

**AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
MAY 16, 2016**

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 Malting Construction Projects – Final Review
 - 8c) Monthly Production Dashboard
9. **Reports: Electric Items**
 - 9a) Electric System Operations Report – Verbal
10. **Reports: Human Resources**
 - 10a) Electric Superintendent Position
11. **Reports: General**
 - 11a) Donation Request – City of Shakopee Annual Tree Sale
12. **Adjourn to Closed Session - Wage and Benefits Subcommittee**
 - 12a) Wage Range Discussion
13. **Reconvene to Regular Session**
14. **New Business**
15. **Tentative Dates for Upcoming Meetings**

- Regular Meeting	--	June 6
- Mid Month Meeting	--	June 20
- Regular Meeting	--	July 5 (Tuesday)
- Mid Month Meeting	--	July 18
16. **Adjourn to 6/6/16** at the SPUC Service Center, 255 Sarazin Street



MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Joos called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., May 2, 2016.

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

Motion by Amundson, seconded by Helkamp to approve the minutes of the April 18, 2016 Commission meeting. Motion carried.

There were two Communication items to present. The first was to inform our customers that Drinking Water Week is being celebrated at SPU from May 1-7. The second item is the MMPA DG Facility construction update that is being provided to the media, Council members, and strategic businesses in the area of the construction site.

President Joos offered the agenda for approval.

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

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

President Joos stated that the Consent Item was: item 8c: Monthly Water Production Dashboard.

The warrant listing for bills paid May 2, 2016 was presented.

Motion by Helkamp, seconded by Amundson to approve the warrant listing dated May 2, 2016 as presented. Motion carried.

Liaison Whiting presented his report. The City Council meeting agenda was reviewed on issues that may affect the utilities.

Water Superintendent Schemel provided a report of current water operations. The landscaping around Tank 7 should be completed within the next few weeks. Installation of the radio read water meters is almost complete. Crews are ramping up for a very busy construction season with several projects beginning the week of May 9.



Motion by Olson, seconded by Helkamp to offer Resolution #1123. A Resolution To Adopt The Bid Amount And Contract Award For The Watermain Replacement In The 2016 City Of Shakopee Street Reconstruction Project. Ayes: Commissioners Weyer, Helkamp, Olson, Amundson and Joos. Nay: none. Motion carried. Resolution passed.

Item 8c: Monthly Water Production Dashboard was received under Consent Business.

Utilities Manager Crooks provided a report of current electric operations. The Commission was updated on the Shakopee Substation that will be taken out of service for Xcel Energy to perform maintenance on their transmission line. The outage will be for one day. Three small electric outages were also discussed. Crews are beginning several construction projects over the next two weeks.

Customer Relations/Marketing Director Walsh provided an update on the Radio Meter Reading Project.

Mr. Crooks read the April 2016 MMPA Board Meeting Public Summary into the record.

The potential undergrounding of electric lines on the Hilldale Project were presented by Planning and Engineering Director Adams. An agreement has been reached with the City of Shakopee to contribute to the undergrounding of electric service lines.

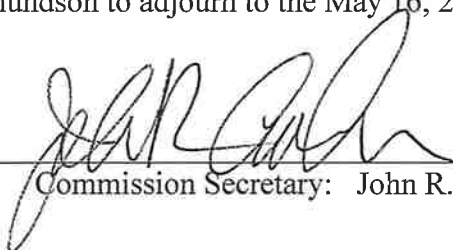
Motion by Helkamp, seconded by Olson to provide information to City Staff in response to their request and offer to relocate existing overhead facilities along Hilldale Drive underground providing the standard fee of \$5,860 is paid along with the street lighting cost of \$4,350 and the residents agree to place their service lines underground at their expense. Motion carried.

Electric Superintendent Position was discussed by Mr. Crooks. The candidate pool has been cut down to the top three applicants. Secondary interviews will take place on Thursday, May 5.

Finance Director Schmid reviewed the March 2016 Financials along with year-to-date analysis.

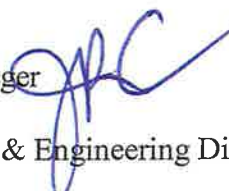
The tentative commission meeting dates of May 16 and June 6 were noted.

Motion by Helkamp, seconded by Amundson to adjourn to the May 16, 2016 meeting. Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director

SUBJECT: Rahr Malting Construction Projects – Final Review

DATE: May 12, 2016

ISSUE

Rahr Malting has submitted the attached invoice in the amount of \$149,049 for what Rahr Malting believed to be SPUC's agreed upon share of the water main improvements they constructed last year.

BACKGROUND

Please see the attached memos previously reviewed by and discussed with the Commission; with the direction given then as recorded in the attached minutes.

DISCUSSION

Staff met with Rahr Malting's Jesse Theis to review the invoice and pointed out the items as noted that we felt did not apply. Mr. Theis was very understanding and agreed in principle with the adjustments we felt were necessary, which reduces the Commission's water main costs to \$123,500. However, since Rahr Malting's construction contracts and overall project budgets have been previously locked in based on the total amount invoiced Mr. Theis asked if there was any relief possible on the electric side of the projects so we took another look at the arrangement we had made.

Attached is a summary sheet of the electric facilities affected by Rahr Malting's projects with the projected costs that the deal was based on and the actual costs now known with completion of the projects. As is usually the case, actual costs vary from projected costs to some extent. For work done by SPU crews directly related to the deal to exchange what would have been normally Rahr Malting's costs (\$148,649 vs. \$146,300 a 1.6% reduction) vs. the cost for Rahr Malting's contractor to do the work required to install the concrete encased duct bank materials for SPU's benefit (\$165,215 vs. \$148,875 a 10.9% increase). Also of note is the 3rd Avenue relocation work which was to be all of Rahr Malting's cost (\$27,711 vs. \$22,500 a 23.2% increase).



Other points to consider are:

1. The new duct bank provides for the future capacity to have three underground feeder circuits running from just west of Pierce Street to past Scott Street where we previously had one overhead circuit, so there is some “betterment” or increased flexibility to the system for future growth as a result of this project.
2. The City Council did order the relocation of the overhead feeder and lateral lines to be placed underground through the alley between Apgar Street and Scott Street, thus alleviating Rahr Malting’s responsibility for those costs. In that block Rahr Malting and their contractor did go beyond just installing the duct bank for the feeder and worked with us to create a safe and accessible area for the transformer to serve the lateral lines and services to the customers in that block.

RECOMMENDATION

Staff recommends that the Commission grant some relief to Rahr Malting on the duct bank installation costs.

One method of adjustment could be simply the difference between the actual costs for each party $\$165,215 - \$148,649 + \$5,211 = \$11,355$, but staff does not believe that amount is adequate for the benefits described above and is suggesting instead to prorate the total installation costs for the concrete encased duct bank with Rahr Malting responsible for 1,400 feet of the 1,800 feet of the total length and SPU responsible for 400 feet of the total length for the block ordered underground by the City Council.

Should the Commission agree, that would leave Rahr Malting with 77.8% and SPU with 22.2% of the \$165,215 installation cost and SPU would then reimburse Rahr Malting $22.2\% \times \$165,215 = \$36,678$, which staff believes is more in line with the resulting benefits to the electric system.

REQUESTED ACTION

Staff requests the Commission to provide direction to:

1. Reimburse Rahr Malting in the amount of \$123,500 for the Commission’s share of the water main improvements, as previously defined and agreed.
2. Reimburse Rahr Malting in the amount of \$36,678 as an offset for greater costs they incurred in installing the concrete encased duct bank for the Commission’s benefit.



RAHR CORPORATION

800 First Avenue West
Shakopee, MN 55379

Please Remit To:
RAHR CORPORATION
800 WEST FIRST AVENUE
SHAKOPEE, MN 55379

INVOICE

Bill to: Shakopee Public Utilities
255 Sarazin Street
PO Box 470
Shakopee, MN 55379

Invoice Number: 23098

Invoice Date: 3/11/2016

Terms: Net 30 Days

DESCRIPTION			AMOUNT
Site Work - Maintenance Building - Water Main			
150 LF Water Main Utility			\$ 29,805.00
Additional East Hydrant - Phase 1	Hydrant is Rahr's cost		\$ 7,887.00
Upgrade to 22" Steel Casing ILO 16"	No Casing was installed		\$ 34,317.00
Engineering/Admin/Profit			\$ 5,760.00
Total		\$35,565.00	\$ 77,769.00
Site Work - BSG Water Main (Pond)			
260 LF Water Main Utility			\$ 27,405.00
Engineering/Admin/Profit			\$ 5,205.00
Total			\$ 32,610.00
Site Work - Water Main (Alley)			
100 LF Water Main Utility	Should be 150ft for Scott Street	\$13,590.00	\$ 9,060.00
Scott Street Repairs		\$36,375.00	\$ 24,250.00
Engineering/Admin/Profit			\$ 5,360.00
Total		\$55,325.00	\$ 38,670.00
BALANCE DUE		\$123,500.00	\$ 149,049.00

COST BREAKDOWN FOR RAHR BUILDING PROJECTS

PROJECTED ACTUAL DIFFERENCE

Buildings NOT served electrically by SPUC

Building 1 is a new Malthouse off 3rd Ave W near Cass St. This building will not be served electrically by SPUC but will affect an overhead electric line which will be undergrounded.

Relocation of OH on 3rd Ave W:	\$ 22,500.00	\$ 27,711.12	\$ 5,211.12
Temp Power:	\$ 8,300.00	NA	NA

Buildings to be new SPUC Electric Customers

Building 2 is the Brewers Supply Group Warehouse and Bagging Facility (BSG Warehouse) located north of 1st Ave W between Pierce and Apgar/Scott. This building requires the relocation of an overhead electric feeder line in the alley/Brook LN in addition to standard UG Contribution of 75% of material for lateral three phase loop.

