

**AGENDA  
SHAKOPEE PUBLIC UTILITIES COMMISSION  
REGULAR MEETING  
JUNE 6, 2016**

1. **Call to Order** at 5:00pm in the SPUC Service Center, 255 Sarazin Street.
2. **Approval of Minutes**
3. **Communications**
  - 3a) Resn. #1124 - Resolution of Appreciation to Tom Lacina
  - 3b) Shakopee Community Assistance Thank You
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. #1125 – Setting the Amount of the Trunk Water Charge, Approving Its Collection and Authorizing Water Service to Certain Property Described As: Southbridge Crossings East Fourth Addition
  - 8c) Resn. #1126 – Setting the Amount of the Trunk water Charge, Approving Its Collection and Authorizing Water Service to Certain Property Described As: Menden Addition
  - 8d) Resn. #1127 – Approving of the Estimated Cost of Pipe Oversizing on the Watermain Project: Menden Addition
  - 8e) Vaughan Field Modification and Waiver request
9. **Reports: Electric Items**
  - 9a) Electric System Operations Report – Verbal
  - 9b) May 2016 MMPA Board Meeting Public Summary
10. **Reports: Human Resources**
  - 10a) Electric Superintendent Position
  - C=> 10b) Establishing a Salary Range for the Utilities Manager
11. **Reports: General**
  - C=> 11a) Financial Results for April 2016
12. **New Business**
13. **Tentative Dates for Upcoming Meetings**

- Mid Month Meeting	--	June 20
- Regular Meeting	--	July 5 (Tuesday)
- Mid Month Meeting	--	July 18
- Regular Meeting	--	August 1
14. **Adjourn** to 6/20/16 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 16, 2016.

MEMBERS PRESENT: Commissioners Joos, Amundson, Helkamp 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 Helkamp, seconded by Weyer to approve the minutes of the May 2, 2016 Commission meeting. Motion carried.

Under Communications, a Thank You Note was received from the Shakopee Diversity Alliance for the SPU donation made to their annual cultural event.

President Joos offered the agenda for approval.

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

There were no Consent Items.

The warrant listing for bills paid May 16, 2016 was presented.

Motion by Helkamp, seconded by Amundson to approve the warrant listing dated May 16, 2016 as presented. Motion carried.

Liaison Whiting presented his report. Several items on the City Council Agenda were reviewed, including the public hearing on Franchise Fees for electric and gas utilities serving Shakopee.

Water Superintendent Schemel provided a report of current water operations. Construction projects involving watermain work were reviewed. Final landscaping has begun at the Tank #7 site.

Planning and Engineering Director Adams reviewed the Rahr Malting Construction Projects, which are now completed.



Motion by Helkamp, seconded by Amundson to reimburse Rahr Malting in the amount of \$123,500 for the Commission's share of the water main improvement, as previously defined and agreed. Motion carried.

Motion by Helkamp, seconded by Amundson to reimburse Rahr Malting in the amount of \$36,678 as an offset for greater costs they incurred in the installation of the concrete encased duct bank for the Commission's benefit. Motion carried.

Mr. Schemel reviewed the Monthly Water Production Dashboard.

Utilities Manager Crooks provided a report of current electric operations. Three outages were reviewed. Two were caused by animals and one from a primary UG fault. Construction projects were also brought up to date.

Mr. Crooks discussed the City of Shakopee Annual Tree Sale. The opportunity to sponsor the event presented itself last year, but SPU waited until 2016 to partner with the City. The APPA Tree Power Program was also reviewed.

Motion by Amundson, seconded by Helkamp to approve of the \$5,000 SPU Sponsorship of the City of Shakopee Annual Tree Sale and to become a member of the APPA Tree Power Program. Motion carried.

Motion by Helkamp, seconded by Amundson to adjourn to Closed Session – Wage and Benefits Subcommittee. Motion carried.

Motion by Helkamp, seconded by Weyer to reconvene back to Regular Session. Motion carried.

President Joos stated that no official business took place during the Closed Session.

The tentative commission meeting dates of June 6 and June 20 were noted.

Motion by Helkamp, seconded by Weyer to adjourn to the June 6, 2016 meeting. Motion carried.

  
\_\_\_\_\_  
Commission Secretary: John R. Crooks

**RESOLUTION #1124****A RESOLUTION OF APPRECIATION  
TO THOMAS LACINA**

**WHEREAS**, Mr. Thomas Lacina joined Shakopee Public Utilities on October 25, 2005 and during his tenure of more than ten years has worked in the Customer Relations Department in his current position as Meter Reader; and

**WHEREAS**, Mr. Lacina always strived for excellence in contributing to the efficient operation of Shakopee Public Utilities and has been extremely dependable and responsible in performing his duties; and

**WHEREAS**, Mr. Thomas Lacina will retire from his position as Meter Reader with Shakopee Public Utilities on June 17, 2016; and

**NOW THEREFORE, BE IT RESOLVED BY THE SHAKOPEE PUBLIC UTILITIES COMMISSION**, that it does hereby express its deep appreciation to Mr. Thomas Lacina for his ten plus years of dedicated service to Shakopee Public Utilities.

**BE IT FURTHER RESOLVED** that the Shakopee Public Utilities Commission extends its best wishes and congratulations to Mr. Lacina.

Passed in regular session of the Shakopee Public Utilities Commission this 6<sup>th</sup> day of June, 2016.

