AGENDA SHAKOPEE PUBLIC UTILITIES COMMISSION REGULAR MEETING May 16, 2022 at 5:00 PM**

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

- Call to Order at 5:00pm in the SPU Service Center, 255 Sarazin Street
 Roll Call
- 2. Communications
- 3. Consent Agenda
 - C=> 3a) Approval of May 2, 2022 Minutes (GD)
 - C=> 3b) Approval of May 16, 2022 Agenda (KM)
 - C=> 3c) May 4, 2022 Warrant List Account Credit Request/Deposit Refunds (KW)
 - C=> 3d) May 16, 2022 Warrant List
 - C=> 3e) MMPA April Meeting Update (GD)
 - C=> 3f) Water Efficiency Grant Program (LS)
- 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) Well 23 Casing Substitution Request (LS)
- 8. Reports: Electric Items
 - 8a) Electric System Operations Report Verbal (BC)

- 9. Reports: Human Resources
 - 9a) SPU Mission, Vision, Value (GD)
- 10. Reports: General
 - 10a) Marketing/Key Accounts Report Verbal (SW)
 - 10b) April Financials & Accounts Receivable Aging Report Collections Update (KW)
- 11. Items for Future Agendas
- 12. Tentative Dates for Upcoming Meetings
 - June 6, 2022
 - June 20, 2022
 - July 5, 2022
 - July 18, 2022
- 13. Adjournment

** PLEASE NOTE that immediately following the regular meeting, the Commission will hold an informational work session concerning SPU fees and charges. Members of the public are welcome to attend at the SPU Service Center.

MINUTES OF THE SHAKOPEE PUBLIC UTILITIES COMMISSION May 2, 2022 Regular Meeting

- 1. <u>Call to Order.</u> President Mocol called the May 2, 2022, meeting of the Shakopee Public Utilities Commission to order at 5:00 PM. President Mocol, Vice President Krieg, Commissioner Brennan, Commissioner Fox, and Commissioner Letourneau were present. Commissioner Brennan participated through interactive technology due to medical reasons.
- 2. <u>Approval of Consent Agenda.</u> Commissioner Fox moved to approve the consent agenda: (3a) April 18, 2022, Minutes; (3b) May 2, 2022, Agenda; (3c) May 2, 2022, Warrant List (3d) 2022 Water Conservation Report; (3e) Magellan Encroachment Agreement; (3f) Accounts Receivable Aging Report Collections Update. Vice President Krieg seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
- 3. <u>Liaison Report.</u> Commissioner Brennan had nothing to share.
- 4. <u>Public Comment Period.</u> No public comments were offered.
- 5. <u>General Manager Report.</u> Greg Drent, General Manager, reported that site work preparation continues for the West Shakopee Substation. He noted that although Xcel Energy has advised of some delays, staff continues to target completion by the peak summer load in 2023. Mr. Drent also updated the Commission on his meetings with Mr. Kerski from the City on projects, including the school district potential water treatment area, with the Safety Committee coordinated through MMUA, with Prior Lake representatives regarding water interconnection, with MVEC representatives regarding the service territory transfer and potential future projects, with employees concerning the revised Employee Handbook, and with the SPU leadership team regarding SPU mission, vision, and value statements. Mr. Drent also provided an update on lights installed on Levee Drive.
- 6. Water Report. Lon Schemel, Water Superintendent, reported that because SPU's groundwater withdrawal last year was 2.080 billion gallons, out of its permitted annual allocation of 2.159 billion gallons, the SPU Water Department is considering requesting an increased allocation from the Minnesota Department of Natural Resources. He noted that 14 years have passed since the last requested increase. He also noted that in a typical year, SPU customers use 65 gallons per person per day, as compared to some communities that use up to 200 gallons/person/day. Mr. Schemel also gave an update on joint projects with the City, including drinking fountain lines. He noted that SPU has conducted interviews with Sambatek, WSB, AE2S, and Barr Engineering for water engineering consulting services.