75% of UG Material for Lateral:	\$ 31,800.00		
Relocation of Feeder line in Alley for BSG Warehouse - UG Estimate (1600 LFT)	\$ 96,500.00		
Duct Bank Material & SPUC L&E Including Concrete (1800 LFT)	\$ 231,625.00		
Duct Bank Installation Labor (1800 LFT) (assumes some rock)	\$ 148,875.00		
Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00		
Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00		

Building 3 is the Pilot Brewing and Tech Center at the southwest corner of 1st Ave W & Apgar St. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral:	\$ 13,500.00		
Relocation of Service to Mike's Auto/Pawn Shop:	\$ 20,000.00		

Building 4 is the Maintenance Warehouse north of 2nd Ave W and west of Apgar. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral (includes cost to bore RR tracks but no rock)	\$ 11,000.00		
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COST TO RAHR

Standard 75% UG Customer Contribution

BSG Warehouse	\$ 31,800.00		
Pilot Brewing & Tech Center	\$ 13,500.00		
Maintenance Warehouse	\$ 11,000.00		

TOTAL STANDARD CONTRIBUTION: \$ 56,300.00 \$ 56,081.01 \$ (218.99)

Relocation of Electric Feeder Lines (OH Estimate)

BSG Warehouse	\$ 70,000.00	\$ 70,000.00	
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Relocation of Existing Services

Mike's Auto & Pawn Shop	\$ 20,000.00	\$ 22,567.93	
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TOTAL RELOCATION COSTS: \$ 90,000.00 \$ 92,567.93 \$ 2,567.93

TOTAL COST TO RAHR: \$ 146,300.00 \$ 148,648.94 \$ 2,348.94

COST TO SPUC

Standard Construction Cost

BSG Warehouse	\$ 63,600.00		
Pilot Brewing & Tech Center	\$ 27,000.00		
Maintenance Warehouse	\$ 22,000.00		

TOTAL STANDARD CONSTRUCTION COST: \$ 112,600.00

LESS CUSTOMER CONTRIBUTION: \$ (56,300.00)

TOTAL SPUC CONSTRUCTION COST: \$ 56,300.00

Relocation of Electric Feeder Line BSG Warehouse (UG less OH Estimate)

\$ 26,500.00			
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Alley Public Improvement Relocation Costs

OH COST - Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00		
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UG COST - Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00		
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TOTAL RELOCATION COST TO CIP: \$ 49,000.00

TOTAL COST TO RELOCATION FUND: \$ 40,100.00

Duct Bank for future additional feeders to serve redevelopment

*** Duct Bank Material & SPUC L&E (including concrete)	\$ 231,625.00		
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Duct Bank Installation Labor (assumes some rock)	\$ 148,875.00	\$ 165,215.00	\$ 16,340.00
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TOTAL DUCT BANK COST: \$ 380,500.00

TOTAL COST TO SPUC: \$ 525,900.00

***NOTE: Includes estimated \$85K of material & labor that is included in relocation cost for BSG and alley public improvements.

MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Helkamp called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., April 6, 2015.

MEMBERS PRESENT: Commissioners Helkamp, Joos, Mars and Olson. Also present, Liaison Whiting, Utilities Manager Crooks, Planning & Engineering Director Adams, Line Superintendent Athmann and Water Superintendent Schemel. Commissioner Amundson was absent as previously advised.

Motion by Joos, seconded by Olson to approve the minutes of the March 16, 2015 meeting. Motion carried.

There were no Communication items.

President Helkamp offered the agenda for approval.

Commissioner Olson asked that item 11a: Governance Handbook be taken off the Consent Business Agenda. President Helkamp asked that item 9c: Rahr Malting Development be moved to directly after the Liaison Report.

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

Motion by Olson, seconded by Mars to approve the Consent Business agenda as amended. Motion carried.

President Helkamp stated that the Consent Items were: item 8c: Quarterly Nitrate Results; item 9b: March MMPA Board Meeting Statement; item 11b: Commission Meeting Procedures; item 11c: Quarterly Website Analytics; and item 11d: February Financials.

The warrant listing for bills paid April 6, 2015 was presented.

Motion by Mars, seconded by Joos to approve the warrant listing dated April 6, 2015 as presented. Motion carried.

Liaison Whiting presented his report. In his report, several items on the upcoming City Council agenda were discussed. Those being; 2015 Overlay Project, Street funding with the League of MN Cities, the RFP for the Railroad quiet zone, City Staff reorganization, plans for the future City Hall and the CR 17 power line undergrounding issue.

Planning and Engineering Director Adams introduced Jessie Theis, COO for the Rahr Corporation. Mr. Theis provided an overview of the company's development plans surrounding the existing Rahr Malting facilities in western Shakopee. Mr. Theis discussed the four parts of the project. Mr. Adams then reviewed each individual project and the effects on the water and electric utilities. Commission consensus was to continue meeting with Rahr Staff and find out ways to work together to share in costs related to the project.

Motion by Mars, seconded by Joos to work with the Rahr Corporation in working out an equitable arrangement for the various fees, charges and agreements involved with the utilities portion of the Rahr projects. The Commission also accepts the cost estimates to relocate the portion of feeder circuit #9; \$62,600 for undergrounding and \$22,500 if relocated overhead, and to forward the estimates to the City Council for their determination under their Right of Way Management Ordinance. Motion carried.

Water Superintendent Schemel provided a report of current water operations. Mr. Schemel provided an overview on the Spring hydrant flushing program. As part of the 2015 Street Reconstruction Project, forty two valves have been exercised.

Mr. Adams provided an overview of the potential extension of Jennifer Lane in conjunction with the next phase of the CSAH 17 improvements in 2015. Part of the project would be the possible addition of municipal water and sewer service. The Commission discussed the possibility of adopting a special Lateral Watermain Equivalent Fee resolution. The pros and cons of this type of project, extending trunk watermain before development, were discussed in detail. Staff was directed to prepare a Resolution adopting a special Lateral Watermain Equivalent Fee for the properties benefitting the Jennifer Lane watermain extension.

Item 8c: Quarterly Nitrate Results was received under Consent Business.

Line Superintendent Athmann provided a report of current electric operations. Four small outages were caused by the April 3 wind storm. There also was a transformer failure at Perkins restaurant. Tree trimming and underground cable inspection is taking place.

Item 9b: March MMPA Board Meeting Statement was received under Consent Business.

Mr. Adams presented the Xcel - Shakopee Substation Construction Agreement. Both Xcel Energy and Shakopee Public Utilities have reviewed the Agreement and are ready to complete the document.

Motion by Joos, seconded by Olson to approve the new Shakopee Substation Construction Agreement, subject to the addition of the one-line diagram and estimated costs for both parties and authorize its execution. Motion carried.

Mr. Crooks announced that the new Customer Relations/Marketing Director is Shakopee resident Sharon Walsh. Ms. Walsh has an extensive background in customer service and marketing. She will start in her position April 27.

Mr. Crooks announced the new IT Coordinator is Shakopee resident Robert Romanski. Mr. Romanski has an extensive background in information technology. He started in his position April 3.

A short discussion took place regarding the signature page for the Governance Handbook.

Item 11b: Commission Meeting Procedures was received under Consent Business.

Item 11c: Quarterly Website Analytics was received under Consent Business.

Item 11d: February Financials was received under Consent Business.

President Helkamp announced the 2015 election for officers and officials to the Shakopee Public Utilities Commission. Each officer; President, Vice President and Secretary, are to be elected to a 1 year term.

Mr. Crooks called for nominations for the office of President of the Shakopee Public Utilities Commission.

Motion by Helkamp, seconded by Joos to nominate Commissioner Mars for the office of President of the Shakopee Public Utilities Commission. There were no further nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried.

Mr. Crooks acknowledged the vote and Commissioner Mars was elected unanimously to the office of President of the Shakopee Public Utilities Commission.

Mr. Crooks called for nominations for the office of Vice President of the Shakopee Public Utilities Commission.

Motion by Mars, seconded by Helkamp to nominate Commissioner Joos for the office of Vice President of the Shakopee Public Utilities Commission. There were no other nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried.

Mr. Crooks acknowledged the vote and Commissioner Joos was elected unanimously to the office of Vice President of the Shakopee Public Utilities Commission.

President Helkamp called for nominations for the office of Secretary to the Shakopee Public Utilities Commission.

Motion by Helkamp, seconded by Joos to nominate Utilities Manager Crooks for the office of Secretary to the Shakopee Public Utilities Commission. There were no further nominations.

Mr. Crooks moved to close the nominations and move to Commission vote. Vote was unanimous. Motion carried

The vote was acknowledged and Mr. Crooks was elected unanimously for the office of Secretary to the Shakopee Public Utilities Commission.

President Helkamp called for a motion for a Representative to the Minnesota Municipal Power Agency (MMPA) for the Shakopee Public Utilities Commission.

Motion by Joos, seconded by Mars to appoint Utilities Manager Crooks as Representative to MMPA for the Shakopee Public Utilities Commission by unanimous ballot. Motion carried.

President Helkamp acknowledged the vote and Mr. Crooks was appointed unanimously as Representative to MMPA for the Shakopee Public Utilities Commission.

President Helkamp called for a motion to nominate the Alternate Representative to MMPA for the Shakopee Public Utilities Commission.

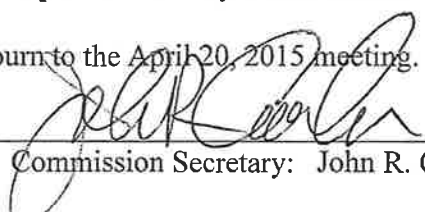
Motion by Joos, seconded by Mars to appoint Commissioner Helkamp as Alternate Representative to MMPA for the Shakopee Public Utilities Commission by unanimous ballot. Motion carried.

President Helkamp acknowledged the vote and Commissioner Helkamp was appointed as Alternate Representative to MMPA for the Shakopee Public Utilities Commission.

Under New Business, Commissioner Olson referred to a Star Tribune article on the issue of disposable wipes clogging sewer lines. Mr. Crooks will communicate the concern with the City of Shakopee. Commissioner Mars referred to another Star Tribune article that discussed the rate hikes for Xcel Energy customers. Commissioner Joos discussed the water issues facing California.

The tentative commission meeting dates of April 20 and May 4 were noted.


Motion by Mars, seconded by Joos to adjourn to the April 20, 2015 meeting. Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: Rahr Malting Projects

DATE: April 3, 2015

ISSUE

Rahr Malting is proposing an expansion of their Shakopee footprint with multiple building projects and there are associated electric and water service issues that should be discussed with the Commission for direction.

