-	55,000	-	-	-	-
113 Total Shakopee Substation		-	55,000	-	-	-	-
115 South Shakopee Substation							
116 Upgrade to Schweitzer Relays	For SCADA	-	100,000	-	-	-	-
117 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-	-	-	-	25,000
118 Total South Shakopee Substation		-	100,000	-	-	-	25,000
120 Pike Lake Substation							
121 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-	-	20,000	-	-
122 Total Pike Lake Substation		-	-	-	20,000	-	-
124 Dean Lake Substation							
125 Landscaping	Load Growth	-	55,000	-	-	-	-
126 Upgrade to Schweitzer Relays	For SCADA	-	-	200,000	-	-	-
127 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-	-	-	30,000	-
128 Total Dean Lake Substation		-	55,000	200,000	-	30,000	-
130 East Shakopee Substation							
131 Land Rights	Load Growth	-	150,000	-	-	-	-
132 Planning/Design/Project Management	Load Growth	-	-	-	-	200,000	400,000
133 Construction	Load Growth	-	-	-	-	-	4,000,000
134 Total East Shakopee Substation		-	150,000	-	-	200,000	4,400,000
136 Upgrade Projects							
137 Projects yet to be determined		-	170,000	175,000	180,000	190,000	200,000
138 Total Upgrade Projects		-	170,000	175,000	180,000	190,000	200,000
140 ADVANCED METERING INFRASTRUCTURE (AMI)							
141 Planning/Design/Project Management	Project Planning/Design	-	-	-	100,000	100,000	100,000
142 Construction/Implementation/Hardware/Software/Training	Customer Service	-	-	-	530,000	1,700,000	1,700,000
143 Total ADVANCED METERING INFRASTRUCTURE (AMI)		-	-	-	630,000	1,800,000	1,800,000
145 Service Center							
146 Exhaust Fan	Not Working Property	-	5,000	-	-	-	-
147 Outside Painting/Wood Beam	Maint. Of Exterior	-	8,000	-	-	-	-
148 Service Center Roof Maintenance	Maintenance of Roof	-	10,000	-	-	-	-
149 SPU Signage for South Public Entrance of Service Center	Facility Security	-	20,000	-	-	-	-
150 Seal Coat Driveways/Parking Lot and Striping	Maint of Driveways and Parking Lot	-	25,000	-	-	-	-
151 Upgrade Warehouse Lighting	Efficiency upgrade - Possible assistance from Conservation fund	-	60,000	-	-	-	-
152 Service Center Front Area Remodel & Lighting	Safety	-	70,000	-	-	-	-
153 Miscellaneous Building Improvements/Replacements	Maint. & Requested Changes	-	45,000	45,000	45,000	45,000	45,000
154 Replace Outside Landscape Lighting	Replace Problem Lighting and Upgrade Efficiency	-	-	12,000	-	-	-

Item Description	Justification	2016 Carryover	2017	2018	2019	2020	2021
155							
156	Storage Yard Lighting and Security			15,000	-	-	-
157	Upgrade Security System			-	30,000	-	-
158	Garage Heaters			-	-	30,000	-
159	Total Service Center		243,000	72,000	75,000	75,000	45,000
160							
161	Total Operating Fund	1,001,000	4,182,330	3,214,000	3,065,400	4,568,500	8,720,000
162							
163	* Listed for info purposes, cost reimbursement anticipated from MMPA so as not to affect SPUC cash flows						
164							
165							
166	<u>Relocation Fund</u>						
167							
168	Relocation Projects						
169							
170	DL-41 CR 83 from 4th Ave to VIBS 0.25 miles	County Project	21,450	-	-	-	-
171	SS-32 CR15 from Hwy 169 to 17th Ave 0.50 Ckt. Miles	County Project	42,500	-	-	-	-
172	SS-31 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	County Trail Project	31,875	-	-	-	-
173	SS-34 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	County Trail Project	31,875	-	-	-	-
174	SS-32 CR 79 From CR 78 to Hillwood Dr 0.375 miles	County Trail Project	31,875	-	-	-	-
175	SH-09 Levee Drive 0.25 Miles x 2.3 (rock)	Street Project	-	-	51,750	-	-
176	SH-10 Levee Drive 0.25 Miles x 2.3 (rock)	Street Project	-	-	51,750	-	-
177	SS-31 CR 42 from CR 17 to CR 83 1.625 Miles (inc. \$73,500 for pad mount regulators)	County Project	-	-	219,750	-	-
178	SS-31 CR 17 South of CR 42 to CR 82 0.75 miles	Street Project	-	-	-	-	75,000
179	Projects Yet to Be Determined 0.50 Ckt. Miles	As Necessary	42,500	43,750	45,000	48,000	50,000
180	Total Relocation Projects		202,075	43,750	368,250	48,000	125,000
181							
182	Total Relocation Fund		202,075	43,750	368,250	48,000	125,000
183							
184	Total Electric	1,001,000	4,384,405	3,257,750	3,433,650	4,616,500	8,845,000


**Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Administrative Summary**


Item Description	Justification	2017	2018	2019	2020	2021
1 General Office Equipment	See detail	96,800	90,000	90,000	90,000	90,000
2 Hardware	See detail	239,800	116,000	172,000	168,000	91,000
3 Software	See detail	55,800	50,000	50,000	50,000	50,000
4						
5 Total Administrative		\$392,400	\$256,000	\$312,000	\$308,000	\$231,000
6						
7 Cumulative Total Administrative		\$392,400	\$648,400	\$960,400	\$1,268,400	\$1,499,400
	Electric	\$294,300	\$192,000	\$234,000	\$231,000	\$173,250
	Water	\$98,100	\$64,000	\$78,000	\$77,000	\$57,750