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Commission President: Terrance Joos

ATTEST:

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Commission Secretary: John R. Crooks



*Thank You*

*You make a Difference*

*YOUR DONATION MEANS SO MUCH TO US AT  
SCA. WE LOVE THIS PROGRAM AND FEEL BLESSED  
TO HAVE THE OPPORTUNITY TO SERVE AND  
DEVELOP RELATIONSHIPS WITH FAMILIES AND  
CHILDREN HERE LOCALLY IN NEED.*

A sincere 'Thank You' for your generous donation to

Shakopee Community Assistance

With a belief in the sanctity of life and an ongoing mission to educate and advocate also comes a responsibility and a commitment to care for these families in need.

We need to maintain a visible presence in the community providing resources and support in a loving atmosphere for these families as they struggle to achieve the stability to succeed in their lives.

We are seeing increasing needs for the families we serve and remain committed to ensure that they are provided with the basic necessities of food/formula, clothing/bedding, diapers and hygiene products.

We are serving approximately 30 new clients each month in addition to our regular families & distributing an average of 3000 plus diapers monthly along with other sustaining services.

Your support makes all of this possible & a much appreciated difference in the lives of the families we serve.

**With an increased awareness of SCA & the services we provide for children in our community,**

**we are committed to expand to ensure that we can continue to meet the needs of our clients**

**with an all-volunteer staff**

**95% plus of all donations**

**go directly to provide these services**

**Your support makes this possible**

**In Love & Faith from all of us at SCA**

*Deith*

*Amey*



## RESOLUTION #1125

A RESOLUTION SETTING THE AMOUNT  
OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION  
AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY  
DESCRIBED AS:

SOUTHBRIDGE CROSSINGS EAST FOURTH ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$54,843.24 based on 18.84 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Lots 1-2 Block 1 and Outlot A,  
SOUTHBRIDGE CROSSINGS EAST FOURTH ADDITION

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  
6<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Commission President: Terrance Joos

ATTEST:

\_\_\_\_\_  
Commission Secretary: John R. Crooks



## RESOLUTION #1126

A RESOLUTION SETTING THE AMOUNT  
OF THE TRUNK WATER CHARGE, APPROVING OF ITS COLLECTION  
AND AUTHORIZING WATER SERVICE TO CERTAIN PROPERTY  
DESCRIBED AS:

MENDEN ADDITION

WHEREAS, a request has been received for City water service to be made available to certain property, and

WHEREAS, the collection of the Trunk Water Charge is one of the standard requirements before City water service is newly made available to an area, and

WHEREAS, the standard rate to be applied for the Trunk Water Charge has been set by separate Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the Trunk Water Charge is determined to be \$22,210.93 based on 7.63 net acres, and that collection of the Trunk Water Charge is one of the requirements to be completed prior to City water service being made available to that certain property described as:

Lots 1-4 Block 1, Lots 1-8 Block 2, MENDEN ADDITION

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 6<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Commission President: Terrance Joos

ATTEST:

\_\_\_\_\_  
Commission Secretary: John R. Crooks



## RESOLUTION #1127

A RESOLUTION APPROVING OF THE ESTIMATED COST OF  
PIPE OVERSIZING ON THE WATERMAIN PROJECT:MENDEN ADDITION

WHEREAS, the Shakopee Public Utilities Commission has been notified of a watermain project, and

WHEREAS, the pipe sizes required for that project have been approved as shown on the engineering drawing by Stonebrooke Engineering, Inc., and

WHEREAS, a part, or all, of the project contains pipe sizes larger than would be required under the current Standard Watermain Design Criteria as adopted by the Shakopee Public Utilities Commission, and

WHEREAS, the policy of the Shakopee Public Utilities Commission calls for the payment of those costs to install oversize pipe above the standard size, and

WHEREAS, the pipes considered oversized are listed on an attachment to this Resolution,

NOW THEREFORE, BE IT RESOLVED, that the amount of the oversizing to be paid by the Shakopee Public Utilities Commission is approved in the amount of approximately \$24,900.00, and

BE IT FURTHER RESOLVED, the payment of the actual amount for said oversizing will be approved by the Utilities Commission when final costs for the watermain project are known.

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 6<sup>th</sup> day of June, 2016.

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Commission President: Terrance Joos