BACKGROUND

Attached is a plan view drawing that illustrates Rahr's plans for four new building projects, each with its own unique circumstances relating to SPU's electric and water facilities.

1. The first building is a new Malt House to be constructed on 3rd Avenue. The Malt House location is within Xcel Energy's electric service territory as indentified on the state of Minnesota mapping system. Rahr and their building contractor have requested SPU permanently relocate several spans of three phase overhead power lines to facilitate the crane operations to erect the Malt House structure. We have provided Rahr with an estimate of the cost to do so, \$22,500, and they have agreed to pay that cost.

Permanent electric service to the Malt House will be from Rahr's internal medium voltage distribution system served by the Koda Energy plant backed up by Xcel Energy. Rahr's contractor has requested that SPU provide temporary construction electric service to the project site, since Xcel Energy has no distribution facilities in the area. Rahr contacted Xcel Energy and they have agreed to allow the temporary electric service with the condition that SPU's facilities be removed upon completion of the project. Rahr's contractor has agreed to pay the \$8,300 estimated cost associated with installing and removing the temporary facilities.

Water service to the Malt House will be from Rahr's internal water main distribution system downstream of the SPU water meter to their complex.



2. The second building is the Brewers Supply Group Warehouse and Bagging facility referred to as the BSG Warehouse. The BSG building will be located north of 1st Avenue between Pierce and Apgar Streets with access driveways off of 1st Avenue at Pierce Street and the alley running west from Scott Street.

The City has determined that the alley will be widened to accommodate the truck traffic generated by the new facility. This will impact the existing overhead electric power line within the alley and it will have to be relocated. In fact, the building footprint will overlap the now vacated alley in the blocks between Pierce and Apgar Streets and also require the relocation of another 2 ½ blocks of the existing overhead electric lines.

We have estimated the cost to relocate this existing overhead power line around the BSG building, which is feeder circuit #9 originating from the Shakopee Substation to the west. The estimated cost is \$96,500 to place the lines underground around the new facility as requested by Rahr.

Rahr has proposed a public water main extension to provide water service for domestic and fire protection purposes around the new building with connections at Pierce and Shumway Streets to the 1st Avenue water main. While the pipe would wrap around the building, since the 1st Avenue water main is a dead end west of Scott Street this would not provide a true looped system. To provide true looping the water main should be extended east to Scott Street within the widened public alley and south on Scott Street to the existing stub at 1st Avenue rather than back west to the stub at Shumway Street.

3. The third building is the Pilot Brewing and Tech Center to be located at the southwest corner of 1st Avenue and Apgar Street, formerly the site of CH Carpenter. With the CR 69 reconstruction project of 1st Avenue we installed conduit under 1st Avenue to facilitate a new underground primary loop to serve a new pad mount three phase transformer anticipated for this site's redevelopment.

Rahr asked us to investigate the possibility of removing the existing power pole, transformer bank and service wires crossing Apgar Street that provide service to Mike's Auto, the Pawn Shop and the UPRR railroad crossing signal to improve their new building's aesthetics. That cost is estimated to be \$20,000.

Water service to this site was stubbed out of 1st Avenue when the water main was replaced with the CR 69 project.

4. The fourth building is a new Maintenance Warehouse to be located along 2nd Avenue north of the main UPRR tracks between Pierce and Apgar Streets.

We propose to install a new pad mount transformer for the Maintenance Warehouse fed from the same three phase underground cable loop to be installed for the Pilot Brewing building by extending the cable loop under Rahr's rail siding lying in between. There is an existing single

phase secondary voltage service line to the building site that was providing service to two structures that have been removed. These facilities are inadequate to serve the new load.

This is an area that has not had water service previously, since there is not a water main in these two blocks along 2nd Avenue. After meeting with Rahr's design team and the City's fire inspector the conclusion for the best option is for Rahr to install a public water main from the existing fire hydrant located at 1st Avenue and Pierce Street to the east and south under Rahr's rail siding in a casing pipe and then further east and south to 2nd Avenue and Apgar Street then under the UPRR main line track to complete a looped water main. Rahr is asking to complete the construction in two phases with an Agreement to Complete the Water Main Distribution System aka "Looping Agreement." Rahr is likely also going to seek Commission assistance with the future crossing under the main line track at 2nd Avenue and Apgar Street.

DISCUSSION

Attached is a breakdown of the associated electric facilities costs, including the various relocations and new service facilities that was provided to Rahr.

I have invited Mr. Jesse Theis of Rahr Malting to attend the Commission's April 3rd meeting to present a brief overview of their expansion plans for the Commission's benefit. Mr. Theis would like to request the Commission's consideration to possibly assist with Rahr's expansion by either relaxing some of the standard requirements or participating in some of the costs based on a greater public benefit from some of the infrastructure improvements.

For example, the water main distribution system west of Scott Street consists of a single 8 inch water main installed with the CR 69 reconstruction project that replaced the pre existing 6 inch water main. This water main presently extends three blocks west to Pierce Street then "loops" back on itself with a 6 inch water main running a half block north and then several blocks west and back south again to 1st Avenue. Both the BSG and the Maintenance Warehouse are opportunities to bring true looping to this area of the system if proper connections are made with Rahr's projects. This will benefit not only Rahr, but also other SPU water customers that are connected to the now dead end 1st Avenue water main.

The future water main crossing under the UPRR main line tracks may be considered most similar to the MN Corngrowers Association warehouse project along Minnesota Street where the Commission previously provided assistance to facilitate the main line track rail crossing of a public water main.

The relocation of feeder circuit #9 around the BSG site and further east in the widened public alley is an opportunity to install a duct bank similar to the one installed with the CR 69 project. The new duct bank would enable SPU to provide expanded service to downtown Shakopee should re development efforts take off to the point where additional capacity is needed. This would tie in with plans to be able to expand the new Shakopee Substation with a second transformer which would require a path for the additional feeder circuits. Staff is proposing that the duct bank installation be coordinated with Rahr's site infrastructure improvements with SPU providing the material and Rahr's contractor doing the installation for SPU. The duct bank installation cost could possibly be offset by some of the

underground electric charges for the new service and the relocation cost of feeder circuit #9 around the BSG building.

The cost to relocate feeder circuit #9's existing power poles and wires within the public alley west of Scott Street is estimated to be \$62,600 if placed underground and \$22,500 if relocated overhead, assuming space is made available. These cost estimates should be forwarded to the City Council for a determination under their Right of Way Management Ordinance whether to order the relocation underground.

As the Commission is aware, staff has been in discussions with the substation site's adjoining property owners, which are Xcel and Rahr, with the goal of securing land rights to enable a potential future substation expansion. Rahr has been particularly cooperative and patient as we have moved through the process with Xcel to replace the existing substation. Rahr has stated their desire is to work with the Commission on the desired land rights and is a willing seller and is prepared to negotiate a purchase agreement that is fair to both parties.

REQUESTED ACTION

Staff requests the Commission review and discuss the relative electric and water issues relating to Rahr Malting's proposed expansion projects and provide direction on how to proceed with the various fees, charges and agreements.

Staff also requests that the Commission accept the cost estimates to relocate the portion of feeder circuit #9 that lies within the public alley west of Scott Street, \$62,600 for underground and \$22,500 for overhead, and forward the estimates to the City Council for determination under their Right of Way Management ordinance whether to order the relocation underground.

COST BREAKDOWN FOR RAHR BUILDING PROJECTS

Buildings NOT served electrically by SPUC

Building 1 is a new Malthouse off 3rd Ave W near Cass St. This building will not be served electrically by SPUC but will affect an overhead electric line which will be undergrounded.

Relocation of OH on 3rd Ave W:	\$ 22,500.00
Temp Power:	\$ 8,300.00

Buildings to be new SPUC Electric Customers

Building 2 is the Brewers Supply Group Warehouse and Bagging Facility (BSG Warehouse) located north of 1st Ave W between Pierce and Apgar/Scott. This building requires the relocation of an overhead electric feeder line in the alley/Brook LN in addition to standard UG Contribution of 75% of material for lateral three phase loop.

75% of UG Material for Lateral:	\$ 31,800.00	
Relocation of Feeder line in Alley for BSG Warehouse (1600 LFT)	\$ 96,500.00	(\$60/ft)
Duct Bank Material & SPUC L&E (1800 LFT)	\$ 200,000.00	(\$110/ft)
Duct Bank Concrete & Other Labor (1800 LFT) (assumes some rock)	< \$ 150,000.00	(\$85/ft)
Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00	
Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00	

Building 3 is the Pilot Brewing and Tech Center at the southwest corner of 1st Ave W & Apgar St. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral:	\$ 13,500.00
Relocation of Service to Mike's Auto/Pawn Shop:	\$ 20,000.00

Building 4 is the Maintenance Warehouse north of 2nd Ave W and west of Apgar. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral (includes cost to bore RR tracks but no rock)	\$ 11,000.00
--	--------------

COST TO RAHR

Standard 75% UG Customer Contribution	
BSG Warehouse	\$ 31,800.00
Pilot Brewing & Tech Center	\$ 13,500.00
Maintenance Warehouse	\$ 11,000.00
TOTAL STANDARD CONTRIBUTION:	\$ 56,300.00

Relocation of Electric Feeder Lines	
BSG Warehouse	\$ 96,500.00
Relocation of Existing Services	
Mike's Auto & Pawn Shop	\$ 20,000.00
TOTAL RELOCATION COSTS:	\$ 116,500.00

COST TO SPUC

Standard Construction Cost (less customer contribution)	
BSG Warehouse	\$ 31,800.00
Pilot Brewing & Tech Center	\$ 13,500.00
Maintenance Warehouse	\$ 11,000.00
TOTAL STANDARD CONSTRUCTION COST:	\$ 56,300.00

Alley Public Improvement Relocation Costs	
OH COST - Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00
UG COST - Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00
TOTAL RELOCATION COST TO CIP:	\$ 22,500.00
TOTAL COST TO RELOCATION FUND:	\$ 40,100.00

Duct Bank for future additional feeders to serve redevelopment	
*** Duct Bank Material & SPUC L&E	\$ 200,000.00
Duct Bank Concrete & Other Labor (assumes some rock)	< \$ 150,000.00
TOTAL DUCT BANK COST:	\$ 350,000.00

***NOTE: Includes estimated \$85K of material & labor that is included in relocation cost for BSG and alley public improvements.