**Shakopee Public Utilities
Capital Improvement Plan
Final
Dated: 11/10/2016
Administrative Detail**

Type	Item	Source of Request	Justification	Qty	Unit Cost	2017	2018	2019	2020	2021
1	Gen Office Equip	Employee badge maker	F&A - IT	Upgrade security of employee badges	1	5,000	5,000	-	-	-
2	Gen Office Equip	Electronic White Board/Projector/Lap Top - Conference Room B	Plan/Eng	Map Display for Engineering Meetings/Presentations		12,400	-	-	-	-
3	Gen Office Equip	File shelving/Scanning Equipment	F&A	Record retention (10 shelf units at \$500/2 scanners at \$2,000 ea)	10	500	9,000	-	-	-
4	Gen Office Equip	Shredder	F&A	Replace 24 year old shredder	1	4,000	4,000	-	-	-
5	Gen Office Equip	Electronic White Board/Projector/Lap Top - Training Room	Plan/Eng, Water, Electric	Map Display for Meetings/Presentations/Training/Conferences			15,000	-	-	-
6	Gen Office Equip	Copier Upgrades	F&A - IT	Replace Aging Equipment	3	7,000	21,000	-	-	-
7	Furn & Equipment	Cube Build out for new IT person	F&A - IT	Staff Addition in 2016 needs permanent location		7,000	-	-	-	-
8	Gen Office Equip	Commission Room Interactive Display Solution	Plan/Eng	Map Display for Meetings/Presentations/Training/Conferences		7,000	-	-	-	-
9	Furn & Equipment	Standing workstation	F&A-IT/Cust Svc	Employee Health and Wellness	8	800	6,400	-	-	-
10	Gen Office Equip	General office equipment	F&A - IT	General equipment replacements		25,000	75,000	90,000	90,000	90,000
11	Total General Office Equipment					96,800	90,000	90,000	90,000	90,000
13	Hardware	Replacement computers	F&A - IT	Replace aging Equipment & 2 staff additions in Cust Svc & Eng	14	1,000	14,000	14,000	14,000	14,000
14	Hardware	Miscellaneous Hardware	F&A - IT	Future planning		20,000	22,000	22,000	22,000	22,000
15	Hardware	I series Server Replacement	F&A - IT	Replace server supporting Dafron System - current age is 6 yrs		-	-	-	50,000	-
16	Hardware	Spare Equipment	F&A - IT	Spare Equipment for emergency replacement(monitors/printers/etc)		3,000	3,000	3,000	3,000	3,000
17	Hardware	Server room UPS maintenance/battery replacement	F&A - IT	Uninterrupted power supply & battery back up replacement	1	2,000	2,000	2,000	2,000	2,000
18	Hardware/Software	Disaster Recovery Planning Equipment	F&A - IT	Site Redundancy for IT Disaster Recovery Plan		75,000	-	-	-	-
19	Hardware	Upgrade video camera system	Facilities	Upgrade quality of Video Surveillance		35,000	-	-	-	-
20	Hardware/Software	ESRI upgrade merger with city	Plan/Eng	Enterprise version for mobile mapping			25,000	-	-	-
21	Hardware	Remit Plus Scanners - Payment Processing	Cust. Service	Scanner Replacements	3	4,000	-	-	12,000	-
22	Hardware	Tablets for Trucks	Electric	2nd phase of data maps in the field	8	600	4,800	-	-	-
23	Hardware	SCADA system replacement monitor	Electric	Replace Aging Equipment		1,000	-	-	-	-
24	Hardware	SCADA system replacement monitor	Water	Replace Aging Equipment - Upgrade from 19" to 55" monitor		1,000	-	-	-	-
25	Hardware	Wireless System + network cabling for SPUC Building	F&A - IT	Replace Improve Wireless capability for customers & meetings		17,000	-	-	-	-
26	Hardware	Fiber Ring /INET Connectivity	F&A - IT	Connectivity/Redundancy for systems/remote sites		50,000	50,000	50,000	50,000	50,000
27	Hardware	Network Switches	F&A - IT	Add switch redundancy plus add ports for IP POE devices		-	-	-	15,000	-
28	Hardware	VMware HP DL380p Gen 8 server memory expansion	F&A - IT	Expand VMware host server memory capacity to add additional virtual machines & maintain high availability		-	-	6,000	-	-
29	Hardware	VMware HP DL380p Server - Add Host machine	F&A - IT	To meet capacity needs		15,000	-	75,000	-	-
30	Hardware	Lobby - Replace IPAD Kiosk	F&A - IT	Improved Customer Service	1	2,000	2,000	-	-	-
31	Total Hardware					239,800	116,000	172,000	168,000	91,000
33	Software	Software	F&A - IT	Misc/Future budgeting		50,000	50,000	50,000	50,000	50,000
34	Software	Microsoft Client License - CALS	Electric	Client License needed to add email & SPAM filter at user level	40	100	4,000	-	-	-
35	Software	Microsoft Sever 2012 License	F&A - IT	Software for specialty servers	2	900	1,800	-	-	-
36	Total Software					55,800	50,000	50,000	50,000	50,000
38	Total CIP Expenditures - Administration					392,400	256,000	312,000	308,000	231,000
40	Cumulative CIP Expenditures - Administration					392,400	648,400	960,400	1,268,400	1,499,400

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: 2017 WATER CAPITAL PROJECTS

DATE: November 18, 2016

Attached is the list of 2017 Water Capital Projects for the Commission to approve.



Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016
Water Summary

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Item Description	Justification	2016 Carryover	2017
<u>Operating Fund</u>			
Miscellaneous	See Detail	-	717,000
System Upgrades	See Detail	-	57,500
Total Irrigation Meter Pilot Project	See Detail	35,000	-
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	-
Vehicles/Equipment	See Detail	6,000	74,000
Total Operating Fund		41,000	848,500
<u>Reconstruction Fund</u>			
Reconstruction Projects	See Detail	-	534,000
Total Reconstruction Fund		-	534,000
<u>Trunk Fund</u>			
Trunk Water Mains - SPUC Projects	See Detail	-	10,000
Over Sizing - Non-SPUC Projects	See Detail	-	473,873
Total Trunk Fund		-	483,873
<u>Connection Fund</u>			
Wells	See Detail	-	167,200
Water Treatment	See Detail	-	42,500
Pump House Additions/Expansions	See Detail	-	-
New Tanks and Transmission Water Main	See Detail	150,000	-
Booster Stations	See Detail	-	1,980,980
Auxiliary Facilities	See Detail	-	10,000
Total Connection Fund		150,000	2,200,680
Total Water		191,000	4,067,053
Cumulative Total Water		191,000	4,258,053

**Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016
Water Detail**


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Item Description	Justification	2016 Carryover	2017
<u>Operating Fund</u>			
Miscellaneous			
CR16 Valve & Hydrant Adjustments	County Trail Project CP-16-XX	-	25,000
CL2 Emergency Shut Offs - Pumphouse 20	Chlorine Feed Upgrade	-	32,000
CL2 Emergency Shut Offs - Pumphouse 6	Chlorine Feed Upgrade	-	40,000
CR78/79 Valve & Hydrant Adjustments	County Trail Project CP79-11	-	50,000
CR83 Valve & Hydrant Adjustments	County Project CP 83-22	-	50,000
8" Looping Watermain Apgar & 2nd Under UPRR	Looping West End Downtown	-	275,000
Reservoir Maintenance	Preventative Maintenance	-	50,000
Power Wash Towers	Preventative Maintenance	-	15,000
Hydrant Replacement	As Needed	-	40,000
Water Meters	PM/Development	-	140,000
CL2 Feed Improvements	Safety/Enhanced Accuracy	-	-
Total Miscellaneous		-	717,000
System Upgrades			
Pumphouse 2 Driveway	Preventative Maintenance	-	5,500
Pumphouse 2 Fan Controls	Safety Addition	-	6,000
Pumphouse 4 Fan Controls	Safety Addition	-	6,000
Pumphouse 4 Driveway	Preventative Maintenance	-	6,500
Pumphouse 6 A/C	Preventative Maintenance	-	8,500
Sealcoat Drives/Repair	Preventative Maintenance	-	10,000
Miscellaneous Equipment	As Needed	-	15,000
Total System Upgrades		-	57,500
Irrigation Meter Pilot Project	Customer Service	35,000	-
Total Irrigation Meter Pilot Project		35,000	-
ADVANCED METERING INFRASTRUCTURE (AMI)			
Planning/Design/Project Management	Project Planning/Design	-	-
Construction/Implementation/Hardware/Software/Training	Customer Service	-	-
Total ADVANCED METERING INFRASTRUCTURE (AMI)		-	-
Vehicles/Equipment			
Replace Truck #619	Life Cycle Replacement	6,000	29,000
New Positions Trucks	Customer Service	-	45,000
Total Vehicles/Equipment		6,000	74,000
Total Operating Fund		41,000	848,500

