

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
September 7, 2021
at 5:00 PM

To watch this meeting live click or copy the link: <https://tinyurl.com/SPU-YouTube-Live>

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
 - a. **Roll Call**
2. **Communications**
3. **Consent Agenda**
 - C=> 3a) Approval of the August 2, 2021 Minutes (GD)
 - C=> 3b) Approval of September 7, 2021 Agenda (KM)
 - C=> 3c) August 5, 2021 Warrant List
Account Credit Request/Deposit Refunds (JM)
 - C=> 3d) August 16, 2021 Warrant List (JM)
 - C=> 3e) September 7, 2021 Warrant List (JM)
 - C=> 3f) MMPA August Meeting Update (GD)
 - C=> 3g) 2021 Rhythm of the Rails Marketing Report (SW)
 - C=> 3h) Levee Drive Duct Bank Change Order No.1 (BC)
 - C=> 3i) Hansen Avenue Change Order No.2 (LS)
 - C=> 3j) Res#2021-16 Resolution Setting the Amount of the Trunk Water Charge,
Approving of Its Collection and Authorizing Water Service to Certain Property in
Windermere South 5th Addition (JA)
4. **Liaison Report** (JB)
5. **Public Comment Period.** The public comment period provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments should **not** exceed five minutes. The SPU President may adjust that time limit based upon the number of persons seeking to comment. This comment period may not be used to make personal attacks, to air personality grievances, or for political endorsements or campaigns. The public comments are intended for informational purposes only; Commissioners will not enter into a dialogue with commenters, and questions from Commissioners will be for clarification only.
6. **General Manager Report**
 - 6a) General Manager Report – Verbal (GD)
7. **Reports: Water Items**
 - 7a) Water System Operations Report – Verbal (LS)
 - 7b) Copper vs Plastic Water Services (LS)
 - 7c) Water Level Comparisons (LS)

8. **Reports: Electric Items**
 - 8a) Electric System Operations Report – Verbal (BC)
 - 8b) Electric Vehicle Charging Stations (BC)

9. **Reports: Human Resources**

10. **Reports: General**
 - 10a) Marketing/Customer Service Report – Verbal (SW)
 - 10b) Water & Electric Project Updates (JA)
 - 10c) Classification and Compensation Study (GD)

11. **Items for Future Agendas**

12. **Tentative Dates for Upcoming Meetings***
 - September 20, 2021
 - October 4, 2021
 - October 18, 2021
 - November 1, 2021

13. **Adjournment**

* SPU employees plan to hold a pot-luck picnic on September 9, 2021 at 5:30 PM at 33262 303rd Ave, LeSueur, Minnesota 56058. A quorum of Commissioners may be present.

MINUTES OF THE
SHAKOPEE PUBLIC UTILITIES COMMISSION

August 2, 2021

Regular Meeting

1. Call to Order. President Mocol called the August 2, 2021 meeting of the Shakopee Public Utilities Commission to order at 5:00 P.M. President Mocol, Vice President Fox, Commissioner Brennan, and Commissioner Krieg were present. Commissioner Letourneau was absent.
2. Communications. President Mocol announced that the August 16, 2021 Commission meeting has been canceled. In addition, the downtown businesses asked that SPU post a link to a press release from Southern Valley Alliance (SVA) or www.svamn.org on the website.
3. Approval of Consent Agenda. Vice President Fox moved approval of the consent agenda. Commissioner Krieg seconded the motion. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried. The approved items were: July 19, 2021 Minutes; August 2, 2021 Agenda; August 2, 2021 Warrant List; 2nd Quarter 2021 Financial Report; Annual Elections for the 2021- 2022 Insurance Policy; Consideration of Auditor Independence Policy and Request for Proposal for Audit Services; MMPA July Meeting Update; Resolution #2021-14: Resolution Setting the Amount of the Trunk Water Charge, Approving of Its Collection and Authorizing Water Service to Certain Property in Valley Crest 1st Addition; and Resolution #2021-15: Resolution Approving of the Estimated Cost of Pipe Oversizing on the Watermain Project for Valley Crest 1st Addition.
4. Liaison Report. Commissioner Brennan reported that the City approved the final plat of the Windermere South 5th Addition, and the final plat of the Valley Crest 1st Addition. She also stated that the City Council approved the Professional Services Agreement with WSB and Associates for the design and construction services of Maras, Hansen and 13th Avenue. The City Council reviewed the initial draft of the 2022 Capital Improvement Plan and will continue working on the budget until November. The Council discussed SPU's policy of using copper service lines from the home versus using plastic. This discussion will be brought back to the September 7, 2021 meeting.
5. Public Comment Period. No public comments were offered.
6. General Manager Report. Greg Drent, General Manager, gave an update on pending projects, including a second PILOT (Payment in Lieu of Taxes) meeting to be held on August 19, 2021 with the Mayor and the City Administrator. He also described a number of other pending projects. Mr. Drent reported that SPU provided mutual aid to Grand Rapids, which had over 60% of customers without power.
7. Water Report. Lon Schemel, Water Superintendent, noted that July was a good month and the average use was 10.7 million gallons; the high day was July 4 at 12.8 million gallons per day.

On July 29, northern Scott County went to severe drought condition. The SPU conservation plan is in effect all summer. SPU resumed its flushing program for one additional week and then stopped to preserve water.

Well #23 Design Report. Paul Herubin from Sambatek, Project Manager for Well #23 project design reported on the status. Well #23 is a vital piece of SPU's infrastructure. Design should be complete in early September, with construction in November and an expected completion date in February, 2022.

West Shakopee Substation. Joseph Adams, Planning and Engineering Director, reported that design is near-complete by Leidos. The in-service date is scheduled for November, 2022 and is one-half year ahead of when it will be needed.

8. Electric Report. Mr. Drent described two outages since the last Commission meeting. He provided an update on pending projects, including underground inspections, transformer needs, solar installations, duct bank work on Levee Drive, and other projects.

9. Customer Service/Marketing Update. Sharon Walsh, Marketing/Customer Relations Director, gave an update on Rhythm on the Rails; this week's theme is the benefit of being a local electric supplier and having a municipal supplier in the City. She also noted that 250 water surveys were completed in the last three weeks. Ms. Walsh stated that SPU has exhausted the supply of inventory with the old SPU logo so the new logo will start appearing on items. She noted that SPU will be adding a new PO Box to help separate items. Ms. Walsh provided an update on the Deposit Policy: there were 1449 accounts that were reviewed and 726 of them had more than 3 late payments; 723 accounts had good payment history and will be getting their deposits refunded. Ms. Walsh explained that the regular disconnects did not happen in July due to weather; the special disconnects are happening August 3 with 97 customers affected. She then explained "Opower", what it does for SPU, and how SPU saves 3.5-kilowatt hours. She noted that SPU has 29 medical customers on a medical plan and by state statute cannot be disconnected; a letter was sent to those customers telling them what needs to be done.

10. Late Payment Penalties and Credit Card Fees. Ms. Walsh gave an update on the status of lost revenues, and late payment and credit card fees that have not been assessed during COVID. Motion by Commissioner Brennan to return to assessing late fee penalties with a three-day grace period; seconded by Vice President Fox. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried.

Discussion continued with respect to reinstating a credit card fee of \$3.95. Motion by Commissioner Brennan, seconded by Vice President Fox to waive this fee. Ayes: Mocol, Fox, Brennan, Krieg. Nays: None. Motion carried.

11. Compensation and Benefits. President Mocol and Commissioner Krieg volunteered to be on the informal working group for compensation and benefits. They will begin meeting in early September.
12. Items for Future Agendas. No future agenda items were offered.
13. Adjourn. Motion by Vice President Fox, seconded by Commissioner Brennan, to adjourn to September 7, 2021 (Tuesday) meeting.. Ayes: Mocol, Fox, Brennan, and Krieg. Nays: None. Motion carried.

Greg Drent, Commission Secretary

AGENDA
SHAKOPEE PUBLIC UTILITIES COMMISSION
REGULAR MEETING
September 7, 2021
at 5:00 PM

To watch this meeting live click or copy the link: <https://tinyurl.com/SPU-YouTube-Live>

1. **Call to Order** at 5:00pm in the SPU Service Center, 255 Sarazin Street
 - a. **Roll Call**
2. **Communications**
3. **Consent Agenda**
 - C=> 3a) Approval of the August 2, 2021 Minutes (GD)
 - C=> 3b) Approval of September 7, 2021 Agenda (KM)
 - C=> 3c) August 5, 2021 Warrant List
Account Credit Request/Deposit Refunds (JM)
 - C=> 3d) August 16, 2021 Warrant List (JM)
 - C=> 3e) September 7, 2021 Warrant List (JM)
 - C=> 3f) MMPA August Meeting Update (GD)
 - C=> 3g) 2021 Rhythm of the Rails Marketing Report (SW)
 - C=> 3h) Levee Drive Duct Bank Change Order No.1 (BC)
 - C=> 3i) Hansen Avenue Change Order No.2 (LS)
 - C=> 3j) Res#2021-16 Resolution Setting the Amount of the Trunk Water Charge,
Approving of Its Collection and Authorizing Water Service to Certain Property in
Windermere South 5th Addition (JA)
4. **Liaison Report** (JB)
5. **Public Comment Period.** The public comment period provides an opportunity for the public to address the Commission on items that are not on the agenda. Comments should **not** exceed five minutes. The SPU President may adjust that time limit based upon the number of persons seeking to comment. This comment period may not be used to make personal attacks, to air personality grievances, or for political endorsements or campaigns. The public comments are intended for informational purposes only; Commissioners will not enter into a dialogue with commenters, and questions from Commissioners will be for clarification only.
6. **General Manager Report**
 - 6a) General Manager Report – Verbal (GD)
7. **Reports: Water Items**
 - 7a) Water System Operations Report – Verbal (LS)
 - 7b) Copper vs Plastic Water Services (LS)
 - 7c) Water Level Comparisons (LS)

8. **Reports: Electric Items**
 - 8a) Electric System Operations Report – Verbal (BC)
 - 8b) Electric Vehicle Charging Stations (BC)

9. **Reports: Human Resources**

10. **Reports: General**
 - 10a) Marketing/Customer Service Report – Verbal (SW)
 - 10b) Water & Electric Project Updates (JA)
 - 10c) Classification and Compensation Study (GD)

11. **Items for Future Agendas**

12. **Tentative Dates for Upcoming Meetings***
 - September 20, 2021
 - October 4, 2021
 - October 18, 2021
 - November 1, 2021

13. **Adjournment**

* SPU employees plan to hold a pot-luck picnic on September 9, 2021 at 5:30 PM at 33262 303rd Ave, LeSueur, Minnesota 56058. A quorum of Commissioners may be present.

SHAKOPEE PUBLIC UTILITIES COMMISSION

Warrant List
 Account Credit Request/Deposit Refunds
 August 5, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

| | |
|--------------------------------|-------------|
| ALBERTSON, ANNETTE | \$28.80 |
| ANDERSON, TROY RALPH | \$67.80 |
| ANDRESEN-SCHMIDT, LORI | \$21.07 |
| BAH, ISATOU & ALPHA | \$86.31 |
| BLUME, NICOLE | \$34.20 |
| BORDES, JACQUELYN | \$45.00 |
| BROWN, JAMES T | \$5.30 |
| BRUCE, JULIE A | \$67.07 |
| BUCHANAN, BRADLEY | \$3.81 |
| CARPENTER, KEITH A | \$31.56 |
| CHATTERJEE, SUMON & SANHITA | \$55.22 |
| CITIES EDGE MOTORSPORTS | \$301.53 |
| CITY OF SHAKOPEE-SWIMMING POOL | \$24,120.33 |
| DECO SHAKOPEE LLC | \$17.53 |
| DECO SHAKOPEE LLC | \$15.41 |
| DIALLO, MAMADOU CHERIF | \$52.23 |
| DONNAY HOMES | \$73.40 |
| DUBOVOY, VIKTOR N | \$6.40 |
| EGGENBERGER, AMANDA | \$2.72 |
| EVENSON, BRAD & LISA | \$2.13 |
| FIELDSTONE FAMILY HOMES | \$17.49 |
| FIELDSTONE FAMILY HOMES | \$2.61 |
| FIGUEROA, LILIANA | \$69.10 |
| FORREY, MICHAEL C | \$25.64 |
| GAGNON, NOAH | \$10.44 |
| GEROLD, ELIZABETH A | \$150.00 |
| GIESEN, MEGAN | \$0.34 |
| GOETZE, TIMOTHY | \$86.72 |
| GUDIM, JASON | \$127.23 |
| HARDER, GARY & JANE | \$5.30 |
| HAREIN, JOSHUA | \$58.35 |
| HIBLE, KARA | \$27.06 |
| HINKLE, JASON | \$5.30 |
| HOFFERT, SHARON & ALAN | \$45.60 |
| ISD #720-HIGH SCHOOL | \$131.41 |
| JEWETT, MARY ANN | \$272.81 |
| JOHNSON, WADE | \$14.31 |
| KENDALL, TREVOR | \$90.19 |
| KING, DEBRA L | \$25.00 |
| KRELL, GORDON D | \$107.70 |
| KREUSER, FRANCIS | \$57.45 |
| LAFFRENZEN, JOSHUA | \$15.39 |
| LARSON, DAVE & TARA | \$65.90 |
| LINK, CHRISTOPHER | \$5.99 |
| LU, LOC THANH | \$80.77 |

| | |
|-------------------------------|----------|
| MANGAN, STEVEN H | \$5.30 |
| MOSS, CHRISTINA | \$71.44 |
| MUTHUI, SAMWEL & SARAH | \$57.91 |
| MY PILLOW INC | \$60.90 |
| OKHMAN, VITALIY & YEVGENIYA | \$9.60 |
| PAMBUENA, MARIEGOLD F & DUX A | \$68.40 |
| PETERSON, MEGAN | \$50.00 |
| PIRAM, KAITLIN | \$15.70 |
| PULTE HOMES OF MN | \$16.02 |
| PULTE HOMES OF MN | \$30.27 |
| RAHMAN, NICK | \$31.68 |
| REISDORFF, GEORGE | \$137.03 |
| REMBOWICZ, BARBARA | \$88.45 |
| S & H FITNESS LLC | \$538.24 |
| SALINAS, JOSE A & ALMA L | \$20.62 |
| SANCHEZ-EVANGELISTA, ERIBERTA | \$31.51 |
| SCHNEIDER, PATRICIA | \$37.41 |
| SCOTT COUNTY - GOV CTR WEST | \$99.09 |
| SENSKE, JACQUELYN & BRIAN | \$68.80 |
| SMITH, TAMMY LB | \$61.50 |
| STIRZL, KATHERINE E | \$12.06 |
| TABAKOV, ARTEM | \$30.55 |
| WHISPERING HEIGHTS APTS LLC | \$1.71 |
| WILLS, TERRY J | \$58.90 |
| WOLCYN, CLINTON J | \$26.35 |
| WOLF, ABBY | \$23.55 |
| ZIKA, JEN | \$7.08 |

| | |
|-------|--------------------|
| TOTAL | <u>\$28,195.99</u> |
|-------|--------------------|