- 7. Res#2022-11 West End Lower Bluff Equivalent Lateral Water Main. Joseph Adams, Director of Planning and Engineering, presented this resolution to approve extending the 12" water main to the West End and determining a lateral water main equivalent connection charge. Commissioner Letourneau moved approval of Resolution #2022-11 West End Lower Bluff Equivalent Lateral Water Main. Commissioner Fox seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
- 8. Res#2022-12 West End Lower Bluff Trunk Water Main Oversizing. Mr. Adams presented this resolution to approve pipe oversizing for this project. Commissioner Fox moved to approve Resolution #2022-12 West End Lower Bluff Trunk Water Main Oversizing. Vice President Krieg seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
- 9. <u>Res#2022-13 Maras Street, 13th Avenue, Stagecoach, Road, and Hansen Avenue Equivalent Lateral Water Main.</u> Mr. Adams presented the resolution and provided an update of costs. He explained that there is no oversizing for this project. Commissioner Fox moved to approve Resolution #2022-13 Maras Street, 13th Avenue, Stagecoach Road, and Hansen Avenue Equivalent Lateral Water Main. Commissioner Letourneau seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.
- 10. <u>Electric Report.</u> Brad Carlson, Electric Superintendent, reported that no outages occurred since the last Commission meeting. He noted two electric shutdowns for customer maintenance. Mr. Carlson described the engineering and operations meetings with MVEC representatives to discuss the service territory transfer. He noted other projects, including temporary service to Omry Apartments, multiple maintenance pole change-outs throughout the City, and working with MnDOT on Cty, Rd 83 to move transformers for signal lights and lighting.
- 11. <u>Marketing/Customer Service Report</u>. Sharon Walsh, Director of Key Accounts/Marketing/Special Projects, noted that AMI bid packages are ready and that vendors have until June 20th to respond. She noted that SPU has adopted a portion of Memorial Park with another sponsor. Ms. Walsh explained that because the Clean Energy Choice March insert did not drive the residential enrollment as much as she had expected, she will be adding it to the residential application packet. She also noted that SPU's website has been updated with EV charging and net metering information.
- 12. <u>2021 Audited Financials.</u> Kelley Willemssen, Director of Finance and Administration, introduced Chris Knopik, Principal, and Lance Lauinger, Director, Clifton Larsen Allen, LLP to present the 2021 audit. Jean McGann, Finance Director consultant during 2021, was also present. Mr. Knopik presented the unmodified opinion on SPU's 2021 financial statements, the highest level of assurance that it may receive. He also stated that no compliance, internal control, or legal compliance issues were noted. Commissioner Fox moved to accept the 2021 audited financial

statements as presented. Commissioner Letourneau seconded the motion. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.

- 13. <u>Future Agenda Items.</u> Vice President Krieg requested information concerning properties with outstanding utility charges, including when the charges were established, the amounts, the age of the charges and likelihood of payment, and potential alternative processes.
- 14. <u>Adjourn.</u> Motion by Vice President Krieg, seconded by Commissioner Fox, to adjourn to the May 16, 2022, meeting. Ayes: Mocol, Krieg, Brennan, Fox, and Letourneau. Nays: None. Motion carried.

Greg Drent, Commission Secretary

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Warrant List Account Credit Request/Deposit Refunds May 4, 2022

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:

ANCEL, JULIE A	\$13.08
ANDERSON, KATHY J	\$24.84
AVANA ADDISON	\$103.14
AWAN, HARIS	\$24.77
BARTHELEMY, NICOLE	\$17.10
BATTA, ROBERT	\$55.03
BAUER, KATHY	\$3.42
BEP LYMAN LLC DBA ABC MILLWORK	\$1,739.20
BUTLER, BECKY	\$15.00
CHATTERJEE, SUMON & SANHITA	\$103.08
CORELLA, NESTOR	\$79.44
DE HOOG, BERNARD	\$73.69
DEREN, COLE	\$72.23
DORAN CANTERBURY I LLC	\$20.79
DOYAL, JAMES	\$61.06
EICKHOFF, CLARA & BERGEN	\$38.83
ERKENBRACK, SHANNON	\$70.91
FAMILY VIDEO MOVIE CLUB INC	\$125.95
FLEMING, CHRISTOPHER J	\$375.05
GRAF, KEVIN & AMBER	\$3.12
GRILLO OSORIO, XIOMARA A & ANG	\$40.41
HANSEN HOLDING LLC	\$571.59
HAUG, JANINE A	\$23.02
HERNANDEZ, IVAN	\$41.99
HEYES, CRAIG	\$75.07
HIDALGO, ARTURO	\$15.47
HUNTINGTON PARK APARTMENTS	\$20.70
INTECH GROUP LLC	\$558.24
KOCINA, BRIAN	\$87.76
LANDHERR, RYAN	\$62.36
LIEVANO, MARITZA ELIZABET	\$69.77
LUND, RONALD A	\$72.24
LYAKH, NINA & PAVEL	\$39.93
MIDWAY HOSPITALITY LLC	\$1,847.73
MORAN, PAIGE	\$190.33
NEOU, NEYTA	\$43.15
NITTOLI, MARY JULIA	\$60.77
NOOR, SAID	\$52.96
OPENDOOR LABS INC	\$63.32
OWENS, PATRICIA	\$43.38
PASS, JIM A	\$70.40
PRIMENET DIRECT MARKETING	\$265.00