	Item Description	Justification	2016 Carryover	2017
49				
50				
51	<u>Reconstruction Fund</u>			
52				
53	Reconstruction			
54	Reconstruction	City Street Recon	-	494,000
55	Correct Deficient Services	As Needed	-	40,000
56	Total Reconstruction		-	534,000
57				
58	Total Reconstruction Fund		-	534,000
59				
60	<u>Trunk Fund</u>			
61				
62	Trunk Water Mains - SPUC Projects (Completed by SPUC)			
63	Projects to be determined		-	10,000
64	Total Trunk Water Mains - SPUC Projects		-	10,000
65				
66	Over Sizing - Non-SPUC Projects (Completed by Others)			
67	12" WM West from CR 17 North of Wood Duck Trail (1200 ft)	Development	-	31,350
68	12" WM Vierling Drive from Taylor Street to CR 69	City Project	-	43,300
69	12" WM Bluff of Marystown (1600 ft)	Development	-	43,680
70	12" WM Crossings Blvd To Pike Lake Rd (Ridge Creek)	Development	-	-
71	16" WM Krystal Addition to CR 79 (800 ft)	Development	-	61,651
72	12" WM Corrigan/Goode Parcels from Horizon Dr S/E to Muhlenhardt Rd (4800 ft)	Development	-	62,700
73	12" WM C.R. 16 from C.R. 15 west to C.R. 69 - (DR Horton) 0.25 miles/segment	Development/City Project/Scott County Proj	-	45,000
74	18" WM CR 16 (Ridge Creek)	Development	-	101,192
75	12" WM Parallel to CR 15 South from CR 16 0.25 miles/segment	Development	-	-
76	12" WM Thrush Street from CR 83 to 0.25 miles West	Development	-	-
77	12" WM on Stagecoach Rd from Eagle Creek Preserve to Hansen Ave 0.5 miles	Development	-	-
78	8" WM on Muhlenhardt Rd 0.50 miles	Development	-	-
79	Projects to be determined		-	85,000
80	Total Over Sizing - Non-SPUC Projects		-	473,873
81				
82	Total Trunk Fund		-	483,873
83				
84				

Item Description	Justification	2016 Carryover	2017
Connection Fund			
Wells			
Future Submersible Well Site near Wood Duck Trail		-	100,000
1-HES Well @ Booster Station @ Bluffs		-	67,200
2-HES Well/Tank Site @ Bluffs		-	-
2-HES Jordan Well @ either Wood Duck Trail or Bluffs		-	-
Total Wells		-	167,200
Water Treatment			
NES Jordan Well #22 Submersible (Pump House No. 3 modifications)	Radium Remediation	-	42,500
Water Treatment Plant	Water Quality	-	-
Total Water Treatment		-	42,500
Note: The Water Treatment Plant is not currently needed, it is put into the budget as a placeholder as a contingency in the event it becomes necessary.			
Pump House Additions/Expansions			
2-HES Pump House @ either Wood Duck Trail or Bluffs		-	-
Total Pump House Additions/Expansions		-	-
New Tanks and Transmission Water Main			
18" WM CR 16 from Dean Lake Trail to CR 21 1.75 miles	Scott County Project	150,000	-
2-HES District Storage (0.5 MG, Elevated Tank) @ either Wood Duck Trail or Bluffs		-	-
Total New Tanks and Transmission Water Main		150,000	-
Booster Stations			
2-HES Bluffs of Marystown Booster Station Site Acquisition	Development	-	150,000
12" WM in Jacked Casing Across CR 16 by Whispering Oaks		-	241,175
Booster Station @ Tanks 5 & 6 Site	Savage Agreement Expiration	-	1,524,200
Booster Station @ Bluffs of Marystown		-	65,605
Total Booster Stations		-	1,980,980
Auxiliary Facilities			
Pressure Reducing Valve - 2nd HES to 1st HES @ Foothill Trail		-	10,000
Pressure Reducing Valve - 2nd HES to 1st HES @ Muhlenhardt Rd		-	-
Total Auxiliary Facilities		-	10,000
Total Connection Fund		150,000	2,200,680
Total Water		191,000	4,067,053

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: 2017 ELECTRIC CAPITAL PROJECTS

DATE: November 18, 2016

Attached is the list of 2017 Electric Capital Projects for the Commission to approve.



**Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016
Electric Summary**

Item Description	Justification	2016 Carryover	2017
<u>Operating Fund</u>			
System Projects			
Miscellaneous	See Detail	-	170,000
System Material & Facilities	See Detail	366,000	822,000
Vehicles/Equipment	See Detail	310,000	379,000
Local Area Projects			
New UG Cables & Related Cost (Net of Contribution)	See Detail	-	250,000
Replace UG Cable Projects	See Detail	-	110,000
Rebuild OH Lines	See Detail	-	256,330
Major System Projects			
Feeder Extension Projects	See Detail	325,000	928,000
Territory Acquisition	See Detail	-	494,000
Shakopee Substation	See Detail	-	55,000
South Shakopee Substation	See Detail	-	100,000
Pike Lake Substation	See Detail	-	-
Dean Lake Substation	See Detail	-	55,000
East Shakopee Substation	See Detail	-	150,000
Upgrade Projects	See Detail	-	170,000
ADVANCED METERING INFRASTRUCTURE (AMI)	See Detail	-	-
Service Center	See Detail	-	243,000
Total Operating Fund		1,001,000	4,182,330
<u>Relocation Fund</u>			
Relocation Projects	See Detail	-	202,075
Total Relocation Fund		-	202,075
Total Electric		1,001,000	4,384,405
Cumulative Total Electric		1,001,000	5,385,405

**Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016
Electric Detail**

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Item Description	Justification	2016 Carryover	2017
Operating Fund			
System Projects			
Miscellaneous	As Necessary	-	170,000
Total Miscellaneous		-	170,000
System Material & Facilities			
Portable Trench Shoring Equipment	Trench Safety	15,000	-
Meters	New Construction	41,000	42,000
Padmount Switches & Related	Load/Development	115,000	120,000
Distribution Transformers	Restock to min.	195,000	198,000
System Capacitors-Additional	PF Improvements	-	25,000
Lateral Circuit Reconfiguration	System Reliability	-	100,000
SCADA-Capacitor Control	Op. Efficiencies & Voltage Control	-	40,000
SCADA Switches for Tie Switches	System Reliability	-	80,000
SCADA OPERATING SYSTEM AND MASTER COMPUTER	Replace Existing (no longer supported) Operating System	-	205,000
CT Burden/3 Phase Meter Tester	Meter Tester	-	12,000
UG Cable Locator	Replace Old Equipment	-	-
Total System Material & Facilities		366,000	822,000
Vehicles/Equipment			
#614 Single Bucket Truck	Life Cycle Replacement, possible \$15k trade in value	270,000	-
Construction-Related Equipment-New/Additional/Replacement	Tool Replacement	40,000	40,000
Trailer 18 ft (Skid Loader)	New Equipment	-	9,000
Wood Chipper and Box	New Equipment	-	40,000
#645 3/4/ Ton Pick-up 4X4	Life Cycle Replacement	-	40,000
#636 One Ton w/Utility Box	Life Cycle Replacement	-	50,000
#631 One Ton w/Utility Box	Life Cycle Replacement	-	50,000
Skid Steer Loader with Tracks	New Equipment	-	50,000
Trencher	Life Cycle Replacement, Possible \$10k trade in value (8yr)	-	100,000
#613 One Ton Dump	Life Cycle Replacement	-	-
1/2 Ton Pick-up 4X4 Duty Truck	Life Cycle Replacement - (8 yr)	-	-
#611 Bucket Truck	Possible \$15-\$20 K trade in value	-	-
Directional Bore Equipment	New Equip for UG Construction	-	-
Air Compressor	Life Cycle Replacement	-	-
Skid Steer Loader #624	Life Cycle Replacement	-	-
#642 One Ton Dump Truck	Life Cycle Replacement	-	-
Tractor/Back Hoe	Life Cycle Replacement	-	-
Pole Trailer	Life Cycle Replacement - (25 yr)	-	-
#646 1/2 Ton Puck-up 4x4 Crew Cab	Life Cycle Replacement	-	-
#616 Double Bucket	Life Cycle Replacement	-	-
#627 1/2 Ton Pick-up 4x2 Extendend Cab	Life Cycle Replacement	-	-
#638 Tractor Backhoe	Life Cycle Replacement	-	-
#610 F550 4x2 Service Truck	Life Cycle Replacement	-	-
Total Vehicles/Equipment		310,000	379,000



Item Description	Justification	2016 Carryover	2017
Local Area Projects			
57 58 60	New UG Cables & Related Cost (Net of Contribution)	Load/Development	250,000
61	Total New UG Cables & Related Cost (New of Contribution)		250,000
Replace UG Cable Projects			
63 64	Replace UG Cable - Presidential Addition	Reliability/Replace Problem Cable	15,000
65	Replace UG Cable - MN Valley Mall	Reliability/Replace Problem Cable	20,000
66	Replace UG Cable - Weinandt Addition	Reliability/Replace Problem Cable	-
67	Replace UG Cable - Projects Yet To Be Determined	As Needed	75,000
68	Total Replace UG Cable Projects		110,000
Rebuild OH Lines			
70 71	DL-43 Abandoned RR ROW N of Shakopee Ave from CSAH 17 to 11th Ave 0.75 miles	Street Project	10,000
72	SS-32 CR 15 from Hwy 169 to 17th Ave 0.5 Ckt. miles	County Project	15,600
73	SS-31 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	Street Project	19,760
74	SS-34 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	Street Project	19,760
75	SS-32 CR 79 From CR 78 to Hillwood Dr 0.375 miles	County Trail Project	19,760
76	DL-41 CR 83 from 4th Ave to VIBS 0.25 miles	County Project	21,450
77	Rebuild OH lines - as needed RP3	Pole Inspection & Change Out	150,000
78	SH-09 Levee Drive 0.25 miles	Street Project	-
79	SH-10 Levee Drive 0.25 miles	Street Project	-
80	SS-31 CR 42 from CR 17 to CR 83 1.625 miles	County Project	-
81	PL-73 Rolling Oak Circle Single Phase Tap 0.25 miles	Re-Development	-
82	SS-31CR 17 South of CR 42 to CR 82 0.75 miles	Street Project	-
83	Total Rebuild OH Lines		256,330
Major System Projects			
Feeder Extension Projects			
87 89	PL-75 SBX to Stagecoach Rd 0.25 miles	Development	25,000
90	SS-32 Taylor Street/Vierling Drive 0.50 mile	Load Growth	-
91	PL-73 CR18 from CR16 to Mullenhardt 0.50 mile	Load Growth	104,000
92	Dean Lake Sub Exit Circuits with Duct Bank & Hwy 169 Crossing	Load Growth	200,000
93	PL-76 Tintaocanku Blvd from McKenna Rd to 1.0 miles west 1.0 miles	Development	208,000
94	SS-32 CR 16 Ext. from CR15 to CR69 1.0 miles	Street Project & Development (Bluffs)	104,000
95	East Shakopee Sub Exit Circuits 4.0 miles	Load Growth	-
96	DL-42 DL Blvd from CR 83 to Coneflower 0.5 mile	Load Growth	-
97	Pike Lake Substation Exit Circuits 3.0 miles	Load Growth	-
98	DL-9X New Feeder DL Sub to 4th Ave 1.50 miles	Development (VVBP)	-
99	SS-83 New Feeder SS Sub to CR 17 via Stonebrooke 0.75 mile	Load Growth	-
100	Projects Yet to be Determined 1.0 mile	As Necessary	300,000
101	Total Feeder Extension Projects		928,000
103	Assumed Cost per mile unless noted otherwise		200,000