 Presented for approval by: Interim Director of Finance & Administration

 Approved by General Manager

 Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

August 16, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

| | |
|------------------------------------|--------------|
| Abdo, Eick & Meyers, LLP | \$19,342.75 |
| American Messaging Services, LLC | \$1,547.39 |
| APPA | \$335.00 |
| ARAMARK REFRESHMENT SERVICES INC | \$2,325.61 |
| ARROW ACE HARDWARE | \$63.84 |
| B & B TRANSFORMER INC | \$43.36 |
| BerganKDV | \$19,200.00 |
| BARRON, EDWARD | \$200.00 |
| BERGERSON-CASWELL INC | \$22,180.50 |
| BERNDTSON, ROBERT | \$142.24 |
| BIEBER, BRAD | \$350.00 |
| BIRDS LAWN CARE LLC | \$3,385.00 |
| BORDER STATES ELECTRIC SUPPLY INC | \$157,644.49 |
| BOUTELL, WENDY | \$150.00 |
| CASTREJON INC. | \$94,463.25 |
| CBT NUGGETS, LLC | \$1,286.35 |
| CENTERPOINT ENERGY | \$22.35 |
| CHIPOTLE MEXICAN GRILL OF COLORADO | \$5,443.00 |
| CHOICE ELECTRIC INC | \$230.00 |
| CITY OF SHAKOPEE | \$5,477.43 |
| CITY OF SHAKOPEE | \$487,958.43 |
| CITY OF SHAKOPEE | \$507.50 |
| CLIFTON TOWNHOMES | \$3,397.00 |
| CORE & MAIN LP | \$3,416.13 |
| CORY, JENEAN & BRENT | \$325.00 |
| PETER & KRISTIN CREAGER | \$500.00 |
| DAILY PRINTING, INC. | \$500.00 |
| DEL'S CONSTRUCTION COMPANY INC. | \$13,545.57 |
| DEWAELE, JEFFREY & KIRSTEN | \$197.99 |
| DICK'S/LAKEVILLE SANITATION INC | \$263.85 |
| DRENT, GREG | \$33.27 |
| EDSTROM, ANDREW | \$1,000.00 |
| EGERSETT, ALYSSA | \$200.00 |
| ENRIGHT, MIKE | \$153.19 |
| Formstack, LLC | \$1,188.00 |
| FLYTE HCM LLC | \$90.00 |
| FRONTIER ENERGY, INC. | \$5,747.39 |
| FURTHER | \$184.00 |
| GENERAL SECURITY SERVICES CORP | \$442.92 |
| GLYNN, MARTIN | \$23.00 |
| GOPHER STATE ONE-CALL | \$847.80 |
| GRAYBAR ELECTRIC COMPANY INC | \$653.15 |
| GULSTRAND, MICHELLE & DAVID | \$500.00 |
| HAMES, JAY | \$500.00 |
| HAWKINS INC | \$6,905.91 |
| HENNEN'S AUTO SERVICE, INC. | \$31.20 |
| HOWARD, TIMOTHY | \$200.00 |
| HRExpertiseBP LLC | \$4,275.00 |
| IMPACT MAILING OF MINNESOTA, INC. | \$13,535.39 |
| INTERSTATE POWER SYSTEMS INC | \$1,381.79 |
| JOHNSON, CHAR | \$500.00 |
| JOHNSON, NEIL | \$100.00 |
| Kaeser & Blair | \$1,921.81 |
| KAHLE, MATTHEW | \$82.90 |
| KLM ENGINEERING INC | \$2,600.00 |
| KUNZ, MEGAN | \$500.00 |
| KWAN, KINGWAH | \$350.00 |
| L S Engineers, Inc. | \$3,810.00 |
| LAMB, LORETTA | \$350.00 |
| LEAGUE OF MINNESOTA CITIES | \$97,192.00 |
| LESHOURE, BRONSON | \$1,000.00 |
| LOCATORS & SUPPLIES INC | \$453.66 |
| MAHARJAN, SUJAN | \$179.99 |
| MARK J TRAUT WELLS, INC | \$60,212.50 |
| MASTER MECHANICAL INC | \$2,985.00 |
| MENDEN, LINDA | \$500.00 |
| MEYER, RAY | \$175.00 |
| MICHEL'S CORPORATION | \$115,430.51 |
| MINN VALLEY TESTING LABS INC | \$415.00 |
| MINNESOTA RURAL WATER ASSOCIATION | \$255.00 |


SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

August 16, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

| | |
|--------------------------------------|----------------|
| MMPA c/o Avant Energy | \$4,416,883.87 |
| MMUA | \$1,395.00 |
| MN DEPT OF REVENUE ACH PAYMENTS | \$292,092.00 |
| NAPA AUTO PARTS | \$54.90 |
| NEVILLE, GERRY | \$97.44 |
| NEXUS A STRATOS COMPANY DBA COMPUTE | \$171.80 |
| NICKOLAY, CINDY | \$194.88 |
| NORTHERN STATES POWER CO. | \$4,008.57 |
| NYSTROM, CHRISTOPHER | \$320.00 |
| OHMANN, CHAD | \$1,000.00 |
| PEARSON, MACHELLE | \$304.00 |
| PLUNKETT'S PEST CONTROL, INC. | \$1,600.08 |
| PRIORITY 1 OUTDOORS INC. | \$378.22 |
| PUBLIC WORKS SALES HOLDINGS LLC | \$170.00 |
| PURRINGTON, PAUL | \$1,000.00 |
| REYNOLDS, JERROD | \$350.00 |
| SANDERS, AMANDA | \$500.00 |
| SCHILZ ORNAMENTAL IRON INC | \$35.00 |
| SCOTT CONGDON | \$211.53 |
| SENSIDYNE, LP | \$531.93 |
| SHAKOPEE POST OFFICE | \$500.00 |
| SHORT ELLIOTT HENDRICKSON INC | \$7,749.44 |
| SOUTHWEST NEWS MEDIA DBA DIV. OF RED | \$1,142.26 |
| SPAETH, THOMAS | \$500.00 |
| SUBRAMANIAN, NATARAJAN | \$179.99 |
| SWIFTCOMPLY US OPCO, INC | \$1,260.00 |
| THEIS, RICHARD & VICKI | \$150.00 |
| TRAN, THOMAS & GOLIA | \$50.00 |
| TRIPLETT, GREG | \$121.52 |
| TYCO FIRE & SECURITY (US) MGMT INC. | \$256.00 |
| ULINE, INC. | \$20.54 |
| VERIZON WIRELESS | \$1,503.71 |
| VESSCO, INC | \$2,085.00 |
| VIVID IMAGE, INC. | \$780.00 |
| VON BANK, JAMIE | \$186.69 |
| WERMERSKIRCHEN, TOM | \$500.00 |
| WINTER, JACOB | \$325.00 |
| WITHERINGTON, DOUG | \$1,000.00 |
| XCEL ENERGY | \$47.11 |


Presented for approval by: Interim Director of Finance & Administration

Approved by General Manager

Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

September 7, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

| | |
|--------------------------------------|--------------|
| ALLSTREAM BUSINESS US, INC | \$2,454.81 |
| AMARIL UNIFORM CO. | \$648.04 |
| ANDERSON, ELIAS | \$100.00 |
| ANDREA AMANDA RAMNAUTH | \$3,718.41 |
| ANNETTE STANEK dba A GRAPHIX DESIGN | \$5,438.75 |
| APPLE FORD OF SHAKOPEE | \$66.73 |
| ARROW ACE HARDWARE | \$95.98 |
| ASCHEMAN, MICHAEL | \$1,000.00 |
| BERNDTSON, ROBERT | \$228.48 |
| BORDER STATES ELECTRIC SUPPLY INC | \$6,133.13 |
| CALDWELL TANK, INC. | \$372,590.00 |
| CASTREJON INC. | \$51,976.25 |
| CENTERPOINT ENERGY | \$304.62 |
| CENTURY PROMOTIONAL ADVERTISING LLC | \$665.98 |
| CHOICE ELECTRIC INC | \$3,793.50 |
| CINTAS CORP. #754 | \$682.39 |
| CITY OF SHAKOPEE | \$187,000.00 |
| COMCAST CABLE COMMUNICATIONS, INC. | \$2.25 |
| CONCRETE CUTTING & CORING INC | \$26.83 |
| CORE & MAIN LP | \$14,703.13 |
| CROWE, NANCY | \$500.00 |
| CUSTOMER CONTACT SERVICES | \$555.57 |
| CZECH, STEVEN | \$350.00 |
| DAHLEN SIGN COMPANY | \$1,661.00 |
| DEWILD GRANT RECKERT AND ASSOCIATES | \$10,709.45 |
| DICK'S/LAKEVILLE SANITATION INC | \$264.44 |
| DIRCKS MICHAEL | \$350.00 |
| DRENT, GREG | \$79.30 |
| DUKE REALTY | \$16,180.00 |
| ENRIGHT, MIKE | \$59.77 |
| FINAL COAT PAINTING | \$234.21 |
| FRANZ REPROGRAPHICS, INC. | \$1,524.46 |
| FRONTIER ENERGY, INC. | \$2,000.00 |
| FURTHER | \$1,096.07 |
| GARCIA, LUIS | \$350.00 |
| GRAINGER | \$130.85 |
| GRAINGER | \$115.15 |
| GRATZ, DAVID | \$500.00 |
| GREYSTONE CONSTRUCTION CO | \$250.00 |
| HAWKINS INC | \$2,852.14 |
| HENNEN, ROGER | \$150.00 |
| HENNEN'S AUTO SERVICE, INC. | \$1,751.29 |
| HIIVALA, KIM AND MIKE | \$1,000.00 |
| HRExpertiseBP LLC | \$2,962.50 |
| INDELCO PLASTICS CORP | \$1,275.00 |
| INNOVATIVE OFFICE SOLUTIONS LLC | \$1,415.15 |
| INTERSTATE ALL BATTERY CTR | \$119.83 |
| INTERSTATE POWER SYSTEMS INC | \$376.84 |
| IRBY - STUART C IRBY CO | \$5,234.53 |
| IRBY TOOL & SAFETY | \$1,206.98 |
| JT SERVICES | \$35.94 |
| Kaeser & Blair | \$1,183.71 |
| KILKER, WESS | \$500.00 |
| KLEIN UNDERGROUND, LLC | \$5,308.75 |
| KLETZIN, NICOLE & JEREMY 1756 GOTLAN | \$200.00 |
| KNOPIK, ERIC & EMILY | \$500.00 |
| KRAMER, GREG | \$500.00 |
| LAZZARI, ANDREW & KRISTA | \$500.00 |
| LOCATORS & SUPPLIES INC | \$115.20 |
| MAHOWALD, KINDRA & DAVID | \$700.00 |
| MAKIS, DAVID | \$500.00 |
| MCGRANN SHEA CARNIVAL | \$8,352.65 |
| MCMANN, ANN | \$200.00 |
| MINN VALLEY TESTING LABS INC | \$782.00 |
| MINNEAPOLIS OXYGEN COMPANY | \$454.00 |
| MINNESOTA RURAL WATER ASSOCIATION | \$450.00 |
| MINNICH, ANGELA & ZACHARY | \$175.00 |
| NAGEL COMPANIES LLC | \$9,936.00 |
| NATARAJAN, HARIKRISHNA | \$175.00 |

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

September 7, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby
authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities

Commission:

| | |
|--------------------------------------|--------------|
| NCPERS GROUP LIFE INSURANCE | \$176.00 |
| NEVILLE, GERRY | \$146.16 |
| NEXUS A STRATOS COMPANY DBA COMPUTEX | \$1,321.24 |
| NICHOLS, WILLIAM | \$200.00 |
| NICKOLAY, CINDY | \$278.32 |
| PAYMENTUS CORPORATION | \$25,848.80 |
| PEARSON, MACHELLE | \$185.00 |
| PERRY, LINDA & BERNARD | \$500.00 |
| PITNEY BOWES INC | \$1,214.52 |
| POMP'S TIRE SERVICE INC | \$865.53 |
| PUBLIC WORKS SALES HOLDINGS LLC | \$146.00 |
| RAMALA, RAVIBABU | \$200.00 |
| RESERVE ACCOUNT | \$2,000.00 |
| RIVER CITY APARTMENTS | \$301.00 |
| ROHAN, DAWN | \$175.00 |
| ROMANSKY, ROBERT | \$22.94 |
| Sauer, Steve | \$1,000.00 |
| SCHULTZ, CHRIS | \$10.00 |
| SCOTT COUNTY GOVT. CENTER WEST | \$36,298.00 |
| SCOTT COUNTY RECORDERS OFFICE | \$138.00 |
| SHAKOPEE CHAMBER OF COMMERCE | \$60.00 |
| SHERWIN WILLIAMS | \$82.90 |
| SHORT ELLIOTT HENDRICKSON INC | \$972.52 |
| SKEATE, PHILIP | \$175.00 |
| SORENSEN, BRIAN | \$175.00 |
| SOTELO, DOLLIE | \$1,000.00 |
| SPAHN, CHRISTOPHER T | \$500.00 |
| SPRINGER, MICHELLE | \$850.00 |
| TARGET CORPORATION SITE T1272 | \$2,587.00 |
| TEST GAUGE & BACKFLOW SUPPLY INC | \$120.62 |
| THURINGER, JEFF | \$500.00 |
| TRIPLETT, GREG | \$336.56 |
| TYCO FIRE & SECURITY (US) MGMT INC. | \$411.22 |
| VADEBONCOEUR, BRETT | \$500.00 |
| VALIANT, JESS | \$50.00 |
| VANGSNESS, SOFIA | \$1,000.00 |
| VERIZON CONNECT NWF INC. | \$475.39 |
| VERIZON WIRELESS | \$1,502.33 |
| WATER CONSERVATION SERVICE INC | \$374.97 |
| WELLS FARGO BANK MN NA | \$1,250.00 |
| WERMERSKIRCHEN, RYAN | \$228.22 |
| WESCO DISTRIBUTION INC | \$2,197.21 |
| WINDISH, DIANA | \$350.00 |
| WINDSCHITL, ANGELA 1691 NORDLAND | \$170.99 |
| XCEL ENERGY | \$4,467.91 |
| ZIEGLER INC | \$76.16 |
| | \$828,396.41 |

Presented for approval by: Interim Director of Finance & Administration

Approved by General Manager

Approved by Commission President

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

September 7, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

ALLSTREAM BUSINESS US, INC
AMARIL UNIFORM CO.
ANDERSON, ELIAS
ANDREA AMANDA RAMNAUTH
ANNETTE STANEK dba A GRAPHIX DESIGN

APPLE FORD OF SHAKOPEE
ARROW ACE HARDWARE

ASCHEMAN, MICHAEL
BERNDTSON, ROBERT
BORDER STATES ELECTRIC SUPPLY INC

CALDWELL TANK, INC.
CASTREJON INC.