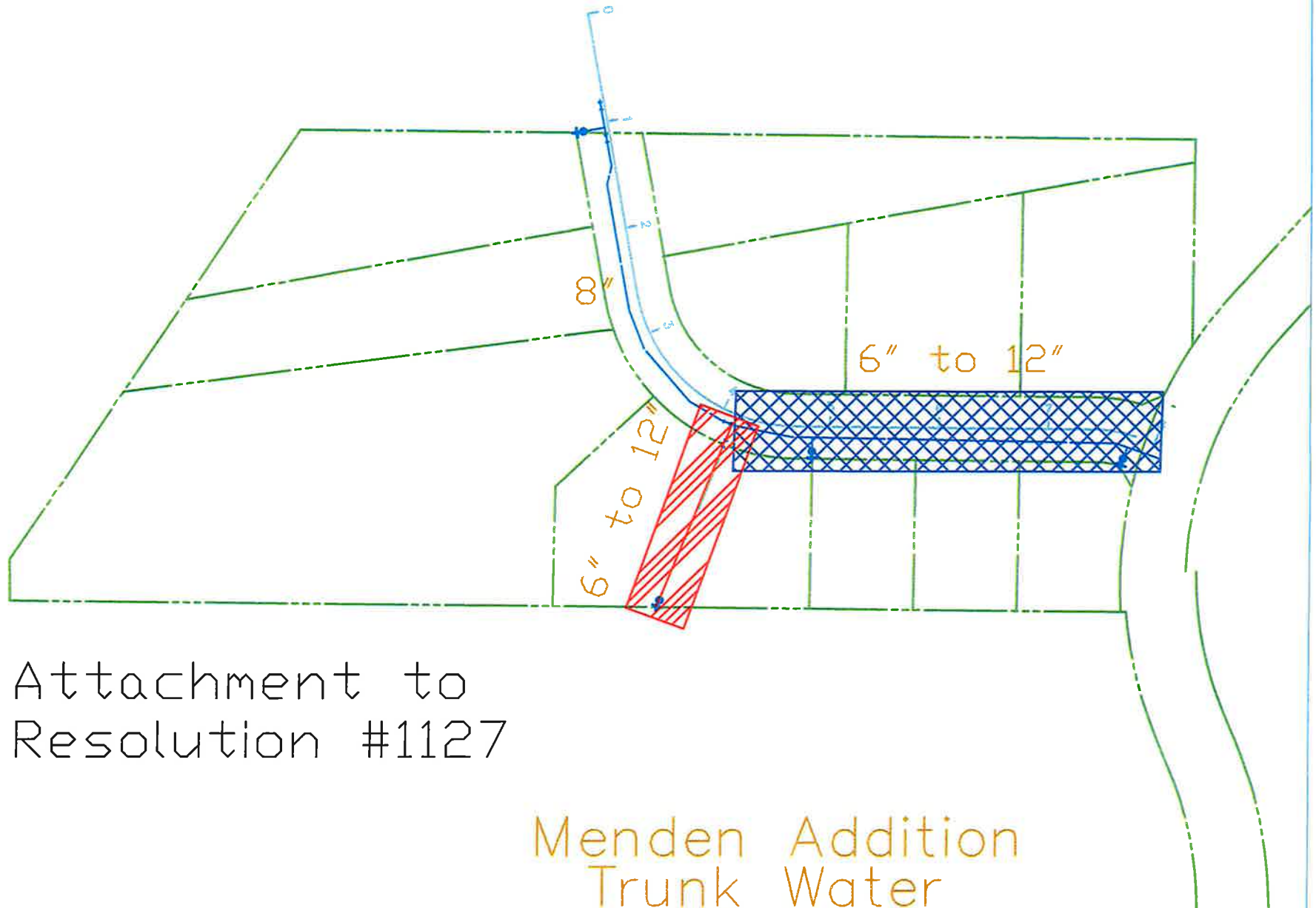
ATTEST:

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Commission Secretary: John R. Crooks









Attachment to  
Resolution #1127

Menden Addition  
Trunk Water  
Main Oversizing

**SHAKOPEE PUBLIC UTILITIES  
MEMORANDUM**

TO: John Crooks, Utilities Manager   
FROM: Joseph D. Adams, Planning & Engineering Director   
SUBJECT: Shakopee Public Schools Request for Waiver of Water Policies for Vaughn Field  
DATE: June 2, 2016

**ISSUE**

See attached letter from Michael Burlager, Finance Director for Shakopee Public Schools. Mr. Burlager on behalf of the school district is requesting relief from some of the Commission's standard policies for water service to the concession stand at Vaughn Field, the high school stadium located just south of Junior High West.

**BACKGROUND**

Vaughn Field is located on a separate legal parcel than Junior High West and currently does not have water service availability as defined by the Water Policy Manual. The current situation is the natural turf fields are irrigated with a private well and the stadium does not have formal restrooms and instead utilizes "porta-potties" and hauls water manually from the school building for the concessions.

The parcel fronts Vierling Drive and consists of the stadium which hosts high school football, soccer, track events and multiple softball fields. The parcel is irregular in shape and is approximately 31.60 acres in area.

To receive "water availability" as defined by Commission policy a parcel of land must have paid a Trunk Water Charge, which is typically applied and collected when public water mains are extended through or adjacent to the parcel. In addition, Commission policy requires a lateral water main system of pipes to be installed with number and sizes dictated by a combination of the development's specific site plan and needs along with Commission design criteria of minimum flow and pipe diameter for different zoning.

The only public water main installed alongside the parcel is located within Vierling Drive and the upper valley drainage way. This pipe is a 12 inch trunk water main that was installed by Gold Nugget Development for their Meadows West Additions located on the south side of Vierling Drive and was tied into a water main installed with the Community Center project. This water main was installed in 1995 with the Meadows West 2<sup>nd</sup> Addition plat and the Commission reimbursed Gold Nugget then for



the over sizing per the TWC policy. No credit was given for any lateral water main benefit to the parcel along the north side of Vierling Drive and no TWC was paid on its behalf by anyone at that time.

The Commission's TWC policy was amended for City parks when Huber Park was developed in 2005 to only apply the TWC for a limited area when providing water service to a park shelter/restroom and not necessarily the entirety of the park area. The TWC would be applied to all areas of a park that are irrigated with the public water supply, but in this case the school district plans to maintain their private well.

Tahpah Park's initial development predated the amended TWC policy and a special case was made and approved to allow water service without any TWC payment to a concession stand and for athletic field irrigation provided the irrigation controls limited operation to off peak times (this restriction predated the city wide sprinkling restrictions now in place). Subsequent expansions at Tahpah Park have resulted in a private irrigation well being installed, so that the public water supply no longer is the source water for the field irrigation.

## DISCUSSION

Vaughn Field has not required water service previously as described above. The question now is should the Commission require the standard lateral water main extensions across the parcel and apply a TWC to the parcel in whole or in part similar to a City park when providing water service to the new concession stand?

Water usage at the concession stand would be relatively minimal and intermittent as described in Mr. Burlager's request.

## REQUESTED ACTION

Staff is requesting the Commission review their water policies and provide direction on if they want to relax any of the provisions for Vaughn Field, specially the requirement to install lateral water main and pay a TWC applied to any or the entire parcel?