Warrant List Account Credit Request/Deposit Refunds May 4, 2022

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:

\$80.26
\$33.45
\$41.99
\$119.56
\$66.87
\$38.09
\$223.34
\$36.91
\$19.21
\$23.40
\$182.10
\$31.18
\$28.00
\$3.31
\$18.59
\$22.71
\$89.65
\$80.95
\$41.13
\$0.00

\$8,516.02

Presented for approval by: Director of Finance & Administration	
Approved by General Manager	-
Approved by Commission President	_

WARRANT LISTING

May 16, 2022

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:

American Messaging Services, LLC	\$3,122.58
ABDO LLP	\$5,246.25
AMARIL UNIFORM CO.	\$2,253.85
AMERICAN NATL BANK_ACH MASTERCARD	\$1,739.35
AMERICAN PUBLIC WORKS ASSOCIATION	\$277.50
ANDERSON, JESSICA	\$175.00
ANNETTE STANEK dba A GRAPHIX DESIGN	\$4,061.25
ARROW ACE HARDWARE	\$104.02
BEILKE, BRAD	\$50.00
BERNDTSON, ROBERT	\$197.74
BOLTON & MENK, INC	\$2,039.00
BORDER STATES ELECTRIC SUPPLY INC	\$59,551,22
BREZINA, ANTHONY	\$324.68
BUSCH, JEFF	\$500.00
BUSINARO, EVELINA	\$350.00
CALIAN CORP	\$1,704.00
CARLSON, BRADLEY	\$115.93
CENTERPOINT ENERGY	\$2,907.94
CENTURY PROMOTIONAL ADVERTISING LLC	\$272.00
CINTAS CORP. #754	\$867.30
CITY OF SHAKOPEE	\$8,236.79
CITY OF SHAKOPEE	\$438,605.12
CORE & MAIN LP	\$4,168.17
CUSTOMER CONTACT SERVICES	\$403.65
DAHLEN SIGN COMPANY	\$317.75
DAHN, BARBARA	\$500.00
DELLWO, JOHN	\$75.00
DELTA DENTAL PLAN OF MN	\$5,349.21
DICK'S/LAKEVILLE SANITATION INC	\$359.14
DISCOUNT TIRE CO. INC.	\$248.00
ELWOOD, MARK	\$175.00
ENERGY MANAGEMENT COLLABORATIONS, LL	\$13,091.00
EZ Spot-UR	\$117.35
FERGUSON US HOLDINGS, INC.	\$13,947.60
FRONTIER ENERGY, INC.	\$9,439.29
FURTHER	\$228.00
GARY CARLSON EQUIPMENT CO.	\$209.00
GENERAL SECURITY SERVICES CORP	\$442.92
GLOBAL EQUIPMENT COMPANY INC.	\$141.51
GOPHER STATE ONE-CALL	\$1,098,90
GRAINGER	\$546.44
GREAT RIVER ENERGY	\$1,406.50
HANGAARD, THOMAS	\$160.00
HAWKINS INC	\$2,226.31
HEALTHPARTNERS	\$81,681.81
HENNEN'S AUTO SERVICE, INC.	\$1,145.38
HERBERS, KATHLEEN HERBERS	\$500.00
HRExpertiseBP LLC	\$1,162.50
IMPACT MAILING OF MINNESOTA, INC.	\$13,537.90
INNOVATIVE OFFICE SOLUTIONS LLC	\$2,175.92
IRBY - STUART C IRBY CO	\$11,813.30

WARRANT LISTING

May 16, 2022

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:

Commission:	
IRBY TOOL & SAFETY	\$6,334.26
IVANCA DROUILLARD, MARTIN	\$177.15
JOHN GREGORY JOHNSON	\$6,737.50
KAHLE, MATTHEW	\$247.23
KELTGEN, JAMES	\$350.00
KUHL, JEFF	\$500.00
KULUS, KEN	\$500.00
LANENBERG, SAVANHA & CARTER	\$500.00
LOCATORS & SUPPLIES INC	\$925.66
MADIEKA, STEVE	\$350.00
MINN VALLEY TESTING LABS INC	\$597.00
MMPA c/o Avant Energy	\$2,658,889.28
MN DEPT OF HEALTH	\$23.00
MN DEPT OF REVENUE ACH PAYMENTS	\$224,595.00
MYERS, TONY	\$409.86
NAGEL, SYDNEY	\$128.02
NALEID, PETE	\$500.00
NAPA AUTO PARTS	\$56.20
NCPERS GROUP LIFE INSURANCE	\$176.00
NEVILLE, GERRY	\$114.08
NICKOLAY, CINDY	\$204.75
NORTHERN STATES POWER CO.	\$3,976.14
PEARSON, MACHELLE	\$195.00
PERRY, THERON	\$500.00
PIERRE, DANIEL	\$1,607.72
POMP'S TIRE SERVICE INC	\$77.07
RENNER, MICHAEL	\$1,000.00
RESCO	\$18,321.58
ROSE, WILLIAM	\$32.00
SCHNEIDER, DANIEL	\$500.00
SHERWIN WILLIAMS	\$331.85
SMSC ORGANICS RECYCLING FACILITY	\$78.00
SOUTHWEST NEWS MEDIA DBA DIV. OF RED	\$1,206.81
TRIPLETT, GREG	\$180.18
UNDERWOOD, MARTIN G	\$175.00
VERIZON CONNECT FLEET USA LLC	\$523.95
VESSCO, INC	\$1,913.93
WEIGEL, EMILY	\$350.00
WESCO DISTRIBUTION INC	\$2,541.80
XCEL ENERGY	\$1,716.35

\$3,636,911.44

Kelly	Willemssen	
resented for approva	al by: Director of Finance & Administration	
approved by General	Manager	

Approved by Commission President

WARRANT LISTING

May 16, 2022

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AMERICAN PUBLIC WORKS ASSOCIATION ANDERSON, JESSICA ANNETTE STANEK dba A GRAPHIX DESIGN

ARROW ACE HARDWARE BEILKE, BRAD BERNDTSON, ROBERT BOLTON & MENK, INC

BORDER STATES ELECTRIC SUPPLY INC

BREZINA, ANTHONY
BUSCH, JEFF
BUSINARO, EVELINA
CALIAN CORP
CARLSON, BRADLEY
CENTERPOINT ENERGY
CENTURY PROMOTIONAL ADVERTISING LLC
CINTAS CORP. #754
CITY OF SHAKOPEE
CITY OF SHAKOPEE
CORE & MAIN LP

CUSTOMER CONTACT SERVICES
DAHLEN SIGN COMPANY
DAHN, BARBARA
DELLWO, JOHN
DELTA DENTAL PLAN OF MN
DICK'S/LAKEVILLE SANITATION INC
DISCOUNT TIRE CO, INC,
ELWOOD, MARK
ENERGY MANAGEMENT COLLABORATIONS, LL
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FERGUSON US HOLDINGS, INC.

FRONTIER ENERGY, INC.

FURTHER
GARY CARLSON EQUIPMENT CO.
GENERAL SECURITY SERVICES CORP
GLOBAL EQUIPMENT COMPANY INC.
GOPHER STATE ONE-CALL
GRAINGER

GREAT RIVER ENERGY
HANGAARD, THOMAS
HAWKINS INC
HEALTHPARTNERS
HENNEN'S AUTO SERVICE, INC.
HERBERS, KATHLEEN HERBERS
HRExpertiseBP LLC
IMPACT MAILING OF MINNESOTA, INC.
INNOVATIVE OFFICE SOLUTIONS LLC
IRBY - STUART C IRBY CO