CENTERPOINT ENERGY
CENTURY PROMOTIONAL ADVERTISING LLC
CHOICE ELECTRIC INC
CINTAS CORP. #754
CITY OF SHAKOPEE
COMCAST CABLE COMMUNICATIONS, INC.
CONCRETE CUTTING & CORING INC
CORE & MAIN LP
CROWE, NANCY
CUSTOMER CONTACT SERVICES
CZECH, STEVEN
DAHLEN SIGN COMPANY
DEWILD GRANT RECKERT AND ASSOCIATES
DICK'S/LAKEVILLE SANITATION INC
DIRCKS MICHAEL
DRENT, GREG
DUKE REALTY
ENRIGHT, MIKE
FINAL COAT PAINTING
FRANZ REPROGRAPHICS, INC.
FRONTIER ENERGY, INC.
FURTHER
GARCIA, LUIS
GRAINGER
GRAINGER
GRATZ, DAVID
GREYSTONE CONSTRUCTION CO
HAWKINS INC
HENNEN, ROGER
HENNEN'S AUTO SERVICE, INC.
HIVALA, KIM AND MIKE
HRExpertiseBP LLC
INDELCO PLASTICS CORP
INNOVATIVE OFFICE SOLUTIONS LLC
INTERSTATE ALL BATTERY CTR
INTERSTATE POWER SYSTEMS INC
IRBY - STUART C IRBY CO

IRBY TOOL & SAFETY
JT SERVICES
Kaeser & Blair
KILKER, WESS
KLEIN UNDERGROUND, LLC
KLETZIN, NICOLE & JEREMY 1756 GOTLAN
KNOPIK, ERIC & EMILY
KRAMER, GREG
LAZZARI, ANDREW & KRISTA
LOCATORS & SUPPLIES INC
MAHOWALD, KINDRA & DAVID
MAKIS, DAVID
MCGRANN SHEA CARNIVAL
MCMANN, ANN
MINN VALLEY TESTING LABS INC
MINNEAPOLIS OXYGEN COMPANY
MINNESOTA RURAL WATER ASSOCIATION
MINNICH, ANGELA & ZACHARY

\$2,454.81 Shak Sub, Pike Lake, S. Sub, and SPU
\$648.04 Clothing for J.H. - Water dept.
\$100.00 2021 Solar Rebate
\$3,718.41 Cleaning service for Sept.
\$5,438.75 B/W Conservation Ad, SPU Branded
Marketing, SPU Chamber Directory Ad,
SPU Business Card Designs, May bill
stuffer, 2021 Rate Brochure Revisions,
Jan. Feb, bill stuffer
\$66.73 Water dept. Trk #630 Oil change
\$95.98 Misc items , connector, screwdriver,
tape, coupling
\$1,000.00 2021 Res. Solar Rebate
\$228.48 258 Miles reimb.
\$6,133.13 CORNERGUARD FLNG NO HDWR, Bi
directional meters
\$372,590.00 Payment #5 for Tank 8 - WO#2259
\$51,976.25 Shakopee Duct Bank - Change order
WO#2239
\$304.62 Gas usage @ SPU
\$665.98 Shirts for B.C. & G.D. and J.H.
\$3,793.50 LED lights upgrade @ PH #3
\$682.39 Restock medicine cabinets,
\$187,000.00 Sept. Transfer Fee
\$2.25 Cable bill for lunchrooms
\$26.83 Autocut - Elec. Dept.
\$14,703.13 Iperl meters WO#2451
\$500.00 2021 Res. Cooling & Heating Rebate
\$555.57 8/24-9/20 Answering Service
\$350.00 2021 Res. Cooling & Heating Rebate
\$1,661.00 Tent, for Rhythm on the Rails
\$10,709.45 WO#2239 - Levee Duct Bank
\$264.44 Sept. garbage service
\$350.00 2021 Res. Energy Cooling & Heating
\$79.30 Travel/Meals & meeting with city reimb.
\$16,180.00 2021 LED Lighting Retrofit
\$59.77 UMMA Meter School reimb.
\$234.21 Meter refund Final Bill
\$1,524.46 Yearly Maintenance Agreement
\$2,000.00 P3 Subscription thru 8/31/21
\$1,096.07 June Flex dependent/vision reimb.
\$350.00 2021 Res. Cooling & Heating Rebate
\$130.85 Wasp and Hornet Killer, 14 oz. Aerosol
\$115.15 3' galvanized Elbow 90 degrees
\$500.00 2021 Res. Cooling & Heating Rebate
\$250.00 Refund Meter Deposit #49934189
\$2,852.14 240 gallons Polyphosphate
\$150.00 REIMB SAFETY BOOTS
\$1,751.29 Water dept. Trk 650 Tire repair
\$1,000.00 2021 Res. Solar Rebate
\$2,962.50 Aug. billing period
\$1,275.00 MULTI-PARAMETER TRANSMITTER
\$1,415.15 Office Supplies
\$119.83 12 Pack D cell batteries
\$376.84 Water dept. inspection
\$5,234.53 CABLE UG #4 STR ALUM STREET
LIGHT
\$1,206.98 blade 49-16-2774 Milwaukee tool
\$35.94 LED Lamps L6-A19D-9W-30K
\$1,183.71 Gold & Blue T-shirts
\$500.00 2021 Res. Cooling & Heating Rebate
\$5,308.75 Asphalt removal
\$200.00 IRRIGATION REBATE
\$500.00 2021 Res. Cooling & Heating Rebate
\$500.00 2021 Res. Cooling & Heating Rebate
\$500.00 2021 Res. Cooling & Heating Rebate
\$115.20 Safety vest
\$700.00 2021 Res. Cooling & Heating Rebate
\$500.00 2021 Res. Cooling & Heating Rebate
\$8,352.65 Municipal & Reg. Matters thru 7/31
\$200.00 2021 Res. Cooling & Heating Rebate
\$782.00 Nitrate & Nitrite
\$454.00 2021 LED Lighting Retrofit
\$450.00 Op. expo/training for T.B, J.H. & M.G.
\$175.00 2021 Res. Star appliance

SHAKOPEE PUBLIC UTILITIES COMMISSION

WARRANT LISTING

September 7, 2021

By direction of the Shakopee Public Utilities Commission, the Secretary does hereby authorize the following warrants drawn upon the Treasury of Shakopee Public Utilities Commission:

NAGEL COMPANIES LLC
NATARAJAN, HARIKRISHNA
NCPERS GROUP LIFE INSURANCE
NEVILLE, GERRY
NEXUS A STRATOS COMPANY DBA COMPUTEX
NICHOLS, WILLIAM

NICKOLAY, CINDY
PAYMENTUS CORPORATION
PEARSON, MACHELLE
PERRY, LINDA & BERNARD
PITNEY BOWES INC
POMP'S TIRE SERVICE INC
PUBLIC WORKS SALES HOLDINGS LLC
RAMALA, RAVIBABU
RESERVE ACCOUNT
RIVER CITY APARTMENTS
ROHAN, DAWN
ROMANSKY, ROBERT
Sauer, Steve
SCHULTZ, CHRIS
SCOTT COUNTY GOVT. CENTER WEST

SCOTT COUNTY RECORDERS OFFICE
SHAKOPEE CHAMBER OF COMMERCE
SHERWIN WILLIAMS
SHORT ELLIOTT HENDRICKSON INC

SKEATE, PHILIP
SORENSEN, BRIAN
SOTELO, DOLLIE
SPAHN, CHRISTOPHER T
SPRINGER, MICHELLE
TARGET CORPORATION SITE T1272
TEST GAUGE & BACKFLOW SUPPLY INC
THURINGER, JEFF
TRIPLETT, GREG
TYCO FIRE & SECURITY (US) MGMT INC.
VADEBONCOEUR, BRETT
VALIANT, JESS
VANGSNESS, SOFIA
VERIZON CONNECT NWF INC.
VERIZON WIRELESS
WATER CONSERVATION SERVICE INC
WELLS FARGO BANK MN NA
WERMERSKIRCHEN, RYAN
WESCO DISTRIBUTION INC
WINDISH, DIANA
WINDSCHITL, ANGELA 1691 NORDLAND
XCEL ENERGY
ZIEGLER INC

\$9,936.00 Stagecoach Rd. WO2507
\$175.00 2021 Res. Energy Star Appliance
\$176.00 Sept. nationwide premiums
\$146.16 104 Miles reimb.
\$1,321.24 VMware support & Subscription
\$200.00 IRRIGATION REBATE 496 HAMPTON CIR
\$278.32 218 Miles reimb.
\$25,648.80 July transaction fees
\$185.00 Aug. Drug testing collections
\$500.00 2021 Res. Cooling & Heating Rebate
\$1,214.52 3rd Qtr. lease on machine
\$865.53 Transforce AT2 tires #611
\$146.00 1 Automatic Air Release Valve
\$200.00 IRRIGATION REBATE
\$2,000.00 Replenish postage machine
\$301.00 201 LED Retrofit-Common Areas Interior
\$175.00 2021 Res. Star appliance
\$22.94 2 Green laser pointers for interactive
\$1,000.00 2021 Res. Solar Rebate
\$10.00 2021 Res. Appliance recycling
\$36,298.00 2021 New construction-Motor Drives/HVAC
\$138.00 Release of Easement under Res. #1278
\$60.00 SEPT LUNCHEON DRENT/WALSH
\$82.90 Gallon Paint
\$972.52 2018 Am Water Infrastructure thru 7/31 - WO2467
\$175.00 2021 Res. Energy Star Appliance
\$175.00 2021 Res. Energy Star Appliance
\$1,000.00 2021 Res. Solar Rebate
\$500.00 2021 Res. Cooling & Heating Rebate
\$850.00 2021 Res. Solar Rebate
\$2,587.00 2021 LED Lighting @ 1685 17th Ave. E.
\$120.62 Calibration/Re-Certification
\$500.00 2021 Res. Cooling & Heating Rebate
\$336.56 200 Miles reimb.
\$411.22 SERVICE CALL
\$500.00 2021 Res. Cooling & Heating Rebate
\$50.00 2021 Res. Energy Star Appliance
\$1,000.00 2021 Res. Solar Rebate
\$475.39 July Service fee
\$1,502.33 Cell phone usage 7/24-8/23
\$374.97 Leak locate Jefferson St.
\$1,250.00 4/1/21 - 6/30/21 Fed Res. Transitions
\$228.22 Meal reimb. for Meeting
\$2,197.21 T&B SL-5 SILICONE LUBRICANT-5 OZ
\$350.00 2021 Res. Cooling & Heating Rebate
\$170.99 IRRIGATION REBATE 1691
\$4,467.91 Gas usage 7/24-8/24/21 Amberglen
\$76.16 Couplings

\$828,396.41

Presented for approval by: Interim Director of Finance & Administration

Approved by General Manager

Approved by Commission President



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

To: SPU Commissioners
From: Greg Drent, General Manager
Date: August 30, 2021
Subject: MMPA August Meeting Update

A handwritten signature in black ink, appearing to read "Greg Drent", is written over the "From:" line.

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on August 24, 2021, at Chaska City Hall in Chaska, Minnesota and via videoconference.

The Board reviewed the Agency's financial and operating performance for July 2021.

The Board discussed the resurgence of COVID-19 and its effects on supply chains, labor markets, and inflation.

The Board discussed the framework for the Agency's long-term planning activities.

The Board discussed the status of the Walleye Wind project, a 110 MW wind farm in Southwestern Minnesota. MMPA has a long-term contract for all of the facility's output. The Minnesota Public Utilities Commission (PUC) is set to take action on Walleye Wind's request for a site permit and certificate of need on August 26.

Customer penetration of the Agency's residential Clean Energy Choice program remains at 3.7%, with a decrease of 24 customers from June to July.

Thanks



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

September 1, 2021

TO: Greg Drent, General Manager *GD*

FROM: Sharon Walsh, Director of Customer Relations and Marketing *SNW*

SUBJECT: 2021 Rhythm on the Rails Marketing Report

Overview

Please see the attached marketing report from the 2021 Rhythm on the Rails. Our goals as an Encore Sponsor were to educate the public on services provided by SPU, create a general awareness of SPU as a community member and address any questions or concerns of our customer base.

The event was well-attended, with more than 500 people stopping at our booth. Hundreds more were interacted with by staff going into the crowd. Customers who didn't stop or talk to us still saw our booth, which created thousands of impressions of the SPU logo and our presence at the event. A variety of SPU staff hosted the booth providing a broad range of subject matter expertise to the customers who did visit us. All scenarios combined, we achieved our sponsorship goals.

The attached Rhythm on the Rails Marketing Report summarizes the exposures we received as a sponsor of this event.

Action Required

No further action is required at this time. Staff recommends SPU participate as a sponsor in 2022.



SUMMER CONCERT SERIES®

2021 MARKETING REPORT



RHYTHM ON THE RAILS

was a free five week outdoor concert series taking place every Wednesday night on Lewis Street in Downtown Shakopee. The concert series featured live music, family fun, food and drink vendors and so much more!

TRAILER TRASH & BELFAST COWBOYS

JULY 14

WORLD ACCORDING TO GARTH

JULY 21

G.B. LEIGHTON

JULY 28

THE FABULOUS ARMADILLOS

AUGUST 04

I AM, HE SAID

AUGUST 11

ATTENDENCE

JULY 14

2,291 PEOPLE

JULY 21

4,342 PEOPLE

AUGUST 28

2,436 PEOPLE

AUGUST 04

5,235 PEOPLE

AUGUST 11

3,834 PEOPLE

**Attendance estimates based on ticket sales formula.*

3,627 AVERAGE ATTENDANCE!

ONLINE MARKETING EFFORTS

SOCIAL MEDIA



293,631

FACEBOOK IMPRESSIONS



175,138

FACEBOOK POST REACH

VIDEO



54,727

FACEBOOK PAID
VIDEO VIEWS



22,886

FACEBOOK ORGANIC
VIDEO VIEWS



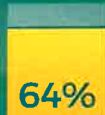
1,155

YOUTUBE
VIDEO VIEWS



167,752

PRE-ROLL
IMPRESSIONS



64%

VIEWER
ENGAGEMENT

WEBSITE



24,493

PAGE VISITS



20,899

UNIQUE VISITORS

COMMUNITY IMPACT

60+
TOTAL VOLUNTEERS

\$80,050
SPONSORSHIP DOLLARS RAISED

\$400,548
ECONOMIC IMPACT

THANK YOU 2021 SPONSORS

HEADLINE



OPENING ACT



BEVERAGE



VENTURE



ENCORE



STAGE



FAMILY FUN ZONE



SOUNDHECK



ANNOUNCEMENT COMING SOON

2022
RHYTHM
ON THE RAILS

SEE YOU NEXT SUMMER!

RHYTHM ON THE RAILS
EXPERIENCE MUSIC. EXPERIENCE DOWNTOWN.