Item Description	Justification	2016 Carryover	2017
104 Territory Acquisition			
105			
106			
107 Territory Acquisition	Consolidation	-	494,000
108 Total Territory Acquisition		-	494,000
109			
110 Shakopee Substation			
111 Landscaping/Wrap-up	Load Growth	-	55,000
112 Total Shakopee Substation		-	55,000
113			
114 South Shakopee Substation			
115 Upgrade to Schweitzer Relays	For SCADA	-	100,000
116 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-
117 Total South Shakopee Substation		-	100,000
118			
119 Pike Lake Substation			
120 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-
121 Total Pike Lake Substation		-	-
122			
123 Dean Lake Substation			
124 Landscaping	Load Growth	-	55,000
125 Upgrade to Schweitzer Relays	For SCADA	-	-
126 Oil Change Out on Tap Changer	Maintenance/Extend Life of Tap Changer	-	-
127 Total Dean Lake Substation		-	55,000
128 East Shakopee Substation			
129 Land Rights	Load Growth	-	150,000
130 Planning/Design/Project Management	Load Growth	-	-
131 Construction	Load Growth	-	-
132 Total East Shakopee Substation		-	150,000
133			
134 Upgrade Projects			
135 Projects yet to be determined		-	170,000
136 Total Upgrade Projects		-	170,000
137			
138 ADVANCED METERING INFRASTRUCTURE (AMI)			
139 Planning/Design/Project Management	Project Planning/Design	-	-
140 Construction/Implementation/Hardware/Software/Training	Customer Service	-	-
141 Total ADVANCED METERING INFRASTRUCTURE (AMI)		-	-
142			
143 Service Center			
144 Exhaust Fan	Not Working Properly	-	5,000
145 Outside Painting/Wood Beam	Maint. Of Exterior	-	8,000
146 Service Center Roof Maintenance	Maintenance of Roof	-	10,000
147 SPU Signage for South Public Entrance of Service Center	Facility Security	-	20,000
148 Seal Coat Driveways/Parking Lot and Striping	Maint of Driveways and Parking Lot	-	25,000
149 Upgrade Warehouse Lighting	Efficiency upgrade - Possible assistance from Conservation fund	-	60,000
150 Service Center Front Area Remodel & Lighting	Safety	-	70,000
151 Miscellaneous Building Improvements/Replacements	Maint. & Requested Changes	-	45,000
152 Replace Outside Landscape Lighting	Replace Problem Lighting and Upgrade Efficiency	-	-
153 Storage Yard Lighting and Security	Update Lighting and Security	-	-
154 Upgrade Security System	Safety	-	-
155 Garage Heaters	Maintenance	-	-
156 Total Service Center		-	243,000
157			
158 Total Operating Fund		1,001,000	4,182,330
159			

160 * Listed for info purposes, cost reimbursement anticipated from MMPA so as not to affect SPUC cash flows

161	Item Description	Justification	2016 Carryover	2017
162				
163	<u>Relocation Fund</u>			
164				
165	Relocation Projects			
166				
167	DL-41 CR 83 from 4th Ave to VIBS 0.25 miles	County Project	-	21,450
168	SS-32 CR15 from Hwy 169 to 17th Ave 0.50 Ckt. Miles	County Project	-	42,500
169	SS-31 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	County Trail Project	-	31,875
170	SS-34 CR 78 from CR 79 to Barrington 0.375 Ckt. miles	County Trail Project	-	31,875
171	SS-32 CR 79 From CR 78 to Hillwood Dr 0.375 miles	County Trail Project	-	31,875
172	SH-09 Levee Drive 0.25 Miles x 2.3 (rock)	Street Project	-	-
173	SH-10 Levee Drive 0.25 Miles x 2.3 (rock)	Street Project	-	-
174	SS-31 CR 42 from CR 17 to CR 83 1.625 Miles (inc. \$73,500 for pad mount regulators)	County Project	-	-
175	SS-31 CR 17 South of CR 42 to CR 82 0.75 miles	Street Project	-	-
176	Projects Yet to Be Determined 0.50 Ckt. Miles	As Necessary	-	42,500
177	Total Relocation Projects		-	202,075
178				
179	Total Relocation Fund		-	202,075
180				
181	Total Electric		1,001,000	4,384,405

SHAKOPEE PUBLIC UTILITIES
MEMORANDUM

TO: John Crooks, Utilities Manager 
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: 2017 ADMINISTRATIVE CAPITAL PROJECTS
DATE: November 18, 2016

Attached is the list of 2017 Administrative Capital Projects for the Commission to approve.



**Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016**

Administrative Summary

Item Description	Justification	2017
1 General Office Equipment	See detail	96,800
2 Hardware	See detail	239,800
3 Software	See detail	55,800
4		
5 Total Administrative		\$392,400
6		
7 Cumulative Total Administrative		\$392,400
	Electric	\$294,300
	Water	\$98,100

**Shakopee Public Utilities
2017 Capital Projects
Final
Dated: 11/10/2016
Administrative Detail**

	Type	Item	Source of Request	Qty	Unit Cost	2017
1	Gen Office Equipt	Employee badge maker	F&A - IT	1	5,000	5,000
2	Gen Office Equipt	Electronic White Board/Projector/Lap Top - Conference Room B	Plan/Eng			12,400
3	Gen Office Equipt	File shelving/Scanning Equipment	F&A	10	500	9,000
4	Gen Office Equipt	Shredder	F&A	1	4,000	4,000
5	Gen Office Equipt	Electronic White Board/Projector/Lap Top - Training Room	Plan/Eng, Water, Electric			
6	Gen Office Equipt	Copier Upgrades	F&A - IT	3	7,000	21,000
7	Furn & Equipment	Cube Build out for new IT person	F&A - IT			7,000
8	Gen Office Equipt	Commission Room Interactive Display Solution	Plan/Eng			7,000
9	Furn & Equipment	Standing workstation	F&A-IT/Cust Svc	8	800	6,400
10	Gen Office Equipt	General office equipment	F&A - IT			25,000
11	Total General Office Equipment					96,800
13	Hardware	Replacement computers	F&A - IT	14	1,000	14,000
14	Hardware	Miscellaneous Hardware	F&A - IT			20,000
15	Hardware	I series Server Replacement	F&A - IT			-
16	Hardware	Spare Equipment	F&A - IT			3,000
17	Hardware	Server room UPS maintenance/battery replacement	F&A - IT	1	2,000	2,000
18	Hardware/Software	Disaster Recovery Planning Equipment	F&A - IT			75,000
19	Hardware	Upgrade video camera system	Facilities			35,000
20	Hardware/Software	ESRI upgrade merger with city	Plan/Eng			
21	Hardware	Remit Plus Scanners - Payment Processing	Cust. Service	3	4,000	-
22	Hardware	Tablets for Trucks	Electric	8	600	4,800
23	Hardware	SCADA system replacement monitor	Electric			1,000
24	Hardware	SCADA system replacement monitor	Water			1,000
25	Hardware	Wireless System + network cabling for SPUC Building	F&A - IT			17,000
26	Hardware	Fiber Ring /INET Connectivity	F&A - IT			50,000
27	Hardware	Network Switches	F&A - IT			-
28	Hardware	VMware HP DL380p Gen 8 server memory expansion	F&A - IT			-
29		VMware HP DL380p Server - Add Host machine	F&A - IT			15,000
30	Hardware	Lobby - Replace IPAD Kiosk	F&A - IT	1	2,000	2,000
31	Total Hardware					239,800
33	Software	Software	F&A - IT			50,000
34	Software	Microsoft Client License - CALS	Electric	40	100	4,000
35	Software	Microsoft Sever 2012 License	F&A - IT	2	900	1,800
36	Total Software					55,800
38	Total CIP Expenditures - Administration					392,400
40	Cumulative CIP Expenditures - Administration					392,400

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER
SUBJECT: 2016 CHARITABLE DONATIONS REVIEW
DATE: NOVEMBER 18, 2016

With the adoption of the Donation Policy on November 5, 2012, the Commission agreed that we as Shakopee Public Utilities have a goal 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.