Director of Finance: Michael Burlager  
Buildings and Grounds Manager: Kain Smith

May 10, 2016

John Crooks  
Shakopee Public Utilities  
Shakopee, MN 55370

Re: ISD #720 – Shakopee Public Schools  
Vaughan Field Modification and Waiver Request

Dear John:

Per our discussion at the April 29, 2016 meeting at your office, Shakopee Public Schools is making the following requests as they relate to the Vaughan Field Improvements Project.


- Modification to the Trunk Water Charges being applied to Vaughan Field Site.
  - The Concessions Building is 1,050 SF and the only structure on the site that will be served with water. There are currently four (4) fixtures (one (1) three compartment sink, two (2) hand sinks; and one (1) floor sink planned in this structure.
  - The Met Council, per correspondence dated May 3, 2016 from Cory McCullough, has ruled that SAC determination will not be required due to no sanitary sewer connection to the City's existing system.
- Waiving the Later Water Requirement for the Vaughan Field Site.
  - This request is consistent with waivers made at City of Shakopee parks located in the city.
  - The facility will not have plumbed toilet facilities. Portable toilets will be provided during events and the Concessions Building will be a seasonal use only facility.
    - A holding tank will be utilized for any grey water generated by the concessions building. The holding tank will be pumped out as required.
    - The water service connecting to the Concessions building will have the ability to be shut off at the connection point to the water loop at West Junior High School and blown out when water is shut off to the facility between the dates of November 15<sup>th</sup> and April 15<sup>th</sup>.
    - Irrigation on the site is served by a District owned well. There is no plan to abandon this well and switch over to a system that would be served off of a domestic water service.

If you have any questions regarding the information above or require additional detail, please feel free to call me.

Sincerely,

Michael Burlager  
Director of Finance, Shakopee Public Schools

CC: File  
Chris Ziemer, ICS Consulting, Inc.

<b>Property Card</b>		Parcel ID Number 279120452	
<b>Taxpayer Information</b>			
Taxpayer Name ISD 720			
Mailing Address 1200 TOWN SQUARE SHAKOPEE MN 55379			
<b>Property Address</b>			
Address 100 17 AVE W			
City SHAKOPEE MN 55379			
		<b>Parcel Information</b>	
Uses	901 Schools-Public	GIS Acres	31.59249
		Tax Acres	31.61
		Plat	
		Lot	
		Block	
Tax Description	Section 12 Township 115 Range 023 N1/2 SE1/4 & SE1/4 NE1/4 COM SE COR OF NE1/4, N ALONG E LINE 150.10' TO POB, W'ERLY ALONG N LINE OF MEADOWS WEST 1ST ADDN TO INT OF W LINE E1/2 NE1/4, N ALONG W LINE 1008.99' S 89-53-57 E 1365.72' TO E LINE NE1/4, S ALON		
<b>Building Information</b>			
Building Style		Bedrooms	
Year Built		Bathrooms	
		Garage Sq ft	
<b>Miscellaneous Information</b>			
School District	Taxing District Code	Homestead Status	Green Acres Ag Preserve
720	2204	N	
<b>Assessor Information</b>			
Estimated Market Value	2015 Values (Payable 2016)		Last Sale
Land	\$3,477,100.00	Date of Sale	
Building	\$25,200.00	Sale Value	
Total	\$3,502,300.00		



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## Home ▾ Office - Water System Map