WWW.RHYTHMONTHERAILS.COM



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

DATE: August 24, 2021

TO: Greg Drent, General Manager *GD*

FROM: Brad Carlson, Electric Superintendent *BTC*

Subject: Change Order No.1 Levee Drive Duct Bank Construction

Background: Elevation changes occurred after portions of the newly constructed Levee Drive duct bank was being installed. Extra work was needed in the lowering of three man holes along with a 200ft section of the duct bank in conflict with a storm drainage pipe. This change order also includes the additional installation of conduit needed for an existing electric feed point as part of this project.

Action: Approve change order No. 1 for Levee Drive Duct Bank Construction in the amount of \$17,753.72



763.450.2055 | Blaine, MN 55449

9201 Isanti St NE
Blaine, MN 55449

Invoice

| Date | Invoice # |
|-----------|-----------|
| 7/28/2021 | 4917 |

| |
|---|
| Bill To |
| Shakopee Utilities 255 Sarazin St, Shakopee, MN 55379 |

| Due Date | P.O. Number | Terms | Rep | Contract # |
|-----------|-------------|--------|-----|------------|
| 8/27/2021 | 100.00 | Net 30 | BC | |

| Description | Quantity | Price Each | Amount |
|---|----------|------------|----------|
| Location: Shakopee Duct Bank | | | |
| Working on install of fittings on west side and east side of manhole. 45 degree | 18 | | |
| 3 men for 8 hours on 7/21/21- 21 man hours | 1 | 3,339.60 | 3,339.60 |
| 3 men for 8 hours on 7/22/21- 21 man hours | 1 | 3,339.60 | 3,339.60 |
| 2 men for 5 hours on 7/23/21- 10 man hours | 1 | 2,226.40 | 2,226.40 |
| 7/7/21 2 men for 1 hour | 1 | 216.09 | 216.09 |
| 7/8/21 4 men for 3 hours job stoppage | 1 | 1,679.34 | 1,679.34 |
| 7/9/21 3 men 8 hours for stand by | 1 | 3,339.60 | 3,339.60 |
| 7/12/21 4 men 3 hours for stand by | 1 | 1,679.34 | 1,679.34 |
| 2" install from Fuller to Atwood | 380' | 4.25 | 1,615.00 |
| 2" installed from alley to new switch gear | 75' | 4.25 | 318.75 |
| Comments or Special Instructions: Man hours for fitting install and down time | | | |

Thank you for your business.

Total

\$17,753.72



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager *GD*

FROM: Lon R. Schemel, Water Superintendent *LRS*

SUBJECT: Hansen Avenue Change Order No. 2

DATE: August 26, 2021

Michels Corporation found 5 bends in the water main on Hansen Avenue that did not appear on any drawings. Michels advised SEH and SPU that this exceeded the number of bends that can be maneuvered reliably for the cast-in-place watermain lining. SPU directed Michels to attempt the lining knowing that there was a good chance of success. The lining was not intact after passing through the bends. Some sections of pipe and the bends needed to be re-lined. As a result, Michels Corporation is submitting change order no. 2 in the amount of \$32,541.09.

The Engineer's estimate for this project is \$397,350.00. Michels Corporation was the low bidder at \$294,312.00. Engineering provided by SEH Inc. is a not-to-exceed of \$62,800 bringing the total project to \$357,112.00. With the additions of the already approved change order no. 1 (\$10,398.80) and proposed change order no. 2 (\$32,541.09) the project total will be \$400,051.89. Funding is from the Reconstruction Fund with \$600,000.00 available in the 2021 CIP for this project. Staff requests that the Commission accepts change order no. 2 from Michels Corporation.



Michels Pipe Services

Contract Change Order No:

2

Date Initiated:

6/28/21

The following changes are requested for

Hansen Avenue Water Main Rehabilitation

(Owner's Job/Contract Number & Job Name)

between Michels Pipe Services and

Shakopee Public Utilities

(Owner's Name)

| Item # | Description | QTY | Unit | Price | Extended |
|---------------------------|------------------------------------|-----|------|--------------|--------------------|
| 1 | Additional Dewatering - Minger | 1 | LS | \$ 17,100.00 | \$ 17,100.00 |
| 2 | Additional Pressure Test - Michels | 1 | LS | \$ 14,586.09 | \$ 14,586.09 |
| 3 | 5% Markup On Subcontractor | 1 | LS | \$ 855.00 | \$ 855.00 |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| | | | | | \$ - |
| Total This Request | | | | | \$32,541.09 |

| | |
|----------------------------|----------------------|
| Original Contract Amount | \$ 294,312.00 |
| Previous Change Orders | \$ 10,398.80 |
| This Change Order | \$ 32,541.09 |
| New Contract Amount | \$ 337,251.89 |

By signing on the line provided, you are approving this change order request.

Michels Pipe Services Signature

Project Owner Signature

(Signature of Project Manager)

(Signature of Owner)

8/2/21

(Date)

(Date)

| Description | Name | Unit | Total Regular Time Hours | Total OT Hours | Regular Time Subtotal | Overtime Subtotal | Per Diem (Daily) | Total | Notes |
|--|----------------|------|--------------------------|----------------|-----------------------|-------------------|------------------|--------------------|-----------------------|
| 6/30/21 & 7/1/21 Additional Pressure Test | | | | | | | | | |
| Foreman | Rickey Endlich | HR | 16 | 0 | \$1,861.20 | \$0.00 | \$ - | \$1,861.20 | |
| Laborer | Terri Williams | HR | 16 | 7 | \$1,761.94 | \$889.99 | \$ - | \$2,651.92 | |
| Laborer | Jake Janda | HR | 16 | 7 | \$1,761.94 | \$889.99 | \$ - | \$2,651.92 | |
| Laborer | Jon Upson | HR | 16 | 7 | \$1,761.94 | \$889.99 | \$ - | \$2,651.92 | |
| Laborer | John Rosa | HR | 16 | 7 | \$1,761.94 | \$889.99 | \$ - | \$2,651.92 | |
| Equipment | | | | | | | | | |
| TV Truck | E1293 | HR | 16 | | \$27.50 | | \$ - | \$440.00 | |
| F250 | B3902 | HR | 16 | | \$11.20 | | \$ - | \$179.20 | |
| F550 | F1198 | HR | 16 | | \$11.55 | | \$ - | \$184.80 | |
| Subcontractor & Materials | | | | | | | | | |
| Minger Construction | | LS | 1 | 0 | \$17,100.00 | \$0.00 | \$ - | \$17,100.00 | Additional Dewatering |
| 5% Markup on Subcontractor | | | | | | | | \$855.00 | |
| Rausch Quick Lock End Seal | | Ea | 2 | 0 | \$656.60 | \$0.00 | \$ - | \$1,313.20 | Michels Installed |
| TOTAL | | | | | | | | \$32,541.09 | |

Wednesday, June 30, 2021

7:00 AM- 5:00 PM

Status: Transferred

Foreman: RICKEY A ENDLICH

Project Manager: WILLIAM SCOTT GRAMS

Business Unit: Pipe Services Midwest North

Weather: Sunny, Hot

Temperature: 0

JSA Form Completed: Yes

Incident Report: No

Confined Space Permit: No

Work Site Details: Pressure test from pit B to new pit. Test 1:35-3:35. Passed. No loss. Installed last end seal in pit B. Laid out hydrant hose for tomorrow.

Field Log 786252

printed on 8/2/2021 3:42 PM

Field Log Totals

| | |
|-----------|-------------|
| Employee | 41.00 HR |
| | 32.00 HR RT |
| | 9.00 HR OT |
| Equipment | 40.00 HR |

[21010214] Shakopee, MN

Labor Rate Class: LIUNA (MN) 563 CIP

Job Totals

| | |
|-----------|-------------|
| Employee | 41.00 HR |
| | 32.00 HR RT |
| | 9.00 HR OT |
| Equipment | 40.00 HR |

Production Accounts

| [0000016011] Mob/Demob 100% - MOBILIZATION | | 0.00 LS | [0120086041] Pressure Testing - 12" CIPP WATER MAIN LINING | | 357.00 LF |
|--|----------|---------|--|-----------|-----------|
| Yard | No | | Yard | No | |
| Orig. Est. Qty. | 1.00 LS | | Orig. Est. Qty. | 800.00 LF | |
| C/O Qty. | 0.00 LS | | C/O Qty. | 0.00 LF | |
| Estimated Qty. | 1.00 LS | | Estimated Qty. | 800.00 LF | |
| Reported Qty. | 0.00 LS | | Reported Qty. | 449.00 LF | |
| Remaining Qty. | 1.00 LS | | Remaining Qty. | (6.00) LF | |
| Employee Hours | 15.00 HR | | Employee Hours | 26.00 HR | |
| Equipment Hours | 20.00 HR | | Equipment Hours | 20.00 HR | |

Overhead Accounts

[61OH - REIMB NONTXBL DAILY] 0000006093 \$355.00

Employee \$355.00

Resources

Employees

17 FOREMAN
 Labor Rate Class: NON UNION EMPLOYEES
 First Name: RICKEY A
 Last Name: ENDLICH
 [0120086041] Pressure Testing - 12" CIPP WATER 8.00 HR
 MAIN LINING
 [61OH - REIMB NONTXBL DAILY] 0000006093 \$100.00
Total Hours 8.00 HR

113 LABORER
 Labor Rate Class: LIUNA (MN) 563 CIP
 First Name: JACOB A
 Last Name: JANDA
 Home Local: LIUNA 113
 [0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR
 [0120086041] Pressure Testing - 12" CIPP WATER 3.00 HR
 MAIN LINING 3.00 HR OT
 [61OH - REIMB NONTXBL DAILY] 0000006093 \$85.00
Total Hours 11.00 HR

113 LABORER
 Labor Rate Class: LIUNA (MN) 563 CIP
 First Name: JOHN A
 Last Name: ROSA
 Home Local: LIUNA 113
 [0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR
 [0120086041] Pressure Testing - 12" CIPP WATER 3.00 HR
 MAIN LINING 3.00 HR OT
 [61OH - REIMB NONTXBL DAILY] 0000006093 \$85.00
Total Hours 11.00 HR

113 LABORER
 Labor Rate Class: LIUNA (MN) 563 CIP
 First Name: JON MICHAEL
 Last Name: UPSON
 Home Local: LIUNA 113
 [0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR
 [0120086041] Pressure Testing - 12" CIPP WATER 3.00 HR
 MAIN LINING 3.00 HR OT
 [61OH - REIMB NONTXBL DAILY] 0000006093 \$85.00
Total Hours 11.00 HR

Equipment

B3902 [2020 FORD F250 CREWCAB]

Equipment Type: TRUCK PICKUP MED

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**D3147 [2016 WELLS CARGO EW1625]**

Equipment Type: TRAILER ENCLOSED 16-24'

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**E1293 [2014 MERCEDES 3500]**

Equipment Type: TRUCK TV

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**F1198 [2020 FORD F550 CREWCAB]**

Equipment Type: TRUCK FLATBED 1T

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR

Thursday, July 1, 2021

7:00 AM- 5:00 PM

Status: Transferred

Foreman: RICKEY A ENDLICH

Project Manager: WILLIAM SCOTT GRAMS

Business Unit: Pipe Services Midwest North

Weather: Sunny, Hot

Temperature: 0

JSA Form Completed: No

Incident Report: No

Confined Space Permit: No

Work Site Details: Installed repair sleeve then pressure test from new pit to pit A. Test 10:20-12:20. Passed. No loss. Installed last three end seals. Housekeeping on site.

Field Log 787609

printed on 8/2/2021 3:41 PM

Field Log Totals

| | |
|-----------|-------------|
| Employee | 44.25 HR |
| | 32.00 HR RT |
| | 12.25 HR OT |
| Equipment | 40.00 HR |

[21010214] Shakopee, MN

Labor Rate Class: LIUNA (MN) 563 CIP

Job Totals

| | |
|-----------|-------------|
| Employee | 44.25 HR |
| | 32.00 HR RT |
| | 12.25 HR OT |
| Equipment | 40.00 HR |

Production Accounts

| [0000016011] Mob/Demob 100% - MOBILIZATION | | 0.00 LS | [0120086041] Pressure Testing - 12" CIPP WATER MAIN LINING | | 169.00 LF |
|---|----------|---------|---|-----------|-----------|
| Yard | No | | Yard | No | |
| Orig. Est. Qty. | 1.00 LS | | Orig. Est. Qty. | 800.00 LF | |
| C/O Qty. | 0.00 LS | | C/O Qty. | 0.00 LF | |
| Estimated Qty. | 1.00 LS | | Estimated Qty. | 800.00 LF | |
| Reported Qty. | 0.00 LS | | Reported Qty. | 637.00 LF | |
| Remaining Qty. | 1.00 LS | | Remaining Qty. | (6.00) LF | |
| Employee Hours | 15.25 HR | | Employee Hours | 29.00 HR | |
| Equipment Hours | 20.00 HR | | Equipment Hours | 20.00 HR | |

Resources

Employees

17 FOREMAN

Labor Rate Class: NON UNION EMPLOYEES

First Name: RICKEY A

Last Name: ENDLICH

[0120086041] Pressure Testing - 12" CIPP WATER 8.00 HR
MAIN LINING**Total Hours 8.00 HR**

113 LABORER

Labor Rate Class: LIUNA (MN) 563 CIP

First Name: JOHN A

Last Name: ROSA

Home Local: LIUNA 113

[0000016011] Mob/Demob 100% - MOBILIZATION 1.00 HR
4.00 HROT[0120086041] Pressure Testing - 12" CIPP WATER 7.00 HR
MAIN LINING**Total Hours 12.00 HR**

113 LABORER

Labor Rate Class: LIUNA (MN) 563 CIP

First Name: JACOB A

Last Name: JANDA

Home Local: LIUNA 113

[0000016011] Mob/Demob 100% - MOBILIZATION 1.00 HR
4.25 HROT[0120086041] Pressure Testing - 12" CIPP WATER 7.00 HR
MAIN LINING**Total Hours 12.25 HR**

113 LABORER

Labor Rate Class: LIUNA (MN) 563 CIP

First Name: JON MICHAEL

Last Name: UPSON

Home Local: LIUNA 113

[0000016011] Mob/Demob 100% - MOBILIZATION 1.00 HR
4.00 HROT[0120086041] Pressure Testing - 12" CIPP WATER 7.00 HR
MAIN LINING**Total Hours 12.00 HR**

Equipment

B3902 [2020 FORD F250 CREWCAB]

Equipment Type: TRUCK PICKUP MED

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**D3147 [2016 WELLS CARGO EW1625]**

Equipment Type: TRAILER ENCLOSED 16-24'

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**E1293 [2014 MERCEDES 3500]**

Equipment Type: TRUCK TV

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR**F1198 [2020 FORD F550 CREWCAB]**

Equipment Type: TRUCK FLATBED 1T

Rented: No

Equipment Status: Active

Meter Reading: 0.00

[0000016011] Mob/Demob 100% - MOBILIZATION 5.00 HR

[0120086041] Pressure Testing - 12" CIPP WATER 5.00 HR

MAIN LINING

Total Hours 10.00 HR

[illegible]

| LINE ITEM | DESCRIPTION | UNIT OF MEASURE | UNIT PRICE | ORIGINAL CONTRACT QUANTITY | ORIGINAL CONTRACT AMOUNT | QUANTITY THIS ESTIMATE | PREVIOUS QUANTITY | TOTAL QUANTITY TO DATE | TOTAL PERCENT COMPLETED | TOTAL OWED THIS ESTIMATE | TOTAL PREVIOUSLY PAID | TOTAL AMOUNT PAID |
|--------------|-------------|--------------------|------------|----------------------------------|--------------------------------|---------------------------|----------------------|------------------------------|-------------------------------|--------------------------------|-----------------------------|----------------------|
|--------------|-------------|--------------------|------------|----------------------------------|--------------------------------|---------------------------|----------------------|------------------------------|-------------------------------|--------------------------------|-----------------------------|----------------------|

| SUMMARY | |
|--|----------------|
| Original Contract Amount | \$ 129,637.00 |
| Change Orders to Date | \$ 7,220.00 |
| Current Contract Amount | \$ 136,857.00 |
| Total Amount Previous Applications | \$ (99,390.07) |
| Total Amount Completed this Pay Period | \$ 66,065.00 |
| Total Amount Completed to Date | \$ 170,686.13 |
| Materials on Hand | \$ - |
| Total Amount Owed this Pay Period | \$ 71,296.06 |
| Retainage Percentage | 5.0% |
| Less Retainage this Period | \$ (3,303.25) |
| Less Retainage Total Project | \$ (8,534.31) |
| Net Amount Owed this Pay Period | \$ 62,761.75 |

RESOLUTION #2021-16

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

WINDERMERE SOUTH 5TH ADDITION

Block 1, Lots 1 - 8; Block 2, Lots 1 – 4; Block 3, Lot 1- 23; Block 4, Lots 1 - 22

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 \$74,219.04 based on 15.92 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:

Block 1, Lots 1 -8; Block 2, Lots 1 – 4; Block 3, Lot 1- 23; Block 4, Lots 1 - 22

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 7th day of September, 2021.