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

Attached is the list of monetary donations made in the Commission's behalf for the calendar year 2016.

Thank You.



**Shakopee Public Utilities Commission
Charitable Donations - 2016**

	ORGANIZATION	DOLLARS
April	Shakopee Community Assistance	1000
April	Shakopee Diversity Alliance	500
April	Esperanza - Summer Camp Program	1000
April	SCVB Downtown Flower Basket Sponsor	600
April	SCVB Friends of Main Street - Circle of Friends	1000
April	American Legion Honor Guard	500
April	Saints Healthcare Funds - Tee One For Care	1500
May	Annual City Tree Sale Sponsorship	5000
May	SDA Festival Donation	500
July	River Valley YMCA - Fore the Y!	1000
July	Fun For All Playground - Giraffe Sponsor	1000
August	Shakopee HS Boys Hockey club - Jersey Sponsor	500
August	Fun For All Playground	3500
September	Saints Healthcare Funds - Annual Gala	2000
November	Shakopee Kids Voting	400
	TOTAL	\$20,000

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 \$20,000 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


"Lighting the Way - Yesterday, Today and Beyond"

November 17, 2016

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 October, 2016

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

Month to Date & Year to Date Financial Results – October, 2016

- 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, 2016

- Total Utility Operating Revenues for the month of October totaled \$4.3 million and were unfavorable to budget by \$600k or 12.2%. Electric revenues were unfavorable to budget by \$499k or 11.1% driven by lower than plan residential and commercial sales and lower than plan power cost adjustment revenues. Water revenues were also unfavorable to budget by \$102k or 22.7% driven by lower than plan sales in all customer revenue groups.
- Total operating expenses were \$3.3 million and were slightly unfavorable to budget by \$24k or 0.7%. Total purchased power expense in October was \$2.3 million and was \$140k or 6.4% higher than budget for the month. Total Operating Expense for electric including purchased power was \$3.0 million and was unfavorable to budget by \$71k or 2.4% primarily due to higher than planned purchased power expense and energy conservation expense, and partially offset by lower than plan administrative and general expense. Total Operating Expense for Water was \$321k and was favorable to budget by \$47k or 12.6% due to lower than planned expenditures in operations and maintenance expenses, administrative and general expenses, and depreciation expense.
- Total Utility Operating Income was \$1.0 million and was \$625k unfavorable to budget due to lower than plan operating revenues and higher than plan expenses.





SHAKOPEE PUBLIC UTILITIES COMMISSION

“Lighting the Way - Yesterday, Today and Beyond”

- Total Utility Non-Operating Income was \$47k and was favorable to budget by \$43k due to higher than plan rental and miscellaneous expense of \$49k that was partially offset by lower than plan investment income of \$6k.
- Capital Contributions for October totaled \$61k and were unfavorable to budget by \$124k due to lower than plan collection of Water Connection and Trunk Water Fees.
- Transfers to the City of Shakopee totaled \$180k and were lower than budget for the month by \$5k.
- Change in Net Position was \$1.0 million and was unfavorable to budget by \$0.7 million driven by lower than planned operating income and capital contributions.
- Electric usage billed to customers in October was 35,337,240 kWh, a decrease from September usage billed at 46,370,504 kWh.
- Water usage billed to customers in October was 122.2 million gallons, a decrease from September usage billed at 207.4 million gallons.

Year to Date Financial Results – October, 2016

- Total Utility Operating Revenue year to date October was \$43.5 million and was favorable to budget by \$1.1 million or 2.7%. Electric revenues were favorable to budget by \$1.0 million or 2.6% and water revenues were also favorable to budget by \$0.1 million or 3.7%.
- Total Utility Operating Expenses year to date October were \$36.5 million and were favorable to budget by \$1.4 million or 3.7% primarily due to timing of expenditures in energy conservation of \$0.5 million, operation and maintenance of \$0.3 million, outside services \$0.4 million, employee benefits \$0.4 million, other expenses \$0.3 million, and depreciation \$0.2 million, and were partially offset by higher than plan purchased power costs of \$0.7 million driven by higher than plan sales year to date. Total Operating Expense for electric including purchased power was favorable to budget by \$0.9 million or 2.7%. Total Operating Expense for Water was also favorable to budget by \$0.5 million or 13.1%.
- Total Utility Operating Income was \$7.0 million and was favorable to budget by \$2.5 million driven by higher operating revenues of \$1.1 million and lower operating expenses of \$1.4 million.
- Total Utility Non-Operating Income was \$0.4 million and was favorable to budget by \$0.3 million due to higher than planned rental and miscellaneous income of \$0.2 million and investment income of \$0.1 million.
- YTD Capital Contributions were \$2.6 million and are favorable to budget by \$0.8 million due to higher than plan water connection fees and capital contributions that were partially offset by lower than plan trunk water fees.
- YTD Transfer to the City of Shakopee is \$1.8 million and is lower than plan by \$54k or 2.9%. The actual payment throughout the year is estimated based on prior year results and will be trued up at the end of the year.
- YTD Change in Net Position is \$8.3 million and is favorable to budget by \$3.6 million reflecting higher than plan operating revenue, lower than plan operating expense, higher than plan non-operating revenues, and higher than plan capital contributions.

SHAKOPEE PUBLIC UTILITIES
MONTH TO DATE FINANCIAL RESULTS
OCTOBER 2016



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 2016			Month to Date Budget - October 2016			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	\$ 3,975,705	347,209	4,322,914	4,474,267	449,137	4,923,404	(498,562) -11.1%	(101,928) -22.7%	(600,489) -12.2%			
OPERATING EXPENSES												
Operation, Customer and Administrative	2,802,737	210,076	3,012,813	2,720,249	251,098	2,971,347	(82,488) -3.0%	41,022 16.3%	(41,465) -1.4%			
Depreciation	175,432	111,170	286,602	186,946	116,655	303,601	11,514 6.2%	5,485 4.7%	17,000 5.6%			
Amortization of Plant Acquisition	-	-	-	-	-	-	- 0.0%	- -	- 0.0%			
Total Operating Expenses	2,978,169	321,245	3,299,415	2,907,196	367,753	3,274,949	(70,973) -2.4%	46,507 12.6%	(24,466) -0.7%			
Operating Income	997,536	25,964	1,023,500	1,567,071	81,384	1,648,455	(569,535) -36.3%	(55,420) -68.1%	(624,955) -37.9%			
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	42,389	23,747	66,136	16,069	647	16,716	26,321 163.8%	23,100 3568.2%	49,420 295.6%			
Interdepartment Rent from Water	7,500	-	7,500	7,500	-	7,500	- 0.0%	- -	- 0.0%			
Investment Income	3,381	1,029	4,409	9,700	753	10,453	(6,319) -65.1%	275 36.5%	(6,044) -57.8%			
Interest Expense	(29,766)	(13)	(29,779)	(29,048)	(4)	(29,052)	(718) -2.5%	(9) -251.1%	(728) -2.5%			
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	-	-	-	-	-	-	- -	- -	- -			
Total Non-Operating Revenue (Expense)	22,020	24,763	46,783	2,737	1,397	4,134	19,283 704.5%	23,366 1672.4%	42,648 1031.6%			
Income Before Contributions and Transfers	1,019,556	50,727	1,070,282	1,569,808	82,781	1,652,589	(550,252) -35.1%	(32,054) -38.7%	(582,307) -35.2%			
CAPITAL CONTRIBUTIONS	38,698	22,743	61,442	-	185,846	185,846	38,698 -	(163,103) -87.8%	(124,405) -66.9%			
TRANSFER TO MUNICIPALITY	(109,592)	(70,000)	(179,592)	(112,146)	(72,912)	(185,058)	2,554 2.3%	2,912 4.0%	5,466 3.0%			
CHANGE IN NET POSITION	\$ 948,662	3,470	952,132	1,457,662	195,716	1,653,378	(509,000) -34.9%	(192,246) -98.2%	(701,246) -42.4%			