Details

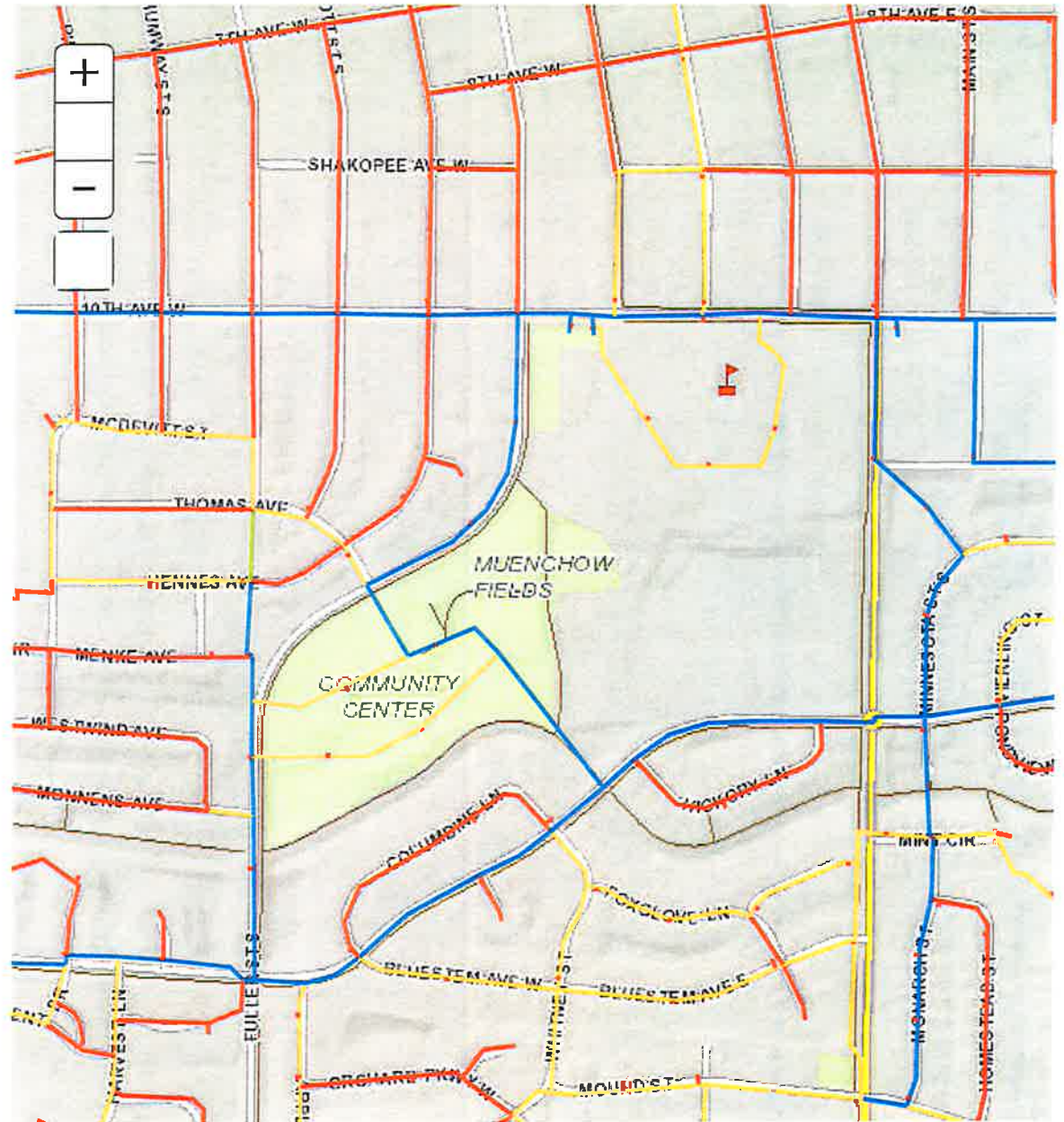
Basemap

About


Content

Legend

## Legend



**SHAKOPEE PUBLIC UTILITIES  
MEMORANDUM**

**TO:** SHAKOPEE PUBLIC UTILITIES COMMISSION  
**FROM:** JOHN R. CROOKS, UTILITIES MANAGER   
**SUBJECT:** MAY 2016 MMPA BOARD MEETING SUMMARY  
**DATE:** JUNE 2, 2016

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on May 24, 2016 in Shakopee, Minnesota.

Construction is moving ahead on MMPA's 46 MW Shakopee Energy Park. The project is on schedule for a Q2 2017 in-service date.

Sempra (the project developer) reports that construction is also progressing on the Black Oak Wind project. The facility is projected to be operational in Q4 2016. MMPA has a contract for 100% of the project's output, which is projected to be 300,000 MWh per year – approximately 20% of MMPA's annual energy needs.



**SHAKOPEE PUBLIC UTILITIES  
MEMORANDUM**

**TO: SHAKOPEE PUBLIC UTILITIES COMMISSION**  
**FROM: JOHN R. CROOKS, UTILITIES MANAGER**  
**SUBJECT: UTILITIES MANAGER'S SALARY RANGE**  
**DATE: JUNE 2, 2016**

As established and affirmed with Resolution #1022, the Utilities Manager will have a salary range for the position mutually agreed to by both parties.

As of May 16, 2016 the salary range shall be \$105,000 - \$187,500

The range was established using current salary data from the Minnesota Municipal Utilities Association, American Public Power Association, American Water Works Association and Trusight.





## SHAKOPEE PUBLIC UTILITIES COMMISSION

"Lighting the Way - Yesterday, Today and Beyond"

May 24, 2016

TO: John Crooks

CC: Joe Adams  
 Sherri Anderson  
 Kent Sanders  
 Lon Schemel  
 Sharon Walsh

FROM: Renee Schmid, Director of Finance and Administration

SUBJECT: Financial Results for April, 2016

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

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

- Total Utility Operating Revenues for the month of April totaled \$3.4 million and were unfavorable to budget by \$50k or 1.5%. Electric revenues were unfavorable to budget by \$54k or 1.7% driven by lower than plan power cost adjustment charges which were partially offset by higher than plan sales in all revenue groups. Water revenues were favorable to budget by \$4k or 1.7% driven by higher than plan water sales in the commercial and industrial revenue groups.
- Total operating expenses were \$3.1 million and were favorable to budget by \$0.1 million or 2.6%. Total purchased power expense in April was \$2.2 million and was \$134k or 6.5% higher than budget for the month driven by higher than plan sales. Total Operating Expense for electric including purchased power was favorable to budget by \$29k or 1.0% primarily due to lower than planned administrative and general expenses, depreciation, and timing of energy conservation expense and partially offset by higher than plan purchased power costs. Total Operating Expense for Water was \$315k and was favorable to budget by \$53k or 14.3% due to lower than planned expenditures in operations and maintenance expenses, administrative and general expenses, and depreciation expense.
- Total Utility Operating Income was \$265k and was \$31k favorable to budget due to lower than plan operating expenses that were partially offset by lower than plan revenues.





## SHAKOPEE PUBLIC UTILITIES COMMISSION

“Lighting the Way - Yesterday, Today and Beyond”

- Total Utility Non-Operating Expense was \$38k and was favorable to budget by \$34k due to higher than plan rental and miscellaneous income of \$32k and a \$2k gain on the trade in of equipment.
- Capital Contributions for April totaled \$44k and were unfavorable to budget by \$142k due to lower than plan collection of Trunk and Water Connection fees.
- Transfers to the City of Shakopee totaled \$180k and were lower than budget for the month by \$5k.
- Change in Net Position was \$167k and was unfavorable to budget by \$72k driven by lower than plan capital contributions and partially offset by higher operating income and non-operating revenue.
- Electric usage billed to customers in April was 29,595,589 KWH, a decrease from March usage billed at 32,249,202 kWh.
- Water usage billed to customers in April was 81.1 million gallons, an increase from March usage billed at 79.0 million gallons.