GOPHER STATE ONE CALL

WWW.GOPHERSTATEONECALL.ORG
 1-800-235-7788 TOLL FREE
 (612) 454-0022 LOCAL

The subscriber shall acknowledge that the One Call is only a tool and does not constitute any warranty of accuracy or liability. The subscriber shall be responsible for the location and depth of existing subsurface utility lines.




Sunde Engineering, PLLC
 CONSULTING CIVIL ENGINEERS
 10400 FIRST AVENUE SU-2110
 FLORENCE, MINNESOTA 55103
 952-941-8144 TELEPHONE
 952-941-8144 FAX
 WWW.SUNDE.ENG

RAHR MALTING
 SHAKOPEE, MN

**PRELIMINARY
 NOT FOR CONSTRUCTION**

DATE	REVISION
02/26/2015	HOME PARKING/SCOTT ST ACCESS

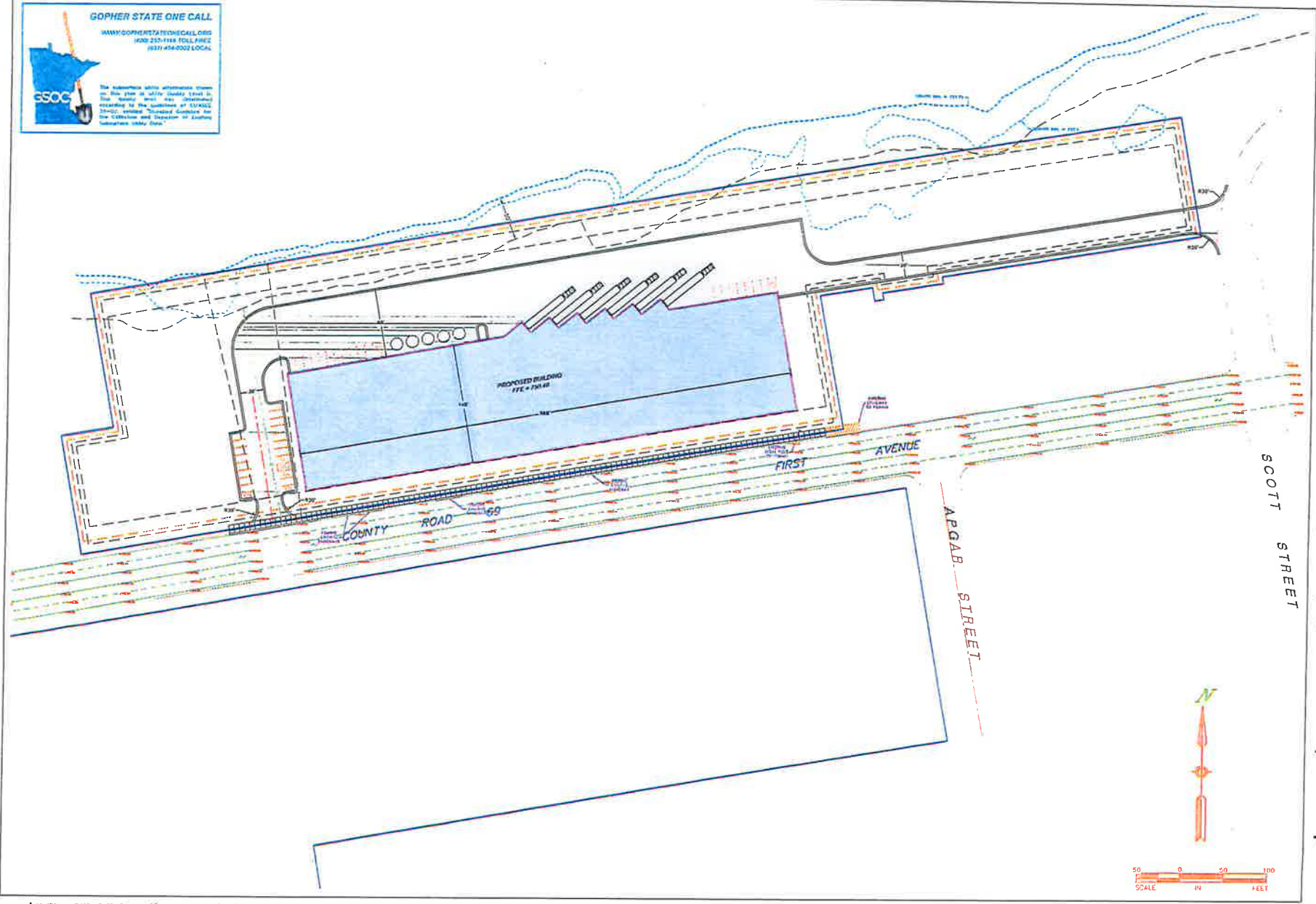
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

BRIAN MUNDSTOCK
 DATE: 02/26/2015 REG. NO.: 23469

INFORMATION:
 PROJECT NO.: #13-072
 DRAWN BY: LS
 CHECKED BY: BHM
 APPROVED BY: BHM
 SCALE: GRAPHIC
 DATE: 11/26/2014

BSG
 SITE PLAN

SHEET NO. **C8**



SECOND

AV.

ST.

ST.

63

RAHR MALTING'S
NEW MALTHOUSE

701
1896
12.5 KVA
480/277

25T

4-ABCØ CKT-07

65T

2372
225 KVA
480/277

THIRD

OVERHEAD ELECTRIC RELOCATION
6 SPANS - 640 FT
RELOCATED UNDERGROUND PER RAHR'S REQUEST

AV.

4-ABCØ CKT-07

850

1590
C
50 KVA

730

718

1581
C
37.5 KVA

730

845

835

825

815

805

735

725

715

705

AV.