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

	MTD Actual	MTD Budget	MTD Actual v. Budget	
	October 2016	October 2016	Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 1,333,535	1,608,936	(275,401)	-17.1%
Commercial and Industrial	2,544,059	2,771,163	(227,105)	-8.2%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	<u>3,877,594</u>	<u>4,380,099</u>	<u>(502,505)</u>	<u>-11.5%</u>
Forfeited Discounts	25,649	18,640	7,010	37.6%
Free service to the City of Shakopee	14,592	14,157	435	3.1%
Conservation program	57,870	61,371	(3,501)	-5.7%
Total Operating Revenues	<u>3,975,705</u>	<u>4,474,267</u>	<u>(498,562)</u>	<u>-11.1%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	2,312,377	2,172,719	(139,658)	-6.4%
Distribution operation expenses	37,677	33,551	(4,125)	-12.3%
Distribution system maintenance	60,777	67,673	6,897	10.2%
Maintenance of general plant	19,205	24,118	4,913	20.4%
Total Operation and Maintenance	<u>2,430,036</u>	<u>2,298,062</u>	<u>(131,974)</u>	<u>-5.7%</u>
Customer Accounts				
Meter Reading	8,449	10,433	1,984	19.0%
Customer records and collection	40,131	44,789	4,658	10.4%
Energy conservation	101,070	54,150	(46,919)	-86.6%
Total Customer Accounts	<u>149,650</u>	<u>109,372</u>	<u>(40,278)</u>	<u>-36.8%</u>
Administrative and General				
Administrative and general salaries	42,997	48,129	5,132	10.7%
Office supplies and expense	7,725	15,967	8,243	51.6%
Outside services employed	11,300	46,093	34,793	75.5%
Insurance	13,996	14,057	61	0.4%
Employee Benefits	116,761	147,637	30,875	20.9%
Miscellaneous general	30,273	40,933	10,660	26.0%
Total Administrative and General	<u>223,052</u>	<u>312,816</u>	<u>89,764</u>	<u>28.7%</u>
Total Operation, Customer, & Admin Expenses	<u>2,802,737</u>	<u>2,720,249</u>	<u>(82,488)</u>	<u>-3.0%</u>
Depreciation	175,432	186,946	11,514	6.2%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	<u>\$ 2,978,169</u>	<u>2,907,196</u>	<u>(70,973)</u>	<u>-2.4%</u>
OPERATING INCOME	<u>\$ 997,536</u>	<u>1,567,071</u>	<u>(569,535)</u>	<u>-36.3%</u>

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

	MTD Actual October 2016	MTD Budget October 2016	MTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 344,890	447,727	(102,837)	-23.0%
Forfeited Discounts	2,319	1,410	910	64.6%
Uncollectible accounts	-	-	-	-
Total Operating Revenues	<u>347,209</u>	<u>449,137</u>	<u>(101,928)</u>	<u>-22.7%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	37,606	41,949	4,343	10.4%
Pumping and distribution maintenance	29,679	36,203	6,524	18.0%
Power for pumping	22,624	22,629	5	0.0%
Maintenance of general plant	1,152	1,990	838	42.1%
Total Operation and Maintenance	<u>91,061</u>	<u>102,771</u>	<u>11,710</u>	<u>11.4%</u>
Customer Accounts				
Meter Reading	7,079	5,789	(1,290)	-22.3%
Customer records and collection	9,716	12,159	2,443	20.1%
Energy conservation	131	-	(131)	-
Total Customer Accounts	<u>16,927</u>	<u>17,948</u>	<u>1,021</u>	<u>5.7%</u>
Administrative and General				
Administrative and general salaries	27,016	31,479	4,463	14.2%
Office supplies and expense	5,540	6,391	852	13.3%
Outside services employed	4,213	12,948	8,735	67.5%
Insurance	4,665	4,686	20	0.4%
Employee Benefits	44,189	55,266	11,077	20.0%
Miscellaneous general	16,465	19,610	3,145	16.0%
Total Administrative and General	<u>102,088</u>	<u>130,380</u>	<u>28,291</u>	<u>21.7%</u>
Total Operation, Customer, & Admin Expenses	<u>210,076</u>	<u>251,098</u>	<u>41,022</u>	<u>16.3%</u>
Depreciation	111,170	116,655	5,485	4.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>321,245</u>	<u>367,753</u>	<u>46,507</u>	<u>12.6%</u>
OPERATING INCOME	<u>\$ 25,964</u>	<u>81,384</u>	<u>(55,420)</u>	<u>-68.1%</u>