Commission President: Kathi Mocol

ATTEST:

Commission Secretary: Greg Drent



PO Box 470 • 255 Sarazin Street
 Shakopee, Minnesota 55379
 Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager 
 FROM: Lon R. Schemel, Water Superintendent 
 SUBJECT: Copper vs. Plastic Water Services
 DATE: September 2, 2021

The safety and durability of copper have been understood for a very long time. The EPA's Lead and Copper Rule has been in place since 1991. This testing takes place every 3 years. The Shakopee system has not exceeded the action levels for either lead (15 parts per billion) or copper (1300 parts per billion). Lead and Copper testing is done to determine the safety of plumbing and appurtenances and not the safety of the water. Our next round of sampling will be in 2022.

From: https://www.copper.org/applications/plumbing/water_service/why_copper.html

...the history of copper delivering water goes back over 4,000 years. Ancient Egyptians used copper as a conduit material to distribute water around 2150 B.C. The ancient Romans used copper for water pipes and cisterns. By the 1940s, copper became the most used material for plumbing in the developed world.

Plastic pipe was developed in the mid-1930s and a standard was developed in 1960. Both industries make arguments about why their material is best. SPU has been asked to consider the use of plastic pipe from the customer's curb stop into their building. Staff has put together a list of pros and cons for the Commission's consideration.

Staff also surveyed surrounding systems as to the use of plastics vs. copper for water services. The results are attached.

The current policy is for the installation of 'K' copper tubing from the water main to the curb stop and the curb stop into the building. Should the Commission decide to allow plastic water service pipe from the curb stop into the building, staff requests that the Commission consider the creation of a specification for the addition of a tracer wire to plastic water service lines from the curb stop to the building. The specification would be included in the Water Policy Manual update to the Commission in early 2022.

PLASTIC

Pro's

Cost to the developer. Currently, copper costs 23 times more than plastic at \$1,583 per 100 feet vs. \$68 per 100 feet of plastic. The average home would have a line from the curb stop to the house of 50 feet which would cost \$791.50 for copper vs. \$34.00 for plastic.

Ease of use.

Con's

Can not be located unless a tracer wire has been properly installed.

Can not be thawed using a welder. This is the most common method of thawing a frozen water service.

Becomes brittle if stored in sunlight.

Greater care must be used to support the pipe during installation.

Is made from a combination of polymers and agents for its durability. Is known to leach organics into the water over time.

Unknown lifespan.

Special mounting required inside the building to support the meter connection.

Leaks cannot be located.

COPPER

Pro's

Does not leach metals above a pH of 6.5
Shakopee's pH averages 7.3.

Can be quickly located.

Can be thawed using a welder which is usually faster and less expensive than other methods.

Can be silver soldered together instead of using a mechanical joint.

Long-lasting. Many copper services in Shakopee are over 80 years old.

Con's

Cost to the developer.

Requires a higher degree of workmanship.

Utility

Apple Valley
Brooklyn Park
Burnsville
Carver
Chanhassen
Chaska
Coon Rapids
Eagan
Eden Prairie
Elk River

Maintained By

Utility to Curbstop
Utility to Curbstop
Utility to Curbstop
Utility to Curbstop
Utility to Curbstop
Utility to Curbstop
Customer
Utility
Utility to Curbstop
Customer

Utility to Curbstop
Customer
Customer
Utility to Curbstop
Utility to Curbstop
Customer
Utility to Curbstop

House Side of Curb Stop

Copper
Copper, Plastic
Copper, Plastic
PE/HDPE (plastics)
Plastic
Copper, Plastic
Copper, Plastic
Copper
95% Copper 5% Plastic
PE/HDPE (plastics)
Copper 10' past CS then Copper or PE
Copper, Plastic
2" and smaller Copper
PE
Copper, Plastic
*Copper
Mostly Copper

*2" and smaller plastic pipe maybe allowed with RPU approval

PE = Polyethylene

HDPE = High Density Polyethylene



PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager 

FROM: Lon R. Schemel, Water Superintendent 

SUBJECT: Water Level Comparisons

DATE: August 26, 2021

With the number of water utilities issuing sprinkling restrictions, I want to share with the Commission the data involved that SPU uses to evaluate the condition of our aquifers. The first attachment shows the static water levels for the first seven months of 3 years. The current year, 2012 which was the last year that experienced drought conditions, and 2019 which is an average year.

The data points are for static water levels. These are levels measured from the pump base in the well house down to the surface of the water when the well has not been pumped for a few days. Static levels are expected to change throughout the season dependent on rainfall and well usage. Both static and pumping water levels are collected at least monthly over the life of a well.

I used the 6 wells from 3 pumphouses for this report. Wells 6 & 7 are part of pump house 6 (wells 6, 7, and 10) located at 3184 Eagle Creek Blvd., wells 12 & 13 are part of pump house 12 (wells 12, 13, and 14) located at 2065 Dominion Ave., wells 20 & 21 are located at 1701 Fuller St. S near the High School. These are the wells that the Department of Natural Resources has chosen to represent the Jordan aquifer in the Water Supply Plan that was accepted in 2018. Well 10 is in the Mount Simon aquifer and well 14 is in the Tunnel City Group, Woneewoc formation aquifer.

The first attachment shows the level changes from January to July. The graphs show no significant change in the static water levels for this period. The second attachment shows the trends of where our static levels are in relationship to the actionable levels set by the Department of Natural Resources. Only wells 20 & 21 are near the threshold levels. These are the normal operating levels for these wells as the aquifer 'thins' the farther west that our system goes.

The Shakopee system's standard policy of odd/even watering and a 12 pm to 5 pm ban on sprinkling has enabled our customers to continue to maintain their lawns and provide stability to our aquifers. This sustainability is expected to continue as our customers expand the use of smart irrigation controllers.

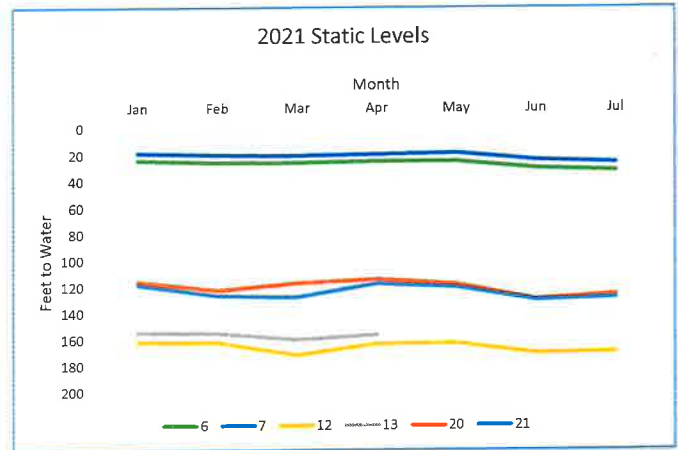
Static Water Level Comparisons

2021 rainfall from June 1 to August 12 is 5.4 inches.*

| | Jan | Feb | Mar | Apr | May | Jun | Jul |
|----|-------|-------|-------|-------|-------|-------|-------|
| 6 | 24.1 | 25.8 | 26 | 25.1 | 25 | 30.4 | 32.3 |
| 7 | 18.4 | 19.8 | 20.5 | 19.6 | 18.6 | 24 | 25.9 |
| 12 | 161.7 | 162 | 171.7 | 163.3 | 162.9 | 170.5 | 169.7 |
| 13 | 154.3 | 155 | 159.9 | 156.6 | | | |
| 20 | 115.7 | 122.3 | 116.9 | 114.3 | 117.9 | 129.7 | 125.9 |
| 21 | 118.2 | 126.6 | 127.8 | 117.6 | 120.4 | 130.3 | 128.5 |

Maximum
Difference

8.2
7.5
10
5.6
15.4
12.7

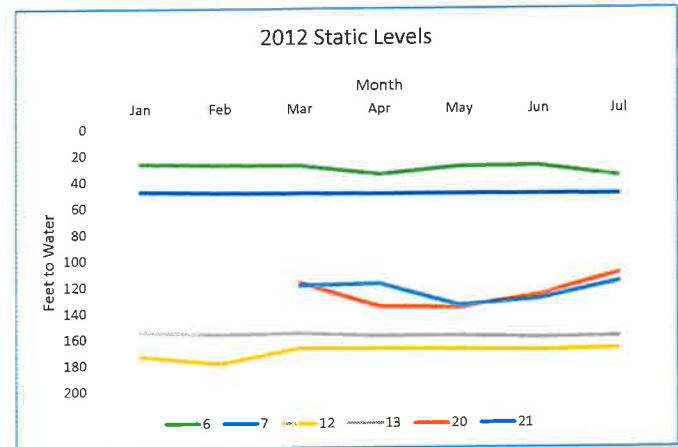


2012 had drought conditions, rainfall 4.9 inches.*

| | Jan | Feb | Mar | Apr | May | Jun | Jul |
|----|-------|-------|-------|-------|-------|-------|-------|
| 6 | 26.8 | 27.9 | 28.3 | 35.2 | 29.4 | 29 | 36.6 |
| 7 | 48 | 49 | 49.5 | 49.9 | 49.9 | 50.1 | 50.4 |
| 12 | 173.6 | 179.1 | 167.4 | 167.7 | 168.2 | 169.2 | 168.3 |
| 13 | 155.2 | 157 | 156 | 158.3 | 158.3 | 159.7 | 159 |
| 20 | 115.7 | | 117.2 | 135.5 | 136.3 | 126.9 | 110.3 |
| 21 | | | 119.6 | 118.3 | 135 | 130 | 117 |

Maximum
Difference

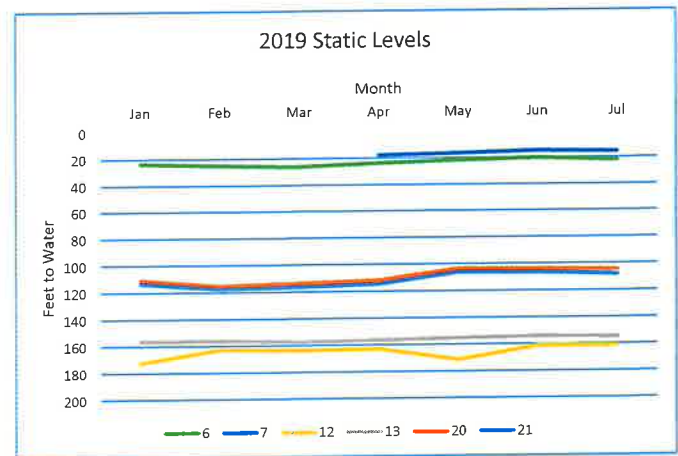
9.8
2.4
11.7
4.5
26
18



| | Jan | Feb | Mar | Apr | May | Jun | Jul |
|----|-------|-------|-------|-------|-------|-------|-------|
| 6 | 23.6 | 25 | 26.1 | 23.9 | 21.9 | 20.5 | 22.1 |
| 7 | | | | 17.8 | 16.6 | 15 | 15.7 |
| 12 | 172.2 | 162.6 | 163.6 | 162.9 | 171.2 | 161.1 | 161.5 |
| 13 | 156.3 | 156.1 | 157.2 | 156.4 | 155.2 | 154.3 | 154.6 |
| 20 | 110.6 | 115.1 | 113.6 | 111.8 | 103.3 | 103.7 | 104.5 |
| 21 | 113.2 | 117.7 | 116.4 | 114.5 | 106.1 | 106.4 | 108.1 |