FOURTH

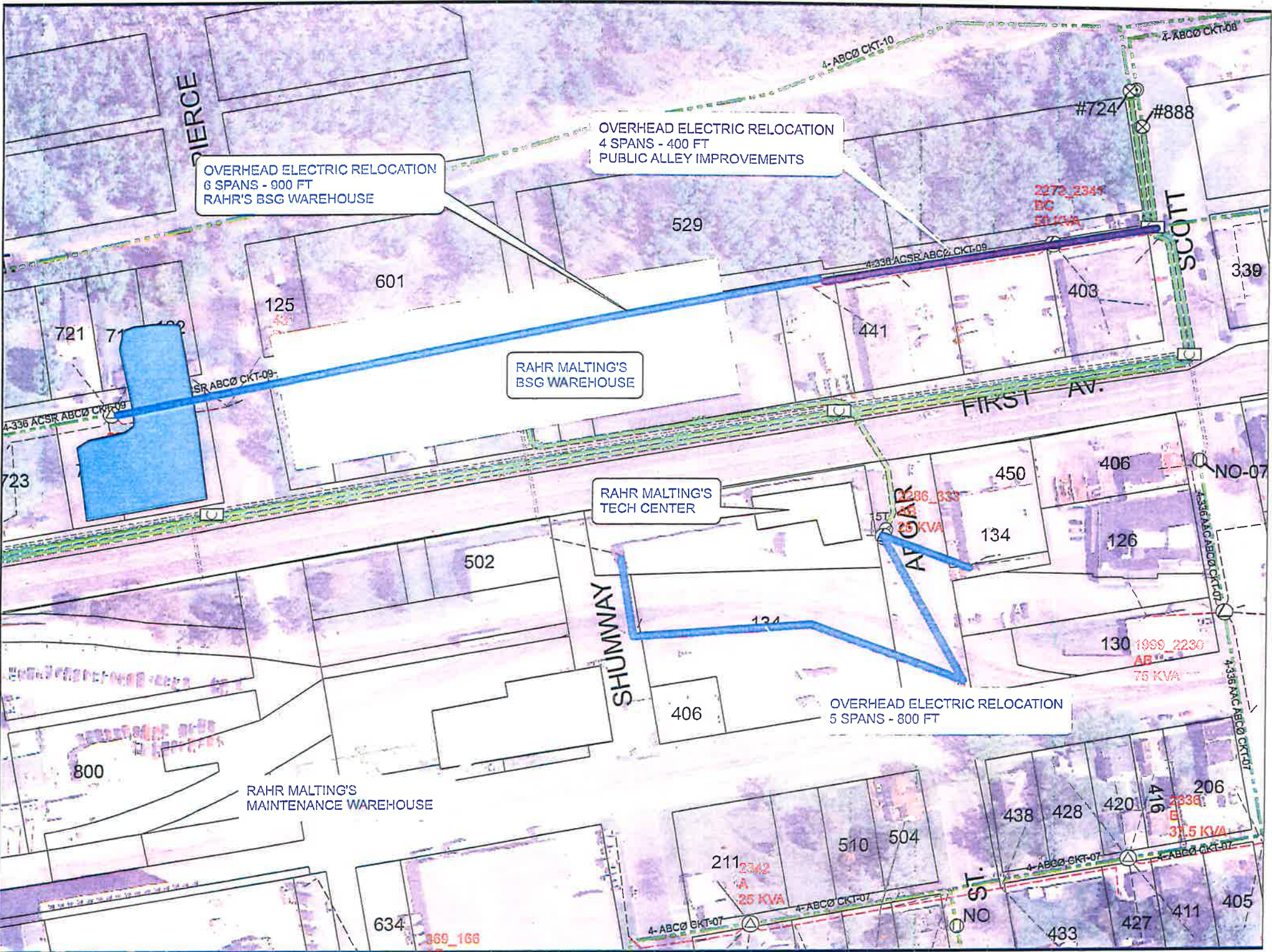
CLAY

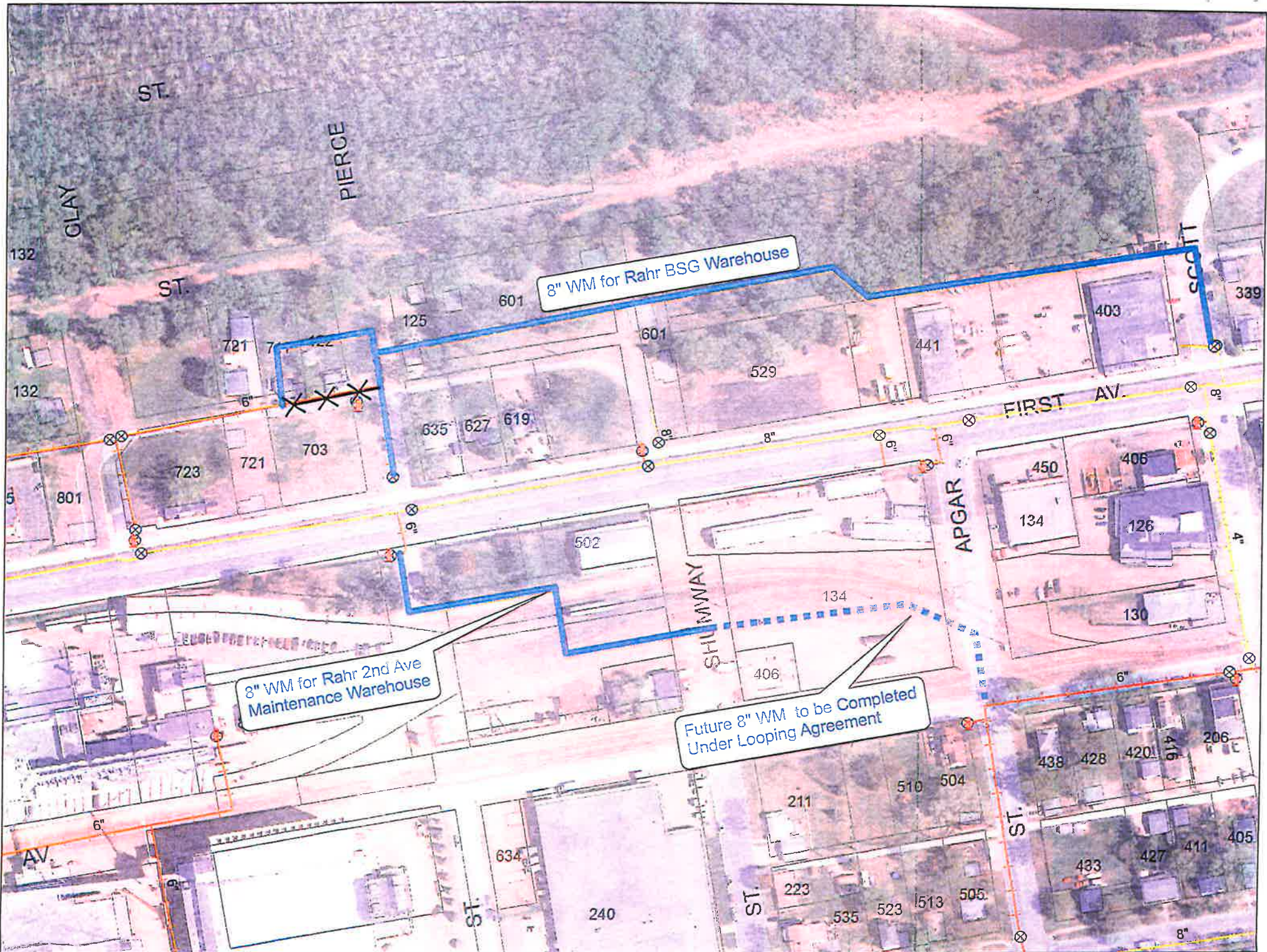
406

409

724
1572
C

418





MINUTES
OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION
(Regular Meeting)

President Mars called the regular session of the Shakopee Public Utilities Commission to order at the Shakopee Public Utilities meeting room at 5:00 P.M., August 3, 2015.

MEMBERS PRESENT: Commissioners Mars, Joos, Helkamp, Olson and Amundson. Also present, Liaison Whiting, Utilities Manager Crooks, Finance Director Schmid, Planning & Engineering Director Adams, Water Superintendent Schemel and Marketing/Customer Relations Director Walsh.

Motion by Helkamp, seconded by Amundson to approve the minutes of the July 20, 2015 Commission meeting. Motion carried.

There were no Communications items.

President Mars offered the agenda for approval.

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

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

President Mars stated that the Consent Item was: item 9f: St. Mary's of the Purification of Marystown – Rate Request.

The warrant listing for bills paid August 3, 2015 was presented.

Motion by Joos, seconded by Helkamp to approve the warrant listing dated August 3, 2015 as presented. Motion carried.

Liaison Whiting stated that the Nite to Unite events are scheduled for Tuesday, August 4. At the next City Council meeting the City's annual budget process will be discussed, as well as proposed organizational restructuring. Open seats on the State of Minnesota's Water Council were mentioned.

Water Superintendent Schemel provided a report of current water operations. An update on Tank 7 was provided

Mr. Schemel presented water production data to the Commission. Direction was to include this information as a consent item and to update the data at the second meeting of each month.

Planning and Engineering Director Adams reviewed a potential cooperative arrangements with Rahr Malting regarding several watermain and water service issues. The issues centered on grid design and watermain looping on two projects.

Motion by Helkamp, seconded by Joos to approve the proposed cost sharing agreement as described in items 1 and 2 for the watermain north of 1st Avenue for Rahr's BSG Warehouse and Bagging Facility. Motion carried.

Motion by Helkamp, seconded by Amundson to approve the proposed cost sharing agreement described in item 4, including an amount for completing the looping for the watermain south of 1st Avenue for Rahr's Maintenance Warehouse. Motion carried.

Motion by Helkamp, seconded by Joos to prepare a letter agreement which delineates the public water system from Rahr's private water system at their master metering point. Motion carried.

Utilities Manager Crooks led a discussion of redevelopment projects and their associated Water Connection Charges. Several options were presented for review as to offset the charges in certain circumstances. Samantha DiMaggio, Shakopee Economic Development Coordinator, also addressed the Commission. Consensus was to gather further information regarding potential options and to work closely with the City of Shakopee. Direction was to keep with the current policy, as more information is brought back at a future meeting.

Mr. Crooks provided a report of current electric operations. An outage on Circuit 7 was reviewed. An issue with Toro's 2500 kVA transformer was handled by our Electric Department. With Toro being a primary customer, Staff went above and beyond what was required and their work was greatly appreciated by Toro.

Finance Director Schmid presented the electric rate change recommendation for 2016. An increase in the monthly customer service charge for all customers and adjustments to the demand charge were discussed.

Motion by Joos, seconded by Helkamp to offer Resolution #1100. A Resolution Establishing Electric Rates For Customers Served By Shakopee Public Utilities. Ayes: Commissioners Olson, Joos, Helkamp, Amundson and Mars. Nay: none. Motion carried. Resolution passed.

Mr. Adams reviewed a cooperative arrangement with Rahr Malting regarding their projects requiring electric service. He stated that those negotiations have been completed with Rahr for each of the three facilities being constructed.

Motion by Olson, seconded by Joos to approve the arrangement as described, which will formalize, under those terms, a customized Underground Distribution Agreement for Rahr's three projects. Motion carried.


Mr. Crooks read the MMPA July Board of Directors Statement.

Item 9f: St. Mary's of the Purification of Marystown – Rate Request was received under Consent Business.

Under New Business, Commissioner Olson discussed the “Edina to Go” smart phone application and the current online billing fee charged to customers.



The tentative commission meeting dates of August 17 and Tuesday, September 8 were noted. Four Commissioners will be attending the MMUA Summer Conference from August 16 through August 18. Due to their absences, the scheduled August 17 Commission meeting will be cancelled. During the MMUA Conference there will be times when a quorum is present, but no official business will take place.

Motion by Helkamp, seconded by Olson to adjourn to the September 8, 2015 meeting.
Motion carried.



Commission Secretary: John R. Crooks

**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager 
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: Rahr Malting Projects Water Main Issues
DATE: July 31, 2015

ISSUE

Rahr Malting is constructing a large expansion that includes multiple new buildings requiring utility services.

BACKGROUND

An overview of the projects was presented to the Commission on April 6th.

DISCUSSION

Scott Street is now included in the City's CIP for reconstruction in 2019.

Rahr's civil engineering consultant from Sunde Engineering and utilities staff met to review the water main requirements for Rahr's BSG Warehouse and Bagging Facility to be constructed north of 1st Avenue between Pierce Street and Scott Street.

Given the relatively short distance, less than 150 feet, between the end of the existing water main stubbed north of 1st Avenue at Scott Street and the intersection of Scott Street with the expanded alley that Rahr is constructing it was the consensus of all to include the water main now to complete the looping.

The water main plans north of 1st Avenue have been finalized and agreed upon.

Staff has also reviewed the water main plans for Rahr's Maintenance Warehouse to be constructed along 2nd Avenue between Pierce Street and Apgar Street. This warehouse may be expanded further to the east or another warehouse may be constructed in the future.

Rahr's engineer, Sunde Engineering has estimated the water main construction costs to be approximately \$127,600 plus rock and "project" costs plus Scott Street restoration costs for the



(1,723 feet) looped water main north of 1st Avenue and approximately \$99,200 plus rock and “project” costs for the (585 feet) unlooped water main south of 1st Avenue. The additional cost to complete the (450 feet) looping to 2nd Avenue and Apgar Street would be approximately \$69,600 plus rock and “project” costs for a total approximate cost of \$168,800 plus rock and “project” costs. Additional costs for rock are unknown at this time and we are waiting on input from Rahr and their contractor. Project costs are typically an allowance of 15% of construction costs for engineering and project administration.

The proposed cost sharing for Rahr’s BSG Warehouse and Bagging Facility water main construction north of 1st Avenue is as follows:

1. The Commission to reimburse Rahr for the cost to replace a portion of the existing water main north of 1st Avenue at Pierce Street that is being re-routed around the new retainage pond. This is similar to a City street reconstruction project where the existing water main is replaced using water reconstruction funds. The existing water main is over 50 years old. Rahr would be responsible for the additional length of water main to re-route the pipe around the pond. The Commission’s share would cover 260 feet of pipe and cost approximately \$19,250 plus rock and “project” costs. **And,**
2. The Commission to reimburse Rahr for approximately 100 feet of new water main in the Scott Street right of way plus restoration. This is approximately equal to the additional distance for the “true” water main loop to be completed vs., Rahr’s original plan to “loop” the water main back on itself at Shumway Street. The Commission’s share would be approximately \$7,400 plus rock and “project” costs plus a prorated share of the Scott Street restoration costs.