### Year to Date Financial Results – April, 2016

- Total Utility Operating Revenue year to date April was \$14.3 million and was very slightly unfavorable to budget by \$2k. Electric revenues were unfavorable to budget by \$20k or 0.2% and water revenues were favorable to budget by \$18k million or 1.9%.
- Total Utility Operating Expenses year to date April were \$12.5 million and were favorable to budget by \$1.2 million or 8.9% primarily due to lower than plan purchased power costs of \$0.1 million, timing of expenditures in energy conservation of \$0.5 million, water operation and maintenance of \$0.1 million, outside services \$0.2 million, employee benefits \$0.2 million, and depreciation \$0.1 million. Total Operating Expense for electric including purchased power was favorable to budget by \$1.0 million or 8.5%. Total Operating Expense for Water was also favorable to budget by \$0.2 million or 12.8%.
- Total Utility Operating Income was \$1.7 million and was favorable to budget by \$1.2 million driven by lower operating expenses of \$1.2 million.
- Total Utility Non-Operating Income was \$0.3 million and was favorable to budget by \$0.2 million due to higher than planned rental and miscellaneous income of \$63k, investment income of \$85k and a \$9k net gain on the sale and disposition of property.
- YTD Capital Contributions were \$467k and are unfavorable to budget by \$277k due to lower than planned collection of water connection fees of \$385k and lower than planned trunk fees of \$157k, offset by paid in capital contributions of \$265k.
- YTD Transfer to the City of Shakopee is \$719k and is lower than plan by \$21k or 2.8%. The actual estimated payment throughout the year is based on prior year results and will be trued up at the end of the year.
- YTD Change in Net Position is \$1.7 million and is favorable to budget by \$1.1 million reflecting lower than plan operating expense, higher than plan non-operating revenues, and partially offset by lower than plan capital contributions.

**SHAKOPEE PUBLIC UTILITIES**  
**MONTH TO DATE FINANCIAL RESULTS**  
**APRIL 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 - April 2016			Month to Date Budget - April 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)	
	\$						\$	%	\$	%	\$	%
<b>OPERATING REVENUES</b>	\$ 3,130,040	236,818	3,366,858	3,184,327	232,953	3,417,280	(54,288)	-1.7%	3,866	1.7%	(50,422)	-1.5%
<b>OPERATING EXPENSES</b>												
Operation, Customer and Administrative	2,611,698	204,002	2,815,699	2,629,261	251,098	2,880,359	17,563	0.7%	47,096	18.8%	64,659	2.2%
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	2,787,129	315,171	3,102,301	2,816,207	367,753	3,183,960	29,077	1.0%	52,581	14.3%	81,659	2.6%
Operating Income	342,910	(78,353)	264,557	368,120	(134,800)	233,320	(25,210)	-6.8%	56,447	41.9%	31,237	13.4%
<b>NON-OPERATING REVENUE (EXPENSE)</b>												
Rental and Miscellaneous	19,912	28,380	48,292	16,069	647	16,716	3,844	23.9%	27,733	4283.8%	31,577	188.9%
Interdepartment Rent from Water	7,500	-	7,500	7,500	-	7,500	-	0.0%	-	-	-	0.0%
Investment Income	9,025	1,399	10,424	9,700	753	10,453	(675)	-7.0%	646	85.7%	(29)	-0.3%
Interest Expense	(29,045)	(4)	(29,049)	(29,048)	(4)	(29,052)	3	0.0%	(0)	-0.6%	3	0.0%
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	2,100	-	2,100	-	-	-	2,100		-	-	2,100	
Total Non-Operating Revenue (Expense)	8,009	29,776	37,784	2,737	1,397	4,134	5,271	192.6%	28,379	2031.2%	33,650	813.9%
Income Before Contributions and Transfers	350,919	(48,577)	302,341	370,858	(133,403)	237,454	(19,939)	-5.4%	84,826	63.6%	64,887	27.3%
<b>CAPITAL CONTRIBUTIONS</b>	-	43,988	43,988	-	185,846	185,846	-	-	(141,859)	-76.3%	(141,859)	-76.3%
<b>TRANSFER TO MUNICIPALITY</b>	(109,592)	(70,000)	(179,592)	(112,146)	(72,912)	(185,058)	2,554	2.3%	2,912	4.0%	5,466	3.0%
<b>CHANGE IN NET POSITION</b>	\$ 241,327	(74,590)	166,737	258,711	(20,469)	238,243	(17,385)	-6.7%	(54,121)	-264.4%	(71,506)	-30.0%