Maximum
Difference

5.6
2.8
11.1
2.9
11.8
11.6

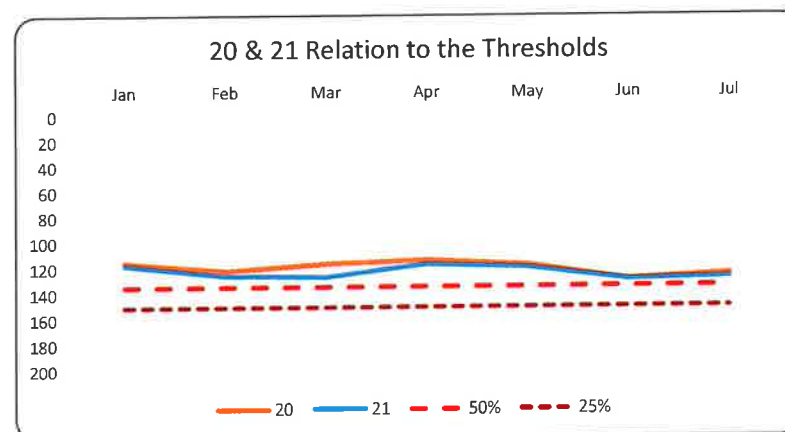
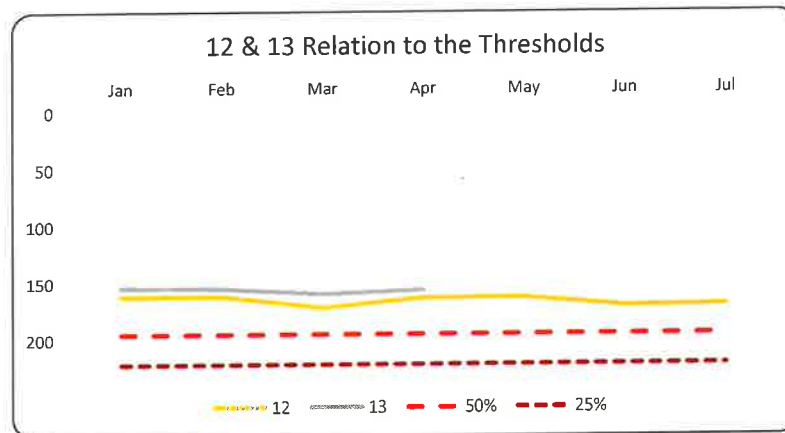
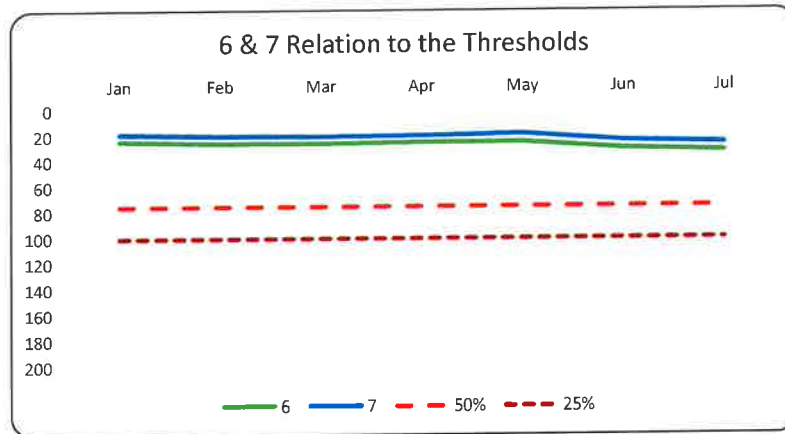


| | 2012 | 2021 | 2019 | Deeper than 2019 |
|----|-------|-------|-------|------------------------|
| 6 | 30.5 | 27.0 | 23.3 | -3.7 |
| 7 | 49.5 | 21.0 | 16.3 | -4.7 |
| 12 | 170.5 | 166.0 | 165.0 | -1.0 |
| 13 | 157.6 | 156.5 | 155.7 | -0.7 |
| 20 | 123.7 | 120.4 | 108.9 | -11.4 |
| 21 | 124.0 | 124.2 | 111.8 | -12.4 |

Averages

2021 Threshold Levels

The first threshold is set at an elevation that is 50% of the pre-pumping available head above the top of the aquifer in the vicinity of the pumped well. The second is a water level elevation associated with 25% of the pre-pumping available head above the aquifer. If water levels drop to the 50% threshold, pumping will need to be evaluated and a possible reduction in rate and volume may be recommended. At the 25% threshold, pumping would be required to cease to prevent exceeding the safe yield for the artesian aquifer.





PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

DATE: August 31, 2021

TO: Greg Drent, General Manager

A handwritten signature in black ink, appearing to read "GD", is written over the name "Greg Drent".

FROM: Brad Carlson, Electric Superintendent

A handwritten signature in blue ink, appearing to read "Bradson", is written over the name "Brad Carlson".

Subject: Electric Vehicle Charging Station

Background:

Shakopee Public Utilities is working together in partnership with the City of Shakopee to provide Electric Vehicle charging stations to citizens of Shakopee. SPU will purchase six (6) charging stations totaling \$57,429.80. Included in the purchase price is a five (5) year data and maintenance plan. The charging station will be equipped with both the app base, and credit card payment options. We received additional discounts from Enel X for the unintentional delays in availability of the charging units. Direct sales from the manufacture will make these charging stations less expensive than the state bid contract. SPU will back bill the City of Shakopee for the cost of three (3) units totaling (\$27,384.90). Shakopee Utilities will have additional cost for infrastructure needs at each location. The work SPU does will be provided at no cost to the City but hiring an electrician for the hook up will be billed to the City for the chargers at the community center and 2nd Ave parking lot. Both the City of Shakopee and Shakopee Public Utilities have chosen and approved the locations.

Location of the six (6) units will exist in the Southbridge Dog Park, Lions Park, Shakopee Community Center, Shakopee Public Works Building, and two units located within the 24hr lot @ 2nd Ave & Lewis St.



Action:

Approve quote from Enel X for \$57,429.80, and additional cost occurred by local licensed electricians for final commissioning of six units.



10b

PO Box 470 • 255 Sarazin Street
Shakopee, Minnesota 55379
Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

TO: Greg Drent, General Manager 
FROM: Joseph D. Adams, Planning & Engineering Director 
SUBJECT: Water and Electric Projects Update
DATE: September 2, 2021

ISSUE

Attached are the updated quarterly list and map of current water and electric projects.

BACKGROUND

Staff has combined the SPU 2021 Capital Projects and City, County and Developer Projects that impact the water and electric utilities into separate comprehensive lists and mapped them for review and discussion purposes

Projects are placed onto the respective list and map when they have been officially announced, either by an application being filed with the city or by being included in either the city, county or utility's capital improvement plan.

Projects are removed when the construction of our facilities is completed and no additional new usage or demand is anticipated or associated from the project area.

REQUESTED ACTION

No action by the Commission is necessary at this time.

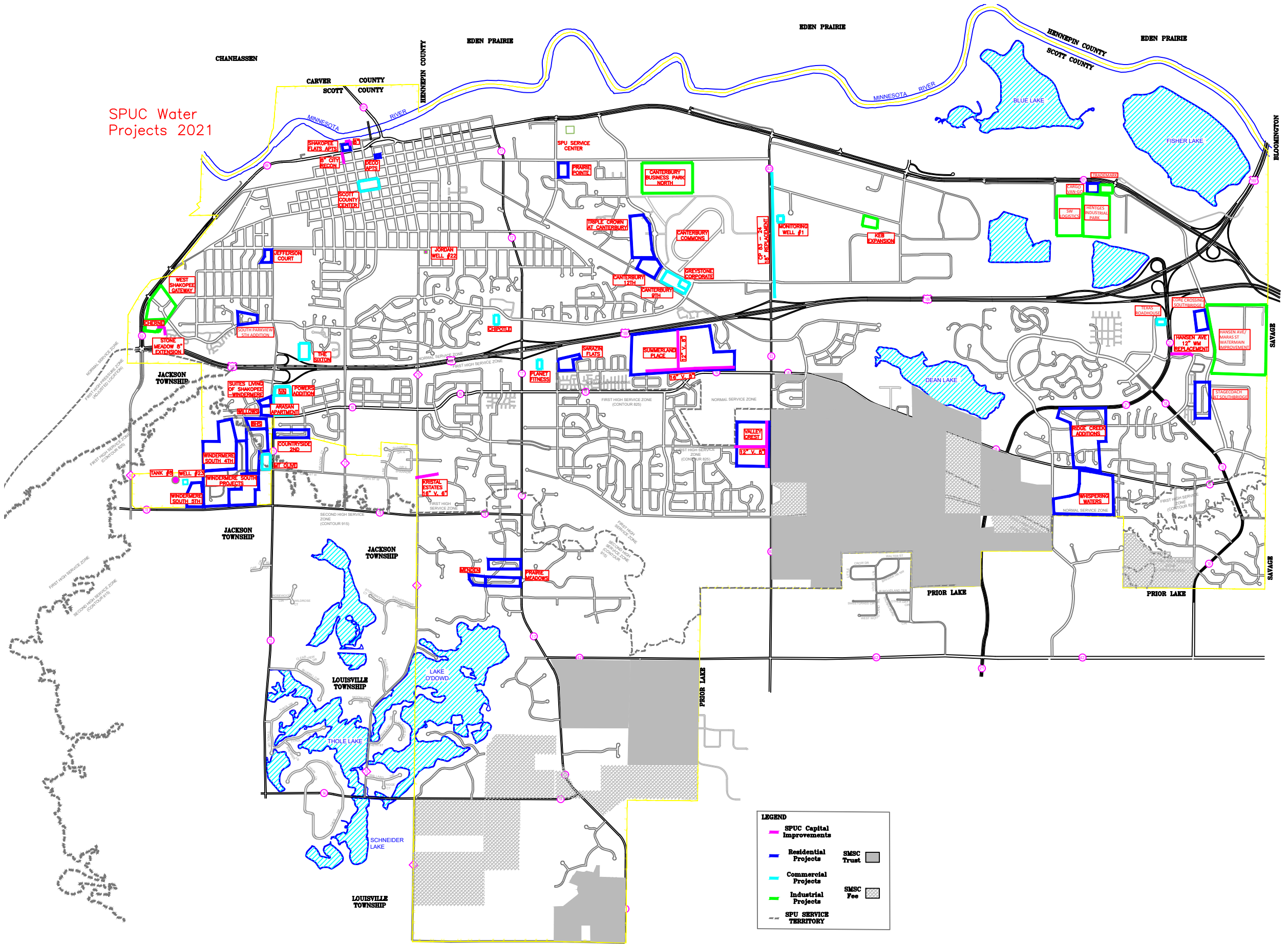
| | Development | Address/Location | Type | Development Timing | Development Status | Projected Water demand (Equiv. SAC Units) | Units Left to Build/Rent | Public Water Improvements |
|----|---|------------------------------|-----------------------|--------------------|--------------------|---|--------------------------|---------------------------|
| 1 | Cargo Van-Go (Messenbrink) | 7380 CR 101 E | Commercial | 2020 | Completed | 2 | 0 | Service Line Only |
| 2 | Scott County Government Center 2 | 200 4th Ave W | Government | 2021 | Completed | 42 | 0 | Service Line Only |
| 3 | KEB America - Expansion | 5100 Valley Ind BLVD S | Industrial | 2020 | Completed | 18 | 0 | Service Line Only |
| 4 | The Deco Apartments | 129 Holmes ST | Mixed Use | 2021 | Completed | 92 | 0 | Service Line Only |
| 5 | The Willows Apartments | 1655 Willow Cir | Multi-Family | 2020-Ongoing | Completed | 48 | 34 | Service Line Only |
| 6 | Triple Crown - 1st Phase | 830 Shenandoah Drive | Multi-Family | 2020-Ongoing | Completed | 323 | 0 | Service Line Only |
| 7 | BHS - Senior Living | 1705 Windermere Way | Commercial | 2020 | Completed | 118 | 0 | Watermain |
| 8 | VA Clinic - Powers Addition | 12312 Marystown Rd | Commercial | 2021 | Completed | 6 | 0 | Watermain |
| 9 | Canterbury Business Park North | 3200 4th Ave E | Industrial | 2020 | Completed | 43 | 0 | Watermain |
| 10 | Sarazin Flats II | 1595 Sarazin Street | Multi-Family | 2020 | Completed | 51 | 1 | Watermain |
| 11 | SB Crossings Apartments - 1st BLDG | 1341 Crossings BLVD | Multi-Family | 2018-2021 | Completed | 102 | 17 | Watermain |
| 12 | Sixton (West Vierling Acres) | 1601 Harvest Lane | Multi-Family | 2018-Ongoing | Completed | 136 | 9 | Watermain |
| 13 | Windermere | 17th Ave and CR 15 | Single & Multi-Family | 2018-2019 | Completed | 64 | 13 | Watermain |
| 14 | Countryside 2nd Addition | Lusitano/Pena | Single-Family | 2018-Ongoing | Completed | 31 | 0 | Watermain |
| 15 | Menden Addition | Jennifer Lane | Single-Family | 2017-Ongoing | Completed | 12 | 2 | Watermain |
| 16 | MT Olive Church Addition | Windermere Way | Single-Family | 2019-2020 | Completed | 3 | 2 | Watermain |
| 17 | Prairie Meadows - 1st | Jennifer Lane | Single-Family | 2017-Ongoing | Completed | 26 | 1 | Watermain |
| 18 | Prairie Meadows - 2nd | Jennifer Lane | Single-Family | 2019-Ongoing | Completed | 24 | 9 | Watermain |
| 19 | Ridge Creek 1st Addition | Oakridge Trail | Single-Family | 2017-2020 | Completed | 44 | 3 | Watermain |
| 20 | Ridge Creek 2nd Addition | Crossings BLVD | Single-Family | 2019-2020 | Completed | 29 | 1 | Watermain |
| 21 | Ridge Creek 3rd Addition | Crossings BLVD | Single-Family | 2019-2022 | Completed | 31 | 13 | Watermain |
| 22 | South Parkview 5th Addition | Vierling west of Adams St | Single-Family | 2012-Ongoing | Completed | 21 | 0 | Watermain |
| 23 | Southbridge @ Stagecoach | Stagecoach/Riverside | Single-Family | 2018-Ongoing | Completed | 59 | 3 | Watermain |
| 24 | Windermere South 3rd | Amelia | Single Family | 2020 | Completed | 33 | 27 | Watermain |
| 25 | Windermere 2nd Addition | 17th Ave and CR 15 | Single-Family | 2017-2018 | Completed | 27 | 0 | Watermain |
| 26 | Windermere South 1st | Windermere Way | Single-Family | 2018-Ongoing | Completed | 31 | 3 | Watermain |
| 27 | Windermere South 2nd | 128th St & CR 15 | Single-Family | 2019-2020 | Completed | 125 | 14 | Watermain |
| 28 | Greystone Corporate Office | Canterbury Ninth | Commercial | 2021 | Construction | 10 | 10 | Service Line Only |
| 29 | Trademark (Ace Trailer) | CR 101 | Industrial | 2021 | Construction | 2 | 0 | Service Line Only |
| 30 | Core Crossings (SB Apartment 2 bldg) | Southbridge Crossings East | Multi-Family | 2021-2022 | Construction | 62 | 62 | Service Line Only |
| 31 | Suites of Shakopee - Windermere | Windermere Way | Multi-Family | 2021-2022 | Construction | 32 | 32 | Service Line Only |
| 32 | Triple Crown - 2nd Phase | 850 Shenandoah Drive | Multi-Family | 2021 | Construction | 307 | 305 | Service Line Only |
| 33 | Arasan Apartments - Powers 2nd Addition | Lusitano Street/Marystown Rd | Multi-Family | 2021 | Construction | 140 | 140 | Watermain |
| 34 | Cherne - Vierling Industrial | 2300 Vierling Dr W | Industrial | 2021 | Construction | 37 | 0 | Watermain |
| 35 | Hentges Industrial Park | 70th and Cretex | Industrial | 2021-2022 | Construction | 50 | 25 | Watermain |
| 36 | SW Logistics | Hentges Way | Industrial | 2020- 2021 | Construction | 69 | 0 | Watermain |