The proposed cost sharing for Rahr’s Maintenance Warehouse water main construction south of 1st Avenue is as follows, **either:**

3. The Commission to reimburse Rahr for approximately 150 feet of water main beginning at the point of connection at 1st Avenue and Pierce Street running south one half block with Rahr responsible for the remaining cost to extend the water main under their private rail siding and an Agreement to Complete Water system for the future water main that would complete the looping to 2nd Avenue and Apgar Street including crossing under the UPRR main line track. This would be identical to the Commission’s agreement with the MN Comgrower’s for their warehouse project north of 2nd Avenue at Minnesota Street. Staff would recommend though in this instance that the Commission withhold their payment until the water main is fully looped at which time there may be another negotiation addressing the looping costs to extend the pipe to 2nd Avenue and Apgar Street as Rahr’s position now is that those costs are too high for them to bear on their own. The Commission’s share would be approximately \$14,600 plus rock and “project” costs with payment deferred until the looping is completed with an adjustment for inflation.

Or,

4. The Commission to reimburse Rahr for approximately 150 feet of water main beginning at the point of connection at 1st Avenue and Pierce Street running south one half block with Rahr responsible for the remaining cost to extend the water main under their private rail siding and the Commission to reimburse Rahr an additional amount to secure the water main loop is constructed now with this project. The basis for additional cost sharing over and above the first 150 feet of water main south of 1st Avenue could be recognition of Rahr's prior agreement to resolve the uncertainty of the ownership, i.e. responsibility for the water pipes north of 3rd Avenue into their complex which were originally installed as public water main in street right ways that were subsequently vacated. Rahr agreed to and installed a master water meter that now clearly delineates their ownership and thus their responsibility of the pipe north of 3rd Avenue into their complex. This affected approximately two and a half blocks of pipe. The Commission's share would be approximately \$14,600 plus rock and "project" costs plus some to be determined amount to encourage Rahr to complete the looping now.

REQUESTED ACTION

Staff requests the Commission approve the proposed cost sharing described in items 1 and 2 for the water main north of 1st Avenue for Rahr's BSG Warehouse and Bagging Facility.

Staff requests the Commission indicate their preference and approval of the proposed cost sharing described in either item 3 without the loop now, or item 4 including an amount for completing the loop now for the water main south of 1st Avenue for Rahr's Maintenance Warehouse.

Staff requests the Commission designate their agreed upon costs sharing for the Rahr projects to be funded out of the Reconstruction Fund for the purpose of replacing water main and completing looping to provide more secure service to existing customers by completing the water main distribution grid on the west end.



APPROVED FOR ONE YEAR FROM THIS DATE

SHAKOPEE PUBLIC UTILITIES COMMISSION

DATE

All materials and construction methods shall comply with Shakopee Public Utilities Department Utility Manual 010, July 21, 2014.

INSTALL WATERMAIN IN ACCORDANCE WITH THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA STANDARD SPECIFICATIONS AND THE SHAKOPEE PUBLIC UTILITY COMMISSION (SPUC) WATER POLICY MANUAL, REVISED AUGUST 4, 2014.

SCOTT STREET DRIVEWAY/ALLEY CONSTRUCTION

PRIOR TO CONSTRUCTION OF THE DRIVEWAY/ALLEY CONNECTION TO SCOTT STREET, OBTAIN A RIGHT-OF-WAY PERMIT. CONTACT THE PERMIT TECHNICIAN AT 952-233-9366 FOR DETAILS REGARDING THIS PROCESS.

SCOTT STREET WATERMAIN CONSTRUCTION

PRIOR TO CONSTRUCTION OF THE WATERMAIN IN SCOTT STREET, OBTAIN A RIGHT-OF-WAY PERMIT. CONTACT THE PERMIT TECHNICIAN AT 952-233-9366 FOR DETAILS REGARDING THIS PROCESS.

THE MINIMUM FIRE-FLOW AND DURATION FOR A TYPE B-D STRUCTURE CONTAINING 77,780 SQ. FT. IS 4,000 GPM FOR 4 HOURS AS PER APPENDIX B OF THE MINNESOTA STATE FIRE CODE. MAXIMUM REDUCTION ALLOWED FOR FULLY SPRINKLED BUILDING IS 50% THE MINIMUM REDUCTION SHALL NOT BE LESS THAN 1000 GPM.

WATER DISTRIBUTION SYSTEM

- 1. Separation of Water and Sewer... 2. Watermain Depth... 3. Pipe... 4. Testing... 5. Use AWWA... 6. Polyethylene encasement... 7. Use mechanical joint... 8. All all valve locations...

- 9. Use Muttler... 10. Fire hydrants... 11. Do not encase... 12. Use Class 52... 13. Biting of site... 14. The underground... 15. Contact Shakopee... 16. Indicator pipe... 17. Water meter... 18. The contractor... 19. All newly installed...

NOTES: BEDROCK EXCAVATION IS REQUIRED. REFER TO THE GEOTECHNICAL REPORT.

SAHNIETY SWEWER CONNECTIONS PRIOR TO CONNECTION TO THE PUBLIC SANITARY SEWER, OBTAIN A RIGHT-OF-WAY PERMIT. CONTACT THE PERMIT TECHNICIAN AT 952-233-9366 FOR DETAILS REGARDING THIS PROCESS.

SAHNIETY SWEWER

- 1. Unless otherwise indicated... 2. Pipe... 3. Cleanout... 4. Testing... 5. Use AWWA... 6. All all valve locations...

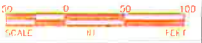
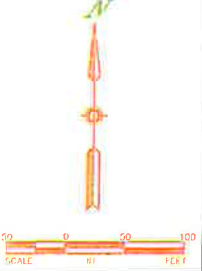
POINT MARKS

- 1. Top of roadway grade... 2. Top of top of fire hydrant... 3. Top of top of fire hydrant... 4. Top of top of fire hydrant... 5. Top of top of fire hydrant...

COUNTY ROAD 60 RIGHT-OF-WAY

OBTAIN A PERMIT FROM THE COUNTY FOR ANY WORK WITHIN THE COUNTY RIGHT-OF-WAY.

CONTRACTOR MUST PROVIDE CERTIFIED DOCUMENTATION OF INSURANCE COVERAGE IN COMPLIANCE WITH MINN. SPECIFICATIONS TO THE SCOTT COUNTY HIGHWAY ENGINEERS PRIOR TO COMMENCING WITH THE NEXT PHASE OF CONSTRUCTION.



CONSULTING CIVIL ENGINEERS 1624 HUBBARD AVENUE SOUTH DAVENPORT, IOWA 52002 563-451-2211 TELEPHONE 563-451-1842 FAX

RAHR FIRST ADDITION SHAKOPEE, MN

Table with columns for DATE and REVISION, listing project changes and dates.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

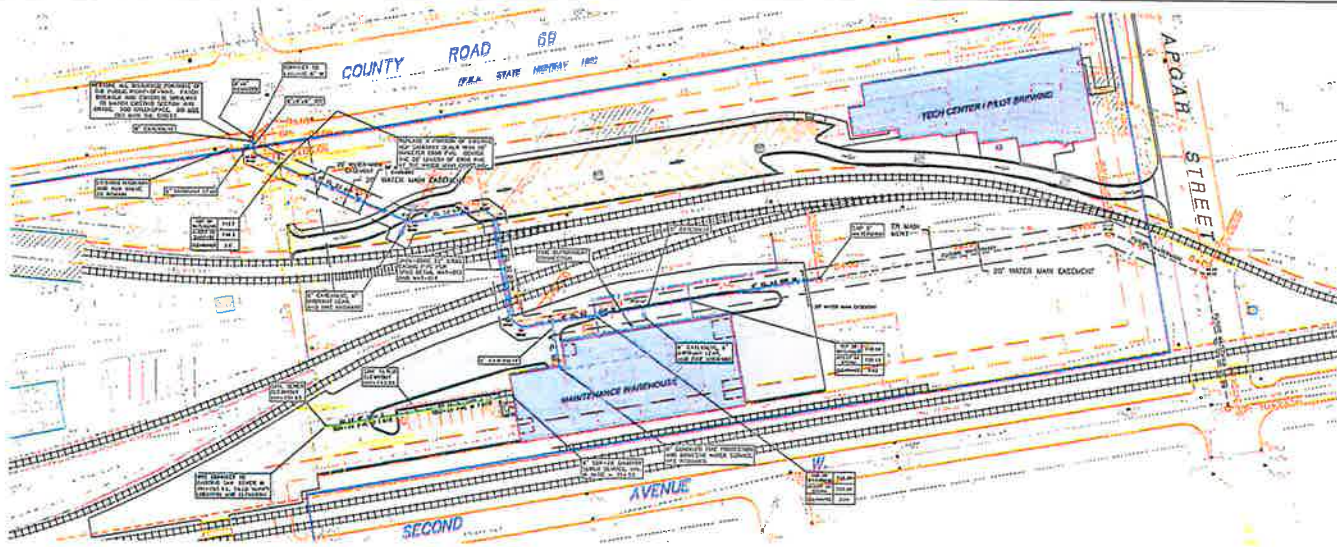
Diana Munnich

6/14/2015 DATE: 6/15/2015 REG. NO.: 2348

PROJECT NO.: 473-07-4 DRAWN BY: LS CHECKED BY: BHM APPROVED BY: BHM SCALE: GRAPHIC DATE: 1/25/2014

DESCRIPTION: WATER AND SANITARY SEWER UTILITIES PLAN

SHEET NO.: C2



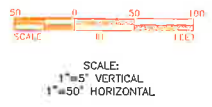
CONSULTING CIVIL ENGINEERS
1010 N. 5th Avenue South
Shakopee, Minnesota 55427
(952) 841-2244
(952) 841-1212 FAX
www.sunde.com

RAHR MAINTENANCE WAREHOUSE

SHAKOPEE, MN

BENCHMARK (B.M.)