SHAKOPEE PUBLIC UTILITIES
YEAR TO DATE FINANCIAL RESULTS
OCTOBER 2016



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 2016			Year to Date Budget - October 2016			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	\$ 39,466,066	4,068,879	43,534,945	38,483,740	3,922,479	42,406,220	982,326 2.6%	146,399 3.7%	1,128,725 2.7%			
OPERATING EXPENSES												
Operation, Customer and Administrative	31,499,438	2,118,097	33,617,535	32,300,188	2,548,979	34,849,167	800,750 2.5%	430,882 16.9%	1,231,632 3.5%			
Depreciation	1,754,319	1,111,698	2,866,017	1,869,463	1,166,550	3,036,013	115,144 6.2%	54,852 4.7%	169,996 5.6%			
Amortization of Plant Acquisition	-	-	-	-	-	-	- 0.0%	- -	- 0.0%			
Total Operating Expenses	33,253,757	3,229,795	36,483,552	34,169,651	3,715,529	37,885,179	915,894 2.7%	485,734 13.1%	1,401,628 3.7%			
Operating Income	6,212,309	839,084	7,051,393	4,314,090	206,951	4,521,040	1,898,220 44.0%	632,133 305.5%	2,530,353 56.0%			
NON-OPERATING REVENUE (EXPENSE)												
Rental and Miscellaneous	262,156	184,072	446,228	160,685	119,947	280,632	101,471 63.1%	64,125 53.5%	165,596 59.0%			
Interdepartment Rent from Water	75,000	-	75,000	75,000	-	75,000	- 0.0%	- -	- 0.0%			
Investment Income	173,137	37,893	211,031	97,000	7,535	104,535	76,137 78.5%	30,359 402.9%	106,496 101.9%			
Interest Expense	(298,525)	(117)	(298,642)	(291,888)	(37)	(291,925)	(6,637) -2.3%	(79) -211.5%	(6,717) -2.3%			
Amortization of Debt Issuance Costs and Loss on Refunding	(14,835)	-	(14,835)	(14,835)	-	(14,835)	- 0.0%	- 0.0%	- 0.0%			
Gain/(Loss) on the Disposition of Property	3,284	7,770	11,054	-	-	-	3,284 0.0%	7,770 -	11,054 -			
Total Non-Operating Revenue (Expense)	200,217	229,619	429,836	25,962	127,444	153,406	174,255 671.2%	102,175 80.2%	276,430 180.2%			
Income Before Contributions and Transfers	6,412,526	1,068,703	7,481,229	4,340,052	334,395	4,674,447	2,072,475 47.8%	734,308 219.6%	2,806,783 60.0%			
CAPITAL CONTRIBUTIONS	378,380	2,264,921	2,643,301	-	1,858,464	1,858,464	378,380 -	406,457 21.9%	784,837 42.2%			
TRANSFER TO MUNICIPALITY	(1,096,342)	(700,665)	(1,797,007)	(1,121,462)	(729,118)	(1,850,579)	25,120 2.2%	28,453 3.9%	53,573 2.9%			
CHANGE IN NET POSITION	\$ 5,694,564	2,632,959	8,327,523	3,218,590	1,463,741	4,682,331	2,475,974 76.9%	1,169,218 79.9%	3,645,192 77.8%			

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

	YTD Actual October 2016	YTD Budget October 2016	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Electricity				
Residential	\$ 14,605,856	14,327,874	277,982	1.9%
Commercial and Industrial	23,922,582	23,271,286	651,296	2.8%
Uncollectible accounts	(0)	-	(0)	-
Total Sales of Electricity	<u>38,528,438</u>	<u>37,599,160</u>	<u>929,278</u>	<u>2.5%</u>
Forfeited Discounts	217,148	186,396	30,752	16.5%
Free service to the City of Shakopee	145,920	141,570	4,350	3.1%
Conservation program	<u>574,560</u>	<u>556,614</u>	<u>17,946</u>	<u>3.2%</u>
Total Operating Revenues	<u>39,466,066</u>	<u>38,483,740</u>	<u>982,326</u>	<u>2.6%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Purchased power	27,380,194	26,710,888	(669,306)	-2.5%
Distribution operation expenses	355,056	335,512	(19,544)	-5.8%
Distribution system maintenance	472,568	676,734	204,166	30.2%
Maintenance of general plant	<u>301,708</u>	<u>241,177</u>	<u>(60,531)</u>	<u>-25.1%</u>
Total Operation and Maintenance	<u>28,509,526</u>	<u>27,964,310</u>	<u>(545,215)</u>	<u>-1.9%</u>
Customer Accounts				
Meter Reading	88,458	104,329	15,871	15.2%
Customer records and collection	423,725	447,886	24,161	5.4%
Energy conservation	<u>74,499</u>	<u>541,503</u>	<u>467,004</u>	<u>86.2%</u>
Total Customer Accounts	<u>586,683</u>	<u>1,093,718</u>	<u>507,036</u>	<u>46.4%</u>
Administrative and General				
Administrative and general salaries	440,062	481,290	41,228	8.6%
Office supplies and expense	106,751	159,674	52,923	33.1%
Outside services employed	92,635	460,928	368,293	79.9%
Insurance	139,965	140,574	609	0.4%
Employee Benefits	1,273,646	1,590,367	316,721	19.9%
Miscellaneous general	<u>350,171</u>	<u>409,326</u>	<u>59,154</u>	<u>14.5%</u>
Total Administrative and General	<u>2,403,230</u>	<u>3,242,159</u>	<u>838,929</u>	<u>25.9%</u>
Total Operation, Customer, & Admin Expenses	<u>31,499,438</u>	<u>32,300,188</u>	<u>800,750</u>	<u>2.5%</u>
Depreciation	1,754,319	1,869,463	115,144	6.2%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	<u>\$ 33,253,757</u>	<u>34,169,651</u>	<u>915,894</u>	<u>2.7%</u>
OPERATING INCOME	<u>\$ 6,212,309</u>	<u>4,314,090</u>	<u>1,898,220</u>	<u>44.0%</u>

SHAKOPEE PUBLIC UTILITIES

WATER OPERATING REVENUE AND EXPENSE

	YTD Actual October 2016	YTD Budget October 2016	YTD Actual v. Budget Better/(Worse)	
			\$	%
OPERATING REVENUES				
Sales of Water	\$ 4,050,277	3,908,384	141,893	3.6%
Forfeited Discounts	18,601	14,096	4,505	32.0%
Uncollectible accounts	1	-	1	-
Total Operating Revenues	<u>4,068,879</u>	<u>3,922,479</u>	<u>146,399</u>	<u>3.7%</u>
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	356,543	419,491	62,948	15.0%
Pumping and distribution maintenance	224,993	362,027	137,033	37.9%
Power for pumping	223,328	226,290	2,962	1.3%
Maintenance of general plant	19,618	19,900	282	1.4%
Total Operation and Maintenance	<u>824,482</u>	<u>1,027,707</u>	<u>203,226</u>	<u>19.8%</u>
Customer Accounts				
Meter Reading	67,926	57,886	(10,040)	-17.3%
Customer records and collection	114,576	121,589	7,013	5.8%
Energy conservation	1,916	-	(1,916)	-
Total Customer Accounts	<u>184,418</u>	<u>179,475</u>	<u>(4,943)</u>	<u>-2.8%</u>
Administrative and General				
Administrative and general salaries	282,489	314,787	32,298	10.3%
Office supplies and expense	46,408	63,912	17,504	27.4%
Outside services employed	65,187	129,476	64,289	49.7%
Insurance	46,655	46,858	203	0.4%
Employee Benefits	472,252	590,662	118,410	20.0%
Miscellaneous general	196,205	196,101	(105)	-0.1%
Total Administrative and General	<u>1,109,197</u>	<u>1,341,796</u>	<u>232,599</u>	<u>17.3%</u>
Total Operation, Customer, & Admin Expenses	<u>2,118,097</u>	<u>2,548,979</u>	<u>430,882</u>	<u>16.9%</u>
Depreciation	1,111,698	1,166,550	54,852	4.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>\$ 3,229,795</u>	<u>3,715,529</u>	<u>485,734</u>	<u>13.1%</u>
OPERATING INCOME	<u>\$ 839,084</u>	<u>206,951</u>	<u>632,133</u>	<u>305.5%</u>