| | Development | Address/Location | Type | Development Timing | Development Status | Projected Water demand (Equiv. SAC Units) | Units Left to Build/Rent | Public Water Improvements |
|----|--|------------------------------|-----------------------|--------------------|--------------------|---|--------------------------|---------------------------|
| 37 | Shakopee Flats (River Bluffs) | Levee & Scott | Mixed Use | 2021 | Construction | 150 | 125 | Watermain |
| 38 | Jefferson Court | Jefferson Street | Single Family | 2021 - 2022 | Construction | 8 | 8 | Watermain |
| 39 | Winderemere South 4th Addition | Zumbro | Single Family | 2021- 2022 | Construction | 126 | 126 | Watermain |
| 40 | Winderemere South 5th Additioin | Zumbro | Single Family | 2021- 2022 | Construction | 57 | 57 | Watermain |
| 41 | Summerland Place Addition | 17th Ave/Phillip Dr | Single & Multi-Family | 2020-2023 | Construction | 288 | 288 | Watermain |
| 42 | Texas Roadhouse | 8170 Old Carriage CT N | Commercial | 2020 - 2021 | Design | 25 | 0 | Service Line Only |
| 43 | Prairie Pointe Apartments | 4th Ave/Sarazin St | Multi-Family | 2021-2022 | Design | 40 | 40 | Service Line Only |
| 44 | Canterbury Park 12th Addition - Senior Housing | Shenandoah Drive | Commercial | 2021 | Design | 100 | 100 | Watermain |
| 45 | Canterbury Park Ninth Addition | Shenandoah/Vierling | Commercial | 2020-2022 | Design | 200 | 200 | Watermain |
| 46 | Medical Office - Powers 2nd Addition | Lusitano Street/Marystown Rd | Commercial | 2021 | Design | 20 | 20 | Watermain |
| 47 | Hansen Ave/Maras St | Hansen and Maras | Industrial | 2020-2021 | Design | unknown | unknown | Watermain |
| 48 | Canterbury Park 12th Addition - Town Homes | Shenandoah Drive | Multi-Family | 2021 | Design | 160 | 160 | Watermain |
| 49 | SB Crossings Apartments - 2nd BLDG | 1341 Crossings BLVD | Multi-Family | 2021 | Design | 140 | 140 | Watermain |
| 50 | Summerland Place Addition - Apartments | 17th Ave | Multi-Family | 2023 | Design | 300 | 300 | Watermain |
| 51 | Valley Crest (Schneider Property) | Thrush Street | Single Family | 2021 - 2022 | Design | 175 | 175 | Watermain |
| 52 | Whispering Waters | Eagle Creek Blvd | Single Family | 2021 - 2022 | Design | 134 | 134 | Watermain |
| 53 | Krystal Estates | CR 79 | Single Family | 2023 | On Hold | 8 | 8 | Watermain |

Totals:**4181****2607****CIP Projects**

| | | | | | | |
|----|---|-----------------------|-----------|-------------|--------------|-----------|
| 1 | Stone Meadows Lateral WM | Stone Meadows | Utilities | 2020 - 2021 | Completed | Watermain |
| 2 | SPU Water Tank #8 | Winderemere South 2nd | Utilities | 2020 -2021 | Construction | Storage |
| 3 | Thrush Street Trunk WM (Schneider) | Schneider Property | Utilties | 2021 | Construction | Watermain |
| 4 | Shakopee Flats (River Bluff) Lateral WM | Levee Drive | Utilities | 2020 -2021 | Construction | Watermain |
| 5 | Summerland Trunk WM | 17th Avenue | Utilities | 2021 - 2022 | Construction | Watermain |
| 6 | City Recon WM Replacement | Scott St | Utilities | 2021 | Construction | Watermain |
| 7 | CP 83 - 24 Trunk WM Replacement | CR 83 | Utilities | 2020 -2021 | Design | Watermain |
| 8 | Krystal Estates Trunk WM | Krystal Estates | Utilities | 2023 | On Hold | Watermain |
| 9 | Jordan Well #22 | PH #3 @ 10th Avenue | Utilities | 2021 | On Hold | Well |
| 10 | Jordan Well #23 | Zumbro Ave | Utilities | 2021- 2022 | Design | Well |

SPUC Water Projects 2021



LEGEND

| | |
|---------------------------|-----------------------|
| SPUC Capital Improvements | SMSC Trust |
| Residential Projects | SMSC Fee |
| Commercial Projects | SPU SERVICE TERRITORY |
| Industrial Projects | |

| | Development | Address/Location | Type | Development Timing | Development Status | Projected Load (kW) | Additional Load for 2022 |
|----|---------------------------------------|-------------------------------|-----------------------|--------------------|--------------------|---------------------|--------------------------|
| 1 | BHS - Senior Living | 1705 Windermere Way | Commercial | 2020 | Completed | 700 | 350 |
| 2 | Chipolte | 1120 Vierling Drive E | Commercial | 2021 | Completed | 50 | 0 |
| 3 | SMSC Cultural Center | 2300 Tiwahe Cir | Commercial | 2019 | Completed | 600 | 0 |
| 4 | VA Clinic (Powers 2nd Addition) | Lusitano Street/Marystown Rd | Commercial | 2021 | Completed | 100 | 0 |
| 5 | Canterbury Business Park North | 3200 4th Ave E | Industrial | 2020 | Completed | 600 | 300 |
| 6 | Cherne #1 (West Shakopee Gateway 2nd) | 2300 Vierling Dr W | Industrial | 2021 | Completed | 400 | 0 |
| 7 | Jonaco Machine | 1157 Valley Park Drive | Industrial | 2020 | Completed | 800 | 0 |
| 8 | KEB America - Expansion | 2100 Valley Ind BLVD S | Industrial | 2020 | Completed | 400 | 0 |
| 9 | The Deco Apartments | 129 Holmes ST | Mixed Use | 2021 | Completed | 350 | 175 |
| 10 | Sarazin Flats II | 1595 Sarazin Street | Multi-Family | 2020 | Completed | 170 | 0 |
| 11 | SB Crossings Apartments - 1st BLDG | 1341 Crossings BLVD | Multi-Family | 2018-2021 | Completed | 350 | 0 |
| 12 | Sixton (West Vierling Acres) | 1601 Harvest Lane | Multi-Family | 2018-Ongoing | Completed | 465 | 0 |
| 13 | The Willows Apartments | 1655 Willow Cir | Multi-Family | 2020-Ongoing | Completed | 200 | 100 |
| 14 | Triple Crown - 1st Phase | 830 Shenandoah Drive | Multi-Family | 2020-Ongoing | Completed | 1200 | 300 |
| 15 | Trillium Cove - 1st Phase | Prior Lake - Meadowlawn Trail | Single & Multi-Family | 2017-2020 | Completed | 330 | 110 |
| 16 | Trillium Cove - 2nd Phase | Prior Lake - Meadowlawn Trail | Single & Multi-Family | 2018-2021 | Completed | 370 | 120 |
| 17 | Windermere | 17th Ave and CR 15 | Single & Multi-Family | 2018-2019 | Completed | 105 | 0 |
| 18 | Countryside 2nd Addition | Lusitano/Pena | Single-Family | 2018-Ongoing | Completed | 125 | 0 |
| 19 | Distinctive Shores | Beach Street - Prior Lake | Single-Family | 2020-2021 | Completed | 25 | 10 |
| 20 | Menden Addition | Jennifer Lane | Single-Family | 2017-Ongoing | Completed | 50 | 10 |
| 21 | MT Olive Church Addition | Windermere Way | Single-Family | 2019-2020 | Completed | 10 | 0 |
| 22 | Prairie Meadows - 1st | Jennifer Lane | Single-Family | 2017-Ongoing | Completed | 100 | 5 |
| 23 | Prairie Meadows - 2nd | Jennifer Lane | Single-Family | 2019-Ongoing | Completed | 90 | 40 |
| 24 | Ridge Creek 1st Addition | Oakridge Trail | Single-Family | 2017-2020 | Completed | 175 | 15 |
| 25 | Ridge Creek 2nd Addition | Crossings BLVD | Single-Family | 2019-2020 | Completed | 115 | 5 |
| 26 | Ridge Creek 3rd Addition | Crossings BLVD | Single-Family | 2019-2022 | Completed | 125 | 65 |
| 27 | SMSC Tinta Otunwe | Tiwahe Drive/Tintaocanku | Single-Family | 2019-Ongoing | Completed | 720 | 240 |
| 28 | South Parkview 5th Addition | Vierling west of Adams St | Single-Family | 2012-Ongoing | Completed | 85 | 20 |
| 29 | Southbridge @ Stagecoach | Stagecoach/Riverside | Single-Family | 2018-Ongoing | Completed | 235 | 70 |
| 30 | Trillium Cove - 3rd Phase | Prior Lake - Meadowlawn Trail | Single-Family | 2019-2022 | Completed | 100 | 50 |
| 31 | Windermere 2nd Addition | 17th Ave and CR 15 | Single-Family | 2017-2018 | Completed | 110 | 0 |
| 32 | Windermere South 1st Addition | Windermere Way | Single-Family | 2018-Ongoing | Completed | 125 | 15 |
| 33 | Windermere South 2nd Additon | 128th St & CR 15 | Single-Family | 2019-2020 | Completed | 500 | 250 |
| 34 | Windermere South 3rd Addition | Admelia | Single-Family | 2020 | Completed | 165 | 135 |
| 35 | Unbridled Ave | Canterbury Park | Street Lighting | 2020 - 2021 | Completed | 50 | 45 |
| 36 | Greystone Corporate Office | Canterbury Ninth | Commercial | 2021 | Construction | 400 | 400 |

| | Development | Address/Location | Type | Development Timing | Development Status | Projected Load (kW) | Additional Load for 2022 |
|----|--|------------------------------|-----------------------|--------------------|--------------------|---------------------|--------------------------|
| 37 | Planet Fitness | 17 Ave East | Commercial | 2021 | Construction | 25 | 0 |
| 38 | Texas Roadhouse | 8170 Old Carriage CT N | Commercial | 2020 | Construction | 200 | 150 |
| 39 | Trademark (ACE Trailer) | CR 101 | Commercial | 2021 | Construction | 150 | 150 |
| 40 | Scott County Government Center 2 | 200 4th Ave W | Government | 2021 | Construction | 500 | 50 |
| 41 | Hentges Industrial Park | 70th and Cretex Ave | Industrial | 2021-2022 | Construction | 1000 | 500 |
| 42 | Shakopee Flats (River Bluff Apartments) | Levee & Scott | Mixed Use | 2021 | Construction | 850 | 800 |
| 43 | Arasan Apartments (Powers 2nd Addition) | Lusitano Street/Marystown Rd | Multi-Family | 2021 | Construction | 500 | 450 |
| 44 | Core Crossings (SB Apartments 2nd bldg) | Southbridge Crossings East | Multi-Family | 2021-2022 | Construction | 200 | 150 |
| 45 | Suites of Shakopee (Windermere) | Windermere Way | Multi-Family | 2021-2022 | Construction | 125 | 75 |
| 46 | Summerland Place Addition - Apartments | 17th Ave | Multi-Family | 2023 | Construction | 1000 | 0 |
| 47 | Triple Crown - 2nd Phase | 850 Shenandoah Drive | Multi-Family | 2021 | Construction | 1200 | 50 |
| 48 | Jefferson Court | Jefferson Street | Single-Family | 2021 | Construction | 35 | 40 |
| 49 | Whispering Waters | Eagle Creek Blvd. | Single-Family | 2021 - 222 | Construction | 536 | 536 |
| 50 | Windermere South 4th Addition | Zumbro | Single-Family | 2021-2022 | Construction | 584 | 252 |
| 51 | Windermere South 5th Addition | Zumbro | Single-Family | 2021- 20222 | Construction | 228 | 114 |
| 52 | SPUC Tank 8 | Windermere South 2nd | Utilities | 2020-2021 | Construction | 15 | 15 |
| 53 | Canterbury Park 12th Addition - Senior Housing | Shenandoah Drive | Commercial | 2021 | Design | 300 | 50 |
| 54 | Canterbury Park Ninth Addition | Shenandoah/Vierling | Commercial | 2020-2022 | Design | 800 | 750 |
| 55 | Medical Office - Powers 2nd Addition | Lusitano Street/Marystown Rd | Commercial | 2021 | Design | 150 | 0 |
| 56 | Canterbury Park 12th Addition - Town Homes | Shenandoah Drive | Multi-Family | 2021 | Design | 500 | 400 |
| 57 | Prairie Pointe | 4th Ave/Sarazin St | Multi-Family | 2021 | Design | 120 | 0 |
| 58 | Summerland Place Addition | 17th Ave/Phillip Dr | Single & Multi-Family | 2020-2023 | Design | 1152 | 576 |
| 59 | Krystal Estates | CR 79 | Single Family | 2023 | On Ohold | 6 | 0 |

Totals:**20671****7938****CIP Projects**

| | | | | | |
|----|--|--------------------------|-----------|-------------|--------------|
| 1 | DL - 98 Extension | Canterbury/Unbridled Ave | Utilities | 2020 - 2021 | Complete |
| 2 | West Shakopee Substation Site | Hwy 169/CR 69 | Utilities | 2020 | Purchased |
| 3 | East Shakopee Substation Site | Unknown | Utilities | 2020 | Preliminary |
| 4 | DL - 41/44/55 Circuit - CR 83 Relocation | Dean Lake Sub | Utilities | 2020-2021 | Construction |
| 5 | Heritage Lateral Reconfiguration | Vierling Drive E | Utilities | 2021 | Design |
| 6 | DL 9X Exit Circuits | Dean Lake Substation | Utilities | 2021 - 2022 | Design |
| 7 | SH-8 Reconductor | Spencer Street | Utilities | 2021 | Design |
| 8 | PL-75 Extension | Stagecoach Road | Utilities | 2021-2022 | Construction |
| 9 | BL-22 Rebuild OH | Stageoad Road | Utilities | 2021 | Construction |
| 10 | PL-73 Underground Lateral | Mulenhartd Road | Utilities | 2021 | Design |

SPUC Electric Projects 2021


LEGEND

- SPUC Capital Improvements
- Residential Projects
- Commercial Projects
- Industrial Projects
- SPUC ELECTRIC SERVICE TERRITORY

- LEGEND**
- SPUC Capital Improvements
 - Residential Projects
 - Commercial Projects
 - Industrial Projects
 - SPUC ELECTRIC SERVICE TERRITORY



PO Box 470 • 255 Sarazin Street
 Shakopee, Minnesota 55379
 Main 952.445-1988 • Fax 952.445-7767
www.shakopeeutilities.com

DATE: September 1, 2021
 TO: SPU Commissioners
 FROM: Greg Drent, General Manager 
 Subject: Compensation and Classification Study

Background:

At the December 7, 2020 commission meeting, a decision was made to freeze wages for the managers, as these positions potentially would be out of range if the report was adopted as presented and give all other employees a 2.5% COLA increase for 2021. Managers were to review and refine job descriptions and the organizational structure for possible changes within six months; AEM to work with the subcommittee and review potential changes to the Finance and HR departments within four months; and an updated compensation and classification study be presented to the commission for review in the third quarter of 2021.

The revised organizational structure was presented and approved at the April 5, 2021 meeting. Debra England from HRExpertiseBP will be at the commission meeting to present the compensation and classification study. Debra has assisted many utilities, coops, and private companies in retaining and recruiting high-quality employees.