- 1) Top of railroad spike in the west face of the power pole/light pole in the southwest quadrant of 2nd Avenue and Pierce Street. Elevation = 750.05 feet
- 2) Top of top nail of fire hydrant in the southwest quadrant of 2nd Avenue and Pierce Street. Elevation = 751.14 feet
- 3) Top of top nail of fire hydrant in the northwest quadrant of Dunaway Street and First Avenue. Elevation = 752.87 feet
- 4) Top of top nail of fire hydrant in the southwest quadrant of Apgar Street and First Avenue. Elevation = 752.87 feet
- 5) Top of top nail of fire hydrant in the southwest quadrant of Scott Street and First Avenue. Elevation = 752.25 feet



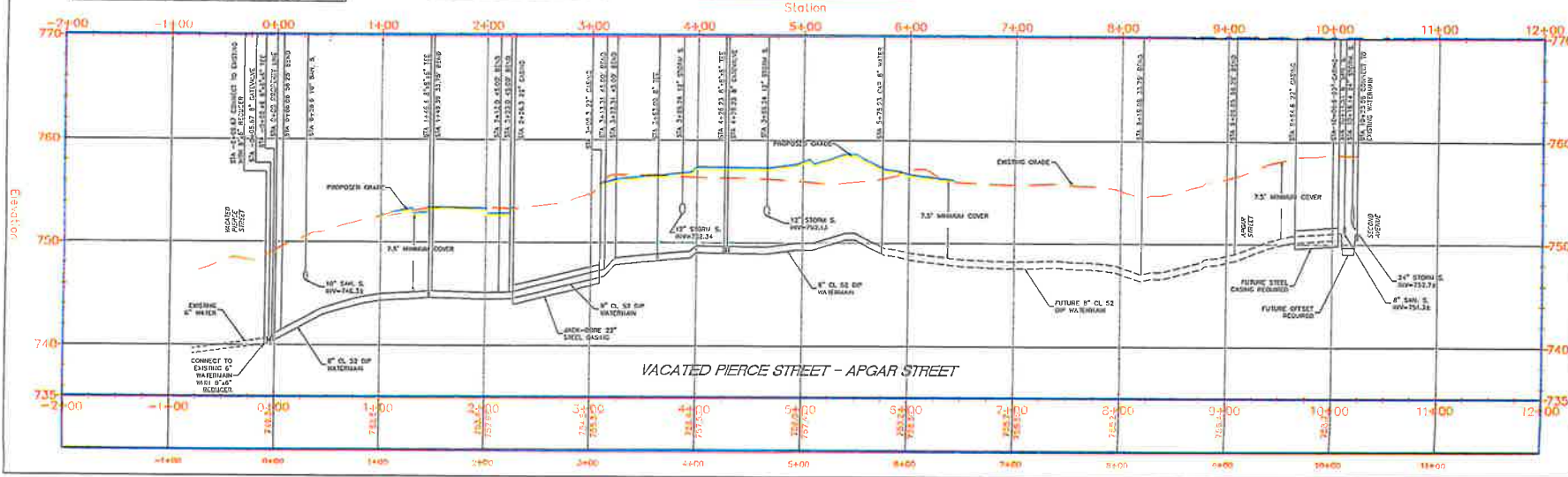
APPROVED FOR ONE YEAR FROM THIS DATE

SHAKOPEE PUBLIC UTILITIES COMMISSION
DATE

COUNTY ROAD 68 (SR 68) LOCAL WAY
OBTAIN A PERMIT FROM THE COUNTY FOR ANY WORK WITHIN THE COUNTY RIGHT-OF-WAY.
CONTRACTOR MUST PROVIDE CERTIFIED DOCUMENTATION OF PASSING DENSITY IN COMPLIANCE WITH MINDOT SPECIFICATIONS TO THE SCOTT COUNTY HIGHWAY ENGINEER PRIOR TO COMMENCING WITH THE NEXT PHASE OF CONSTRUCTION.

WATERMAIN PROFILE

INSTALL WATERMAIN IN ACCORDANCE WITH THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA STANDARD SPECIFICATIONS AND THE SHAKOPEE PUBLIC UTILITY COMMISSION (SPUC) WATER POLICY MANUAL, REVISED AUGUST 4, 2014.



DATE	REVISION
01-02-2015	NEW 60" WIDE WAREHOUSE
01-21-2015	ADD NEW HAT HOUSE
04-24-2015	LOWER FLOOR ELEVATION
04-27-2015	NEW TECHNOLOGY CENTER
05-04-2015	NEW MAINTENANCE WAREHOUSE
05-19-2015	CITY SUBMITTAL
06-23-2015	WATERMAIN PROFILE

I HEREBY CERTIFY THAT THIS PLAN SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

David J. Sunde
State No. 10000
DATE: 06-08-2015 REG. NO.: 23488

INFORMATION:
PROJECT NO.: 113-073-a
DRAWN BY: js
CHECKED BY: mw
APPROVED BY: thn
SCALE: 0.50"=1'-0"
DATE: 11/20/2014

WATER MAIN PROFILE

SHEET NO:
W1



WEBSTER

CASS

PIERCE

W. 3rd

AVE. 8"

PUBLIC vs PRIVATE W-M

PUBLIC vs PRIVATE W-M

PUBLIC vs PRIVATE VALVE

24

23

21

22

35

36

155

392

393

402

47

P8


8"


8"

6"



**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: John Crooks, Utilities Manager 

FROM: Joseph D. Adams, Planning & Engineering Director 

SUBJECT: Rahr Malting Projects Electric items

DATE: July 31, 2015

ISSUE

Rahr Malting is constructing a large expansion that includes multiple new buildings requiring utility services.

BACKGROUND

An overview of the projects was presented to the Commission on April 6th.

DISCUSSION

Rahr's civil engineering consultant from Sunde Engineering and utilities staff met to review the best location of the planned concrete encased duct bank, so as to coordinate its location with other infrastructure. The duct bank location has been finalized.

Staff has completed negotiations with Rahr on the proposed swap of SPUC's standard underground electric charges, relocation costs for circuit #9 and lateral facilities in exchange for the duct bank installation.

The attached worksheet outlines the proposed agreement to credit Rahr with their underground electric charges for their three new buildings, the BSG Warehouse and Bagging Facility north of 1st Avenue, their Tech Center to be constructed south of 1st Avenue and west of Apgar Street, and their Maintenance Warehouse to be constructed north of 2nd Avenue and east of Pierce Street plus the relocation costs for circuit #9 around the BSG Facility and the lateral tap that serves the properties on the east side of Apgar Street south of 1st Avenue.

In exchange, Rahr has agreed to install SPU supplied material for the SPU designed duct bank including constructing the trench and installing in it all of the conduit, spacers, manholes and concrete from the west side of the BSG Facility project to the east side of Scott Street at the alley north of 1st Avenue. This duct bank will be used now for the relocation underground of circuit #9 and will have the capacity needed for additional feeder circuits available with an expanded Shakopee Substation. Rahr will also be providing an electric easement for the duct bank.

REQUESTED ACTION

Staff requests the Commission approve the arrangement as described, which will be formalized under the terms of a customized Underground Distribution Agreement for Rahr's 3 projects.



COST BREAKDOWN FOR RAHR BUILDING PROJECTS

Buildings NOT served electrically by SPUC

Building 1 is a new Malthouse off 3rd Ave W near Cass St. This building will not be served electrically by SPUC but will affect an overhead electric line which will be undergrounded.

Relocation of OH on 3rd Ave W:	\$ 22,500.00
Temp Power:	\$ 8,300.00

Buildings to be new SPUC Electric Customers

Building 2 is the Brewers Supply Group Warehouse and Bagging Facility (BSG Warehouse) located north of 1st Ave W between Pierce and Apgar/Scott. This building requires the relocation of an overhead electric feeder line in the alley/Brook LN in addition to standard UG Contribution of 75% of material for lateral three phase loop.

75% of UG Material for Lateral:	\$ 31,800.00
Relocation of Feeder line in Alley for BSG Warehouse - UG Estimate (1600 LFT)	\$ 96,500.00 (\$60/ft)
Duct Bank Material & SPUC L&E Including Concrete (1800 LFT)	\$ 231,625.00 (\$129/ft)
Duct Bank Installation Labor (1800 LFT) (assumes some rock)	\$ 148,875.00 (\$83/ft)
Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00
Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00

Building 3 is the Pilot Brewing and Tech Center at the southwest corner of 1st Ave W & Apgar St. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral:	\$ 13,500.00
Relocation of Service to Mike's Auto/Pawn Shop:	\$ 20,000.00

Building 4 is the Maintenance Warehouse north of 2nd Ave W and west of Apgar. This building will have a standard UG Contribution of 75% of material.

75% of UG Material for Lateral (includes cost to bore RR tracks but no rock)	\$ 11,000.00
--	--------------

COST TO RAHR

Standard 75% UG Customer Contribution	
BSG Warehouse	\$ 31,800.00
Pilot Brewing & Tech Center	\$ 13,500.00
Maintenance Warehouse	\$ 11,000.00
TOTAL STANDARD CONTRIBUTION:	\$ 56,300.00

Relocation of Electric Feeder Lines (OH Estimate)	
BSG Warehouse	\$ 70,000.00
Relocation of Existing Services	
Mike's Auto & Pawn Shop	\$ 20,000.00
TOTAL RELOCATION COSTS:	\$ 90,000.00

TOTAL COST TO RAHR: \$ 146,300.00

COST TO SPUC

Standard Construction Cost	
BSG Warehouse	\$ 63,600.00
Pilot Brewing & Tech Center	\$ 27,000.00
Maintenance Warehouse	\$ 22,000.00
TOTAL STANDARD CONSTRUCTION COST:	\$ 112,600.00
LESS CUSTOMER CONTRIBUTION:	(\$ 56,300.00)
TOTAL SPUC CONSTRUCTION COST:	\$ 56,300.00

Relocation of Electric Feeder Line BSG Warehouse (UG less OH Estimate)	\$ 26,500.00
Alley Public Improvement Relocation Costs	
OH COST - Relocation of OH Line behind Total Rental & Choice - OH	\$ 22,500.00
UG COST - Relocation of OH Line behind Total Rental & Choice - UG	\$ 62,600.00
TOTAL RELOCATION COST TO CIP:	\$ 49,000.00
TOTAL COST TO RELOCATION FUND:	\$ 40,100.00

Duct Bank for future additional feeders to serve redevelopment	
*** Duct Bank Material & SPUC L&E (including concrete)	\$ 231,625.00
Duct Bank Installation Labor (assumes some rock)	\$ 148,875.00
TOTAL DUCT BANK COST:	\$ 380,500.00

TOTAL COST TO SPUC: \$ 525,900.00

These amounts are less than 25% difference and are what is proposed to be suggested.