# SHAKOPEE PUBLIC UTILITIES

## ELECTRIC OPERATING REVENUE AND EXPENSE

	MTD Actual April 2016	MTD Budget April 2016	MTD Actual v. Budget Better/(Worse)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Electricity				
Residential	\$ 1,086,957	1,117,748	(30,791)	-2.8%
Commercial and Industrial	1,961,679	1,987,425	(25,746)	-1.3%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	3,048,636	3,105,173	(56,537)	-1.8%
Forfeited Discounts	21,389	18,640	2,749	14.8%
Free service to the City of Shakopee	14,592	14,157	435	3.1%
Conservation program	45,423	46,358	(935)	-2.0%
Total Operating Revenues	3,130,040	3,184,327	(54,288)	-1.7%
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Purchased power	2,216,122	2,081,731	(134,391)	-6.5%
Distribution operation expenses	19,263	33,551	14,288	42.6%
Distribution system maintenance	46,147	67,673	21,526	31.8%
Maintenance of general plant	39,694	24,118	(15,577)	-64.6%
Total Operation and Maintenance	2,321,226	2,207,073	(114,153)	-5.2%
Customer Accounts				
Meter Reading	9,295	10,433	1,138	10.9%
Customer records and collection	47,438	44,789	(2,649)	-5.9%
Energy conservation	17,783	54,150	36,367	67.2%
Total Customer Accounts	74,516	109,372	34,856	31.9%
Administrative and General				
Administrative and general salaries	13,971	48,129	34,158	71.0%
Office supplies and expense	8,573	15,967	7,394	46.3%
Outside services employed	8,788	46,093	37,305	80.9%
Insurance	13,996	14,057	61	0.4%
Employee Benefits	138,291	147,637	9,345	6.3%
Miscellaneous general	32,335	40,933	8,598	21.0%
Total Administrative and General	215,955	312,816	96,861	31.0%
Total Operation, Customer, & Admin Expenses	2,611,698	2,629,261	17,563	0.7%
Depreciation	175,432	186,946	11,514	6.2%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 2,787,129	2,816,207	29,077	1.0%
<b>OPERATING INCOME</b>	<b>\$ 342,910</b>	<b>368,120</b>	<b>(25,210)</b>	<b>-6.8%</b>

# SHAKOPEE PUBLIC UTILITIES

## WATER OPERATING REVENUE AND EXPENSE

	MTD Actual April 2016	MTD Budget April 2016	MTD Actual v. Budget Better/(Worse)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Water	\$ 235,910	231,543	4,367	1.9%
Forfeited Discounts	908	1,410	(501)	-35.6%
Uncollectible accounts	-	-	-	-
Total Operating Revenues	<u>236,818</u>	<u>232,953</u>	<u>3,866</u>	<u>1.7%</u>
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Pumping and distribution operation	31,694	41,949	10,255	24.4%
Pumping and distribution maintenance	35,574	36,203	629	1.7%
Power for pumping	20,216	22,629	2,413	10.7%
Maintenance of general plant	2,897	1,990	(907)	-45.6%
Total Operation and Maintenance	<u>90,381</u>	<u>102,771</u>	<u>12,390</u>	<u>12.1%</u>
Customer Accounts				
Meter Reading	9,449	5,789	(3,661)	-63.2%
Customer records and collection	12,515	12,159	(356)	-2.9%
Energy conservation	-	-	-	-
Total Customer Accounts	<u>21,965</u>	<u>17,948</u>	<u>(4,017)</u>	<u>-22.4%</u>
Administrative and General				
Administrative and general salaries	11,139	31,479	20,339	64.6%
Office supplies and expense	3,070	6,391	3,321	52.0%
Outside services employed	6,356	12,948	6,591	50.9%
Insurance	4,665	4,686	20	0.4%
Employee Benefits	52,024	55,266	3,243	5.9%
Miscellaneous general	14,402	19,610	5,208	26.6%
Total Administrative and General	<u>91,656</u>	<u>130,380</u>	<u>38,723</u>	<u>29.7%</u>
Total Operation, Customer, & Admin Expenses	<u>204,002</u>	<u>251,098</u>	<u>47,096</u>	<u>18.8%</u>
Depreciation	111,170	116,655	5,485	4.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	<u>315,171</u>	<u>367,753</u>	<u>52,581</u>	<u>14.3%</u>
<b>OPERATING INCOME</b>	<u>\$ (78,353)</u>	<u>(134,800)</u>	<u>56,447</u>	<u>41.9%</u>

**SHAKOPEE PUBLIC UTILITIES**  
**YEAR TO DATE FINANCIAL RESULTS**  
**APRIL 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 - April 2016			Year to Date Budget - April 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)	
	\$			\$			\$	%	\$	%	\$	%
<b>OPERATING REVENUES</b>	\$ 13,299,752	950,275	14,250,027	13,319,859	932,311	14,252,170	(20,107)	-0.2%	17,964	1.9%	(2,143)	0.0%
<b>OPERATING EXPENSES</b>												
Operation, Customer and Administrative	10,528,724	871,436	11,400,160	11,519,267	1,042,392	12,561,659	990,543	8.6%	170,955	16.4%	1,161,499	9.2%
Depreciation	701,728	444,679	1,146,407	747,785	466,620	1,214,405	46,058	6.2%	21,941	4.7%	67,998	5.6%
Amortization of Plant Acquisition	-	-	-	-	-	-	-	0.0%	-	-	-	0.0%
Total Operating Expenses	11,230,452	1,316,115	12,546,567	12,267,052	1,509,011	13,776,064	1,036,601	8.5%	192,896	12.8%	1,229,497	8.9%
Operating Income	2,069,300	(365,840)	1,703,460	1,052,807	(576,700)	476,106	1,016,494	96.6%	210,860	36.6%	1,227,354	257.8%
<b>NON-OPERATING REVENUE (EXPENSE)</b>												
Rental and Miscellaneous	92,426	124,435	216,860	64,274	90,063	154,337	28,152	43.8%	34,372	38.2%	62,524	40.5%
Interdepartment Rent from Water	30,000	-	30,000	30,000	-	30,000	-	0.0%	-	-	-	0.0%
Investment Income	104,725	22,088	126,813	38,800	3,014	41,814	65,925	169.9%	19,074	632.8%	84,999	203.3%
Interest Expense	(117,605)	(15)	(117,620)	(117,601)	(15)	(117,616)	(4)	0.0%	0	0.5%	(4)	0.0%
Amortization of Debt Issuance Costs and Loss on Refunding	(5,934)	-	(5,934)	(5,934)	-	(5,934)	-	0.0%	-	0.0%	-	0.0%
Gain/(Loss) on the Disposition of Property	852	7,770	8,622	-	-	-	852	0.0%	7,770	-	8,622	-
Total Non-Operating Revenue (Expense)	104,464	154,278	258,742	9,539	93,062	102,601	94,925	995.1%	61,216	65.8%	156,141	152.2%
Income Before Contributions and Transfers	2,173,764	(211,563)	1,962,201	1,062,346	(483,639)	578,707	1,111,419	104.6%	272,076	56.3%	1,383,494	239.1%
<b>CAPITAL CONTRIBUTIONS</b>	264,562	201,956	466,518	-	743,386	743,386	264,562	-	(541,430)	-72.8%	(276,868)	-37.2%
<b>TRANSFER TO MUNICIPALITY</b>	(438,790)	(280,665)	(719,455)	(448,585)	(291,647)	(740,232)	9,795	2.2%	10,982	3.8%	20,777	2.8%
<b>CHANGE IN NET POSITION</b>	\$ 1,999,537	(290,272)	1,709,265	613,761	(31,900)	581,861	1,385,775	225.8%	(258,372)	-809.9%	1,127,404	193.8%