The process started with leadership development training and an understanding of how we would complete the compensation and classification study. Then we reviewed job descriptions and sent out a questionnaire to each employee to ensure there were not tasks or responsibilities missing. Once the managers of each department reviewed and edited the job evaluations, we ranked each position in the organization. Debra took the rankings to the market to get compensation for each position. Minor adjustments needed to be completed, and the ranking of the position was put into a pay scale. SPU staff met with the compensation subcommittee on August 20, 2021, to review the compensation and classification study.

The next step is to train the managers on a new job evaluation tool and a pay for performance philosophy. Pay for performance is a shift from the previous process; put your time in, get average reviews and get raises until you hit the top of your pay scale.

Attached is the power point presentation that will be presented at the meeting.

Action:

Approve compensation and classification study and implement the new pay ranges.



Compensation Plan

Design

Goals and Challenges



- Compensation Plan that attracts and retains talent
- Compensation that recognizes and rewards performance
- Performance Plan that promotes excellence
- Process that is equitable across the entire organization
- Process that eliminates the need for a union
- Process that rewards employee engagement

Where do we start?

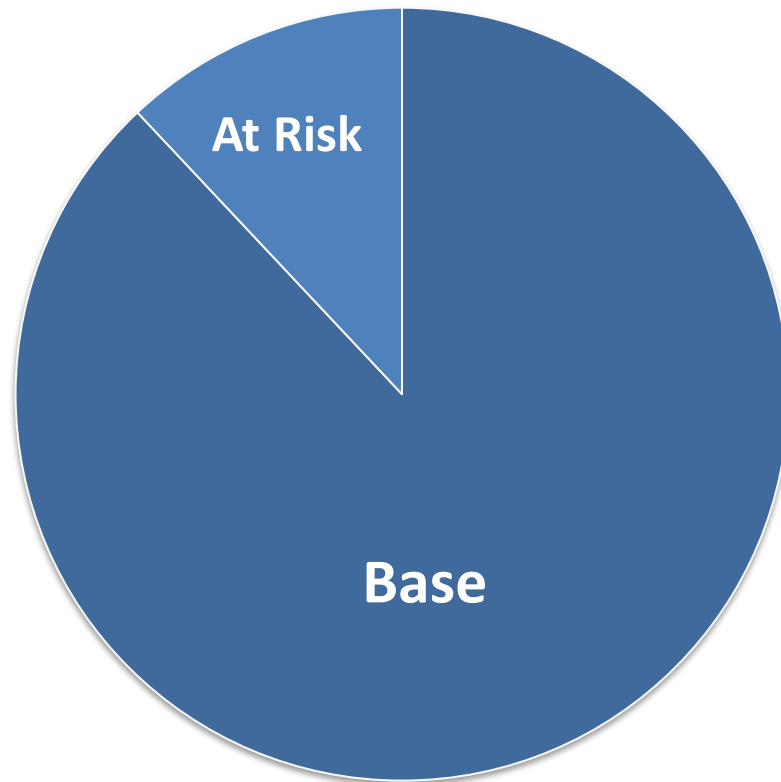


- Strategy: Total Compensation
- Define the Market for Base Pay
- Determine the Internal Equity
- Define the Performance Measurement Tool

Goal:

- Cost effective and balanced pay plan
 - Competitive in the talent market (attract & retain)
 - Promote consistent high performance

Total Cash Compensation



Other Forms of Compensation

- L-T Incentive Pay
- Equity Plans
- Profit Sharing Plans
- Perquisites
- Benefits

Compensation Theory



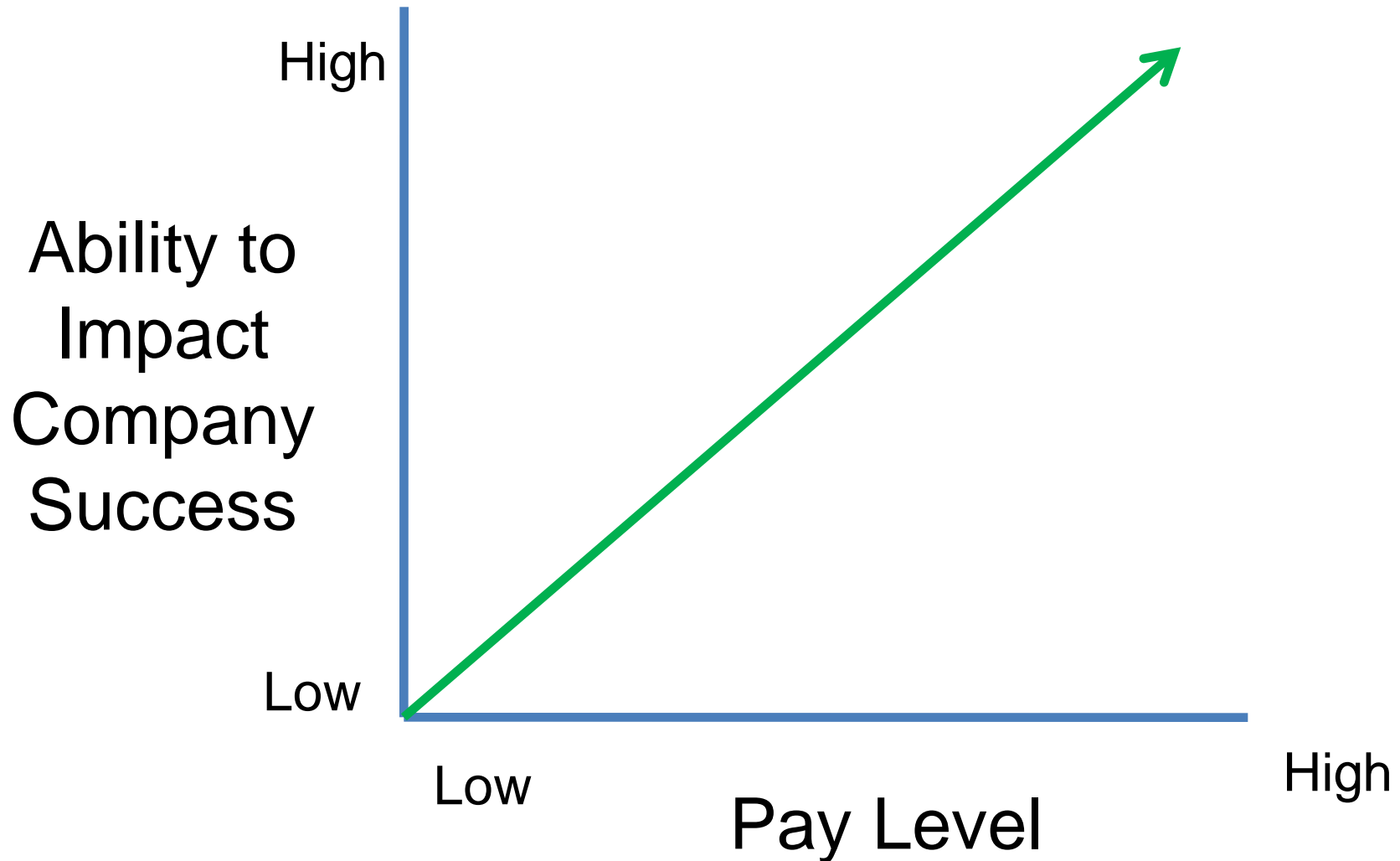
Base Pay: Fixed Rate of Pay

- Internal Equity...Job levels
- Policy...50th Percentile Midpoints
- Best Practice: 80 to 120% Salary Range Spread
- Practice...Merit Increases

Incentive Pay: Directly Links to Performance

- Policy...Based on ability to impact org success
- Practice...Payout correlates to company performance
- Best Practice: 50% probability = median market bonus

Impact vs Pay



Differentiating Job Levels

Key Factors:

- Breadth of Accountability
- Freedom to Act/Decision Making
- Financial Impact
- Knowledge, skills and abilities to perform the role



Questions?

Market

Comparable Companies

- Geographic
- Industry
- Size
- Not based on ownership or tax status

Comparable Roles

Where does your talent come from?



Sample Policy

Total Compensation Philosophy



Base Pay (Salary Ranges)

- Grade Levels
- Midpoints : 50th Percentile of Market
- Ranges adjusted bi-annually
- Individual Performance based Increases

Incentive Pay

- Corporate Performance metrics: Scorecard
- 50% Probability = 50th percentile of market
- Eligibility based on Individual performance

Benefits (similar across organization)

Pay Ranges



- Midpoints: 50th percentile of market
- Salary Ranges: 80% to 120% of Midpoint
- Midpoint = 100%

| Minimum | Midpoint | Maximum |
|----------|----------|----------|
| \$64,000 | \$80,000 | \$96,000 |
| 80% | 100% | 120% |

Merit Increase Grid

| | | | | | | |
|---------------------|--------|----------------------|-----------------|-----------------|----|----------|
| Percent of Midpoint | 120% | 2-4% | 1-2% or Flat \$ | Flat \$ | 0% | 0% |
| | 112% | 3-5% | 2-4% | 1-2% or Flat \$ | 0% | 0% |
| | 104% | 5-6% | 3-5% | 2-4% | 0% | 0% |
| | Market | 5-6% | 3-5% | 2-4% | 0% | 0% |
| | 96% | 6-7% | 5-6% | 3-5% | 0% | 0% |
| | 88% | 7-8% | 6-7% | 5-6% | 0% | 0% |
| | 80% | | | | | |
| | | 5 High | 4 | 3 | 2 | 1 Low |
| | | Level of Performance | | | | |

← Target Pay Row

Corporate Scorecard



Multiple Measurement Factors

- Optimum number 5-8 factors + “Gatekeeper”

Weighting assigned to each Factor

- Weighting expressed as a % of the whole
- Sum of all factor weights equals 100%

Levels of Performance

- 3 levels: Threshold, Target, Challenge/Stretch
- Scenario level setting: Average of performance across previous 3 to 5 years.

Our Process

- Updated Job Descriptions
- Internal Equity defined
 - Within Functions
 - Across the Organization
- Market Pay : External Equity
- Grade Levels defined
- Salary Ranges defined
- Increase guidelines
- Performance Feedback role



Grade Level Assignments

| <u>Position</u> | <u>Grade Level</u> |
|---|--------------------|
| Meter Reader | 2 |
| Water Meter Tech | 2 |
| Locator, Meter Specialist | 2 |
| Dispatcher | 2 |
| Accounting Specialist | 3 |
| Storekeeper | 3 |
| Purchasing Specialist | 3 |
| Customer Svc | 3 |
| Water Operator - Journey Level | 4 |
| Network Administrator | 4 |
| Engineering Technician | 4 |
| Billing Specialist (Lead) | 4 |
| Administrative Assistant | 4 |
| AP/HR Specialist | 5 |
| Substation, Scada, Meter Tech | 5 |
| Journey Lineworker | 6 |
| Water Supervisor - Combined | 6 |
| CS & Billing Supervisor | 6 |
| Lead Line-worker | 7 |
| Service Dept Lead | 7 |
| Accounting Supervisor | 7 |
| Electric Supervisor | 8 |
| Water Superintendent | 8 |
| IT Supervisor | 9 |
| Engineering Supv/Project Engineering | 9 |
| Dir, Key Accts/Marketing/Special Projects | 10 |
| Electric Superintendent | 10 |
| Dir, Finance & Administration | 12 |
| Planning & Engineering Director | 12 |
| Dir, Field Operations | 12 |
| General Manager | 15 |



Apprentice = one grade below Journey level

Market Data 2021



| Benchmark Positions | Grade Level | Utilities MN Wtd Avg |
|-------------------------------------|--------------------|---------------------------------|
| Meter Reader | 2 | 26.97 |
| Water Meter Tech | 2 | 25.26 |
| Locator, Meter Specialist | 2 | 23.65 |
| Dispatcher | 3 | 24.13 |
| Accounting Specialist | 3 | 24.96 |
| Storekeeper | 3 | 25.38 |
| Purchasing Specialist | 3 | 27.40 |
| Customer Svc & Billing | 3 | 28.08 |
| Water Operator - Journey level | 4 | 34.67 |
| Network Administrator | 4 | 31.73 |
| Billing Specialist (Lead) | 4 | 37.60 |
| Administrative Assistant | 4 | 35.63 |
| AP/HR Specialist | 5 | 35.54 |
| Journey Lineworker | 6 | 42.74 |
| CS & Billing Supervisor | 6 | 41.58 |
| Accounting Supervisor | 7 | 43.51 |
| Electric Supervisor | 8 | 50.43 |
| Water Superintendent | 8 | 52.20 |
| IT Supervisor | 9 | 52.84 |
| Dir, Key Accts/Mkting/Special Projs | 10 | 66.64 |
| Electric Superintendent | 10 | 67.79 |
| Dir, Finance & Administration | 12 | 69.06 |
| Planning & Engineering Director | 12 | 78.70 |
| Dir, Field Operations | 12 | 82.79 |
| General Manager | 15 | 103.41 |



2021 Midpoints

| | 80% | 100% | 120% |
|-----------|---------|--------------|---------|
| | Minimum | Midpoint | Maximum |
| Grade | | | |
| 1 | 17.00 | 21.25 | 25.50 |
| 2 | 21.16 | 26.44 | 31.73 |
| 3 | 25.31 | 31.64 | 37.97 |
| 4 | 29.47 | 36.84 | 44.20 |
| 5 | 33.62 | 42.03 | 50.44 |
| 6 | 37.78 | 47.23 | 56.67 |
| 7 | 41.94 | 52.42 | 62.91 |
| 8 | 46.09 | 57.62 | 69.14 |
| 9 | 50.25 | 62.81 | 75.37 |
| 10 | 54.41 | 68.01 | 81.61 |
| 11 | 58.56 | 73.20 | 87.84 |
| 12 | 62.72 | 78.40 | 94.08 |
| 13 | 66.87 | 83.59 | 100.31 |
| 14 | 71.03 | 88.79 | 106.55 |
| 15 | 75.23 | 94.04 | 112.84 |

Merit Increase Grid

| | | | | | | | |
|---------------------|--------|----------------------|-----------------|-----------------|----|----------|------------------|
| Percent of Midpoint | 120% | 2-4% | 1-2% or Flat \$ | Flat \$ | 0% | 0% | |
| | 112% | 3-5% | 2-4% | 1-2% or Flat \$ | 0% | 0% | |
| | 104% | 5-6% | 3-5% | 2-4% | 0% | 0% | ← Target Pay Row |
| | Market | | | | | | |
| | 96% | 6-7% | 5-6% | 3-5% | 0% | 0% | |
| | 88% | 7-8% | 6-7% | 5-6% | 0% | 0% | |
| | 80% | | | | | | |
| | | 5 High | 4 | 3 | 2 | 1 Low | |
| | | Level of Performance | | | | | |



Questions?

Debra Englund
CEO

HRExpertiseBP

Debra@hrexpertisebp.com

612-414-6833

www.hrexpertisebp.com