***NOTE: Includes estimated \$85K of material & labor that is included in relocation cost for BSG and alley public improvements.

Monthly Water Dashboard

As of: **April 2016**

Shakopee Public Utilities Commission

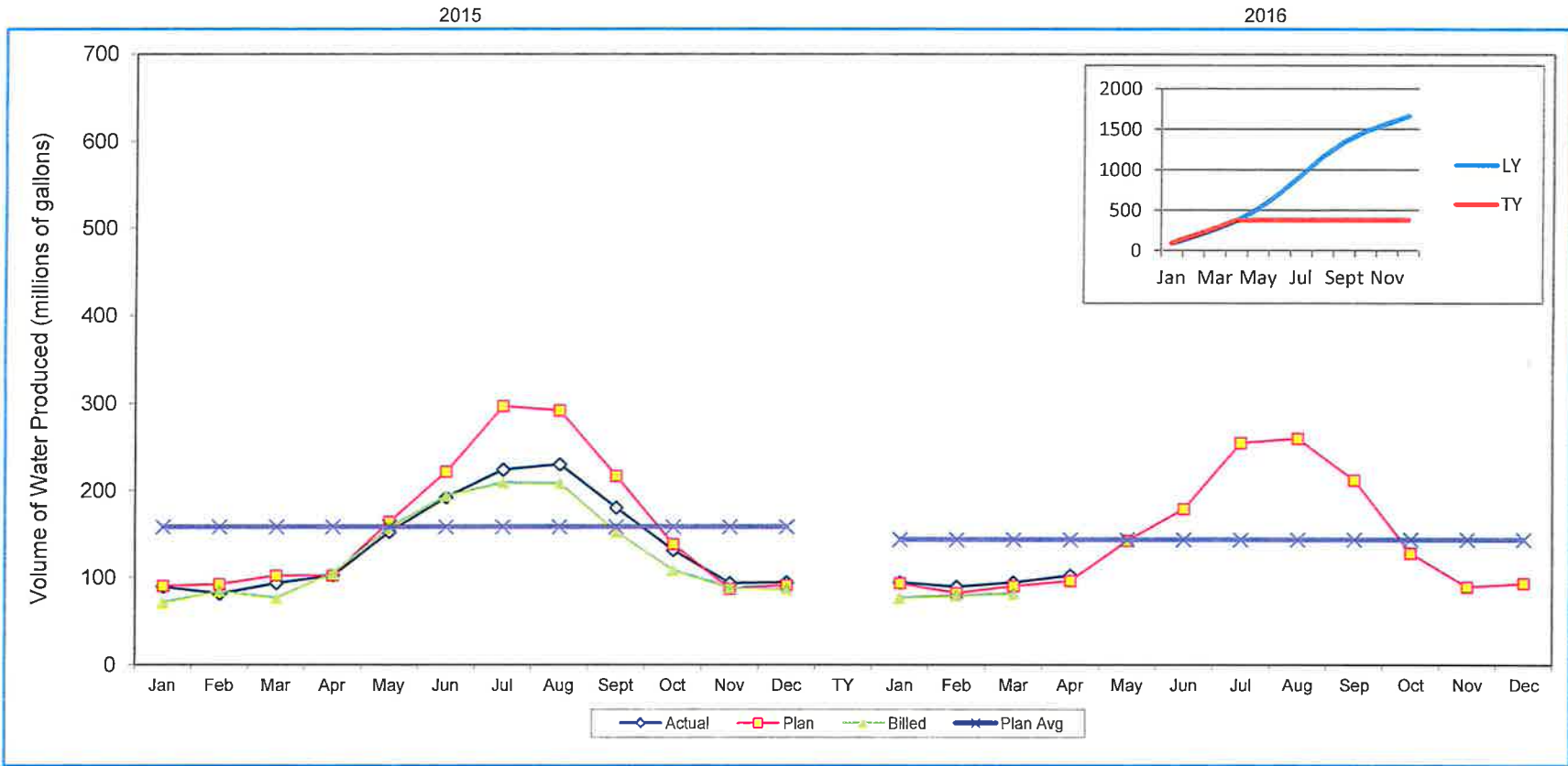
ALL VALUES IN MILLIONS OF GALLONS

Element/Measure Water Pumped/Metered

Averages

2013	150
2014	140
2015	138

Last 6 months actuals	93	94	94	89	94	102
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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								
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%								
Billed	71	84	76	105	157	194	209	208	152	108	88	86		76	79	81									

Actual gallons pumped vs. Plan



**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION

FROM: JOHN R. CROOKS, UTILITIES MANAGER

SUBJECT: ELECTRIC SUPERINTENDENT POSITION

DATE: MAY 12, 2016


A series of second interviews for the Electric Superintendent's position took place May 5.

The Interview Committee consists of Commission President Joos, Finance Director Schmid, Planning and Engineering Director Adams, and Utilities Manager Crooks.

The process continues for determining the top candidate. It is anticipated that a selection and initial offer may be made before the end of the month.



**SHAKOPEE PUBLIC UTILITIES
MEMORANDUM**

TO: SHAKOPEE PUBLIC UTILITIES COMMISSION
FROM: JOHN R. CROOKS, UTILITIES MANAGER 
SUBJECT: CITY OF SHAKOPEE TREE SALE – TREE POWER
DATE: MAY 12, 2016

Shakopee Public Utilities was approached by Jacob Busiahn, Natural Resources Technician with the City of Shakopee. In discussions there was an opportunity to become involved and sponsor the City's Annual Tree Sale.

Staff felt this was a good way to partner with the City and to also initiate SPU in becoming a partner with APPA's Tree Power Program. Attached to this memo is more information regarding the Tree Power Program.

After the commitment was made to become the sole sponsor of the City's Annual Tree Sale, it was determined the dollars for the sponsorship should come from the donations budget. Therefore the donation would need to be approved by the Commission. Also attached to this memo is the current donations made to date.

Request -

The Commission is asked to approve the SPU Sponsorship of the City of Shakopee Annual Tree Sale and become part of the APPA Tree Power Program. The sponsorship is in the amount of \$5000.

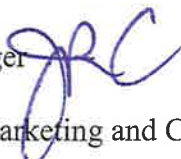




SHAKOPEE PUBLIC UTILITIES

“Lighting the Way – Yesterday, Today and Beyond”

May 12, 2016

TO: John Crooks, Utilities Manager 

FROM: Sharon Walsh, Director of Marketing and Customer Relations

SUBJECT: 2016 City of Shakopee Tree Sale Sponsorship

Overview

SPU was approached by Jacob Busiahn, Natural Resource Technician with the City of Shakopee, to partner with the City on their annual Tree Sale. The program offers a selection of conifer and deciduous trees at deeply discounted rates to the residents of Shakopee in honor of Arbor Day. This year the sale was held on Saturday, April 30th.

After meeting with Jacob, it was determined SPU would be a sponsor of the program funding the cost of the trees after resident contribution. There would be no out of pocket cost to the City; however, the City would manage the entire program including advertising, communications, securing the trees and managing the pre-ordering and distribution of the trees.

This was a great opportunity to support the City and our residents. The \$5,000 sponsorship funded more than 60% of the tree purchase price, leaving customers to pay only 40% of the value of the tree. 151 trees were sold.

The SPU logo and “sponsored by” were incorporated into the City’s promotion of this event giving us visibility in the community. Additionally, several of the tree varieties were ‘electrical wire’ friendly and were so noted.

Action Requested

Approval of the \$5,000 sponsorship is requested.

**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
	TOTAL	\$6,100



[APPA](#) > [Programs](#) > [Tree Power](#)



A commitment to beautify the environment and help public power customers save money and conserve energy is the root of APPA's award-winning Tree Power program.

Tree Power Report



[Tree Power Report](#) Available!

A commitment to beautify the environment and help customers save money and conserve energy is the root of APPA's award-winning Tree Power program. Tree Power is a nationwide effort to plant trees. Each public power utility designs its own tree-planting program based on local resources and needs, while participating in the national Tree Power program.

Contact [Tree Power](#) for copies of the official Tree Power logo.

Join Tree Power



Tree Power participation is free and open to all APPA members that are looking for a new way to show their customers how much they care. [Click here](#) to fill out the application form.

There are many reasons utilities join Tree Power. Trees reduce carbon dioxide emissions, a common greenhouse gas in our environment; programs to "plant the right tree in the right place" help educate consumers about the importance of tree-trimming; trees provide shade and windbreaks, reducing consumer energy costs; consumers support institutions that are environmentally sensitive and committed to local communities; trees beautify a community; and Tree Power participants receive information about successful utility tree-planting programs and tips on enhancing and promoting their initiatives.

See a list of the Tree Power [Participants](#).

Tree Benefits Estimator

Estimate the effectiveness of your tree-planting program with APPA's free Tree Benefits Estimator. The [APPA Tree Benefits Estimator](#) was designed to help APPA member utilities quantify and track the benefits of planting trees. Developed through a grant from [APPA's DEED Program](#).

Grants and Awards

[Grant Opportunity](#) - All Tree Power members are automatically entered into an annual drawing, which takes place every year at APPA's National Conference, for a \$2,500 Tree Power grant.

[Golden Tree Award](#) - APPA's Golden Tree Award is given to utilities that plant one tree per customer. Learn more about past recipients and how your utility can earn this award.

Activities

[Report on your utility's Tree Power activities.](#)

Previous Tree Power utility activities:



Above: Brigham City, Utah, Public Power celebrated Arbor Day, which was hosted by Discovery Elementary School. Third grade students help plant little pine trees around the school.



Above: Bancroft Elementary School kindergarden students help Omaha Public Power District with its tree-planting program.

National Recognition

Tree Power has received lots of positive national recognition. In 2001, it was a focus of stories in *USA Today*, *The Los Angeles Times*, and *The New York Times*. In addition to media coverage, Tree Power has also received awards from:

National Arbor Day Foundation: Arbor Day Award 2005, 1994

Trees Forever: President's Award 2002;

The positive national reaction and support of APPA's TREE POWER program demonstrates the impact public power utilities can have throughout the country.