# SHAKOPEE PUBLIC UTILITIES

## ELECTRIC OPERATING REVENUE AND EXPENSE

	YTD Actual April 2016	YTD Budget April 2016	YTD Actual v. Budget Better/(Worse)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Electricity				
Residential	\$ 4,901,642	4,988,211	(86,569)	-1.7%
Commercial and Industrial	8,069,927	8,002,583	67,344	0.8%
Uncollectible accounts	-	-	-	-
Total Sales of Electricity	12,971,570	12,990,794	(19,225)	-0.1%
Forfeited Discounts	76,456	74,558	1,897	2.5%
Free service to the City of Shakopee	58,368	56,628	1,740	3.1%
Conservation program	193,358	197,878	(4,520)	-2.3%
Total Operating Revenues	13,299,752	13,319,859	(20,107)	-0.2%
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Purchased power	9,108,956	9,215,147	106,191	1.2%
Distribution operation expenses	133,168	134,205	1,037	0.8%
Distribution system maintenance	213,037	270,694	57,657	21.3%
Maintenance of general plant	149,412	96,471	(52,941)	-54.9%
Total Operation and Maintenance	9,604,572	9,716,516	111,944	1.2%
Customer Accounts				
Meter Reading	36,487	41,732	5,245	12.6%
Customer records and collection	172,859	179,154	6,295	3.5%
Energy conservation	(332,385)	216,601	548,986	253.5%
Total Customer Accounts	(123,039)	437,487	560,527	128.1%
Administrative and General				
Administrative and general salaries	180,245	192,516	12,271	6.4%
Office supplies and expense	58,390	63,870	5,480	8.6%
Outside services employed	59,217	184,371	125,154	67.9%
Insurance	55,986	56,230	244	0.4%
Employee Benefits	569,358	704,547	135,189	19.2%
Miscellaneous general	123,995	163,730	39,736	24.3%
Total Administrative and General	1,047,191	1,365,264	318,073	23.3%
Total Operation, Customer, & Admin Expenses	10,528,724	11,519,267	990,543	8.6%
Depreciation	701,728	747,785	46,058	6.2%
Amortization of plant acquisition	-	-	-	0.0%
Total Operating Expenses	\$ 11,230,452	12,267,052	1,036,601	8.5%
<b>OPERATING INCOME</b>	<b>\$ 2,069,300</b>	<b>1,052,807</b>	<b>1,016,494</b>	<b>96.6%</b>

# SHAKOPEE PUBLIC UTILITIES

## WATER OPERATING REVENUE AND EXPENSE

	YTD Actual April 2016	YTD Budget April 2016	YTD Actual v. Budget Better/(Worse)	
			\$	%
<b>OPERATING REVENUES</b>				
Sales of Water	\$ 946,230	926,673	19,557	2.1%
Forfeited Discounts	4,044	5,638	(1,594)	-28.3%
Uncollectible accounts	1	-	1	-
Total Operating Revenues	950,275	932,311	17,964	1.9%
<b>OPERATING EXPENSES</b>				
Operations and Maintenance				
Pumping and distribution operation	140,867	167,797	26,930	16.0%
Pumping and distribution maintenance	86,270	144,811	58,541	40.4%
Power for pumping	84,709	90,516	5,807	6.4%
Maintenance of general plant	14,220	7,960	(6,260)	-78.6%
Total Operation and Maintenance	326,065	411,083	85,018	20.7%
Customer Accounts				
Meter Reading	31,160	23,155	(8,006)	-34.6%
Customer records and collection	47,511	48,636	1,124	2.3%
Energy conservation	-	-	-	-
Total Customer Accounts	78,672	71,790	(6,882)	-9.6%
Administrative and General				
Administrative and general salaries	111,086	125,915	14,829	11.8%
Office supplies and expense	22,890	25,565	2,675	10.5%
Outside services employed	24,107	51,790	27,683	53.5%
Insurance	18,662	18,743	81	0.4%
Employee Benefits	211,014	259,065	48,051	18.5%
Miscellaneous general	78,942	78,440	(501)	-0.6%
Total Administrative and General	466,700	559,518	92,818	16.6%
Total Operation, Customer, & Admin Expenses	871,436	1,042,392	170,955	16.4%
Depreciation	444,679	466,620	21,941	4.7%
Amortization of plant acquisition	-	-	-	-
Total Operating Expenses	\$ 1,316,115	1,509,011	192,896	12.8%
<b>OPERATING INCOME</b>	<b>\$ (365,840)</b>	<b>(576,700)</b>	<b>210,860</b>	<b>36.6%</b>