\$3,122.58 Lockbox service 5/1-5/31/22 \$5,246.25 April FS Accounting services \$2,253.85 FR Clothing for Electric & Water dept. \$1,739,35 April activity on credit card, May payment/charge month \$277.50 2022 T.M. Membership renewal \$175,00 2022 Star Clothes Washer rebate \$4,061.25 SPU Statement Letterhead, E & W Rates brochure, Jan. Bill Stuffer, March Bill stuffer, Design & production on SPU March client tutoring \$104.02 Cup brush, cover, paint tray liner \$50,00 2022 Res. Energy Star Appliance Rebate \$197.74 167 Miles reimb. \$2,039.00 WO# 2568 - West End Lower Bluff Trunk Watermain \$59,551,22 CABLE, Arrestors, fusing tape, rieser, trans current \$324,68 Reimb. for back flow prevention class \$500,00 2022 Res. Cooling & Heating \$350,00 2022 Res. Cooling & Heating \$1,704.00 VMware Workspace 2 year support & Lic. \$115.93 Lineman - Safety reimb. \$2,907.94 Gas usage at 10th Ave. & SPU bldg \$272.00 Clothing for Water dept. \$867,30 Replenish first aid boxes in lunchroom \$8,236.79 April Fuel usage \$438,605.12 April SW \$332,598.56 & SD \$106,006.56 \$4,168.17 Senses Auto gun reader, comp tee, lite duty snake pit \$403.65 Service for 5/3-5/30 \$317.75 Decal for display & Table throw \$500.00 2022 Res. Cooling & Heating \$75.00 2022 Res. Energy Star Appliance Rebate \$5,349.21 May Dental premiums \$359.14 May trash service \$248.00 2022 LED Ext Lighting \$175,00 2022 Res. Energy Star Appliance Rebate \$13,091.00 2022 LED Lighting & Controls \$117,35 Pin wire harness for bobcat \$13,947.60 \$95.96 - WO#2613 - Comp Coup, Brs Cap, \$9,243,50 - WO#2576-Meters, \$4,285,28-WO#2618 - tee, ball corp,minn curb, soft cop tube, swt fp vd, tee, adpt \$9,439.29 Prof. services April & May-P3 Subscript and Shakopee C&I Implementation for April \$228.00 Flex dental reimb. \$209.00 WO#2618-Tapping machine \$442.92 Video System Maint.

\$141.51 WO#2470-Double Tissue Dispenser \$1,098.90 April locates \$546_44 WO#2613 - \$8.83 Anchor, Torch, Piezo Ignitor, Wheelbarrow, Soap dispenser \$1,406.50 WO#2558 - ArcGIS Portal Project \$160.00 Safety boots reimbursement \$2,226.31 WO#2584 - Pump \$81,681,81 June premiums, May charge month \$1,145.38 Labor tor repair rack & Pinion on Eng. Trk #637 \$500,00 2022 Res. Cooling & Heating \$1,162.50 April consulting \$13,537.90 Collection letters 4/27 file & Statements 4/21 file \$2,175.92 Office supplies \$11,813.30 Bracket cutout, arrestors, bolt upset, parallel groove clamp, module point fee thru, meters - all inventory items

WARRANT LISTING

May 16, 2022

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Approved by Commission President

IRBY TOOL & SAFETY	\$6,334.26	Glove inflator kit, bolt biters, face shield, FR
IVANCA DROUILLARD, MARTIN	0477.45	clothing for E.S. and wrench
JOHN GREGORY JOHNSON		Reimb, for APPA spring institute
KAHLE, MATTHEW		WO#2472 - AMI Phase 2 project
KELTGEN, JAMES		Safety boots reimbursement
KUHL, JEFF		Domain name renewal for SPU
KULUS, KEN		2022 Res. Cooling & Heating
		2022 Res. Cooling & Heating
LANENBERG, SAVANHA & CARTER		2022 Res. Cooling & Heating
LOCATORS & SUPPLIES INC		Marking Stick, paint, gloves, safety vests
MADIEKA, STEVE		2022 Res. Cooling & Heating
MINN VALLEY TESTING LABS INC		Coliform, nitrate & Nitrite
MMPA c/o Avant Energy		April power bill
MN DEPT OF REALTH		W.B. Class B Water Op. Cert, Fee
MN DEPT OF REVENUE ACH PAYMENTS		April Sales & Use tax
MYERS, TONY	\$409.86	Reimb. for stickers, booster station parts, Anoka
		Tech college class
NAGEL, SYDNEY	\$128.02	Reimb, for APPA spring institute
NALEID, PETE	\$500.00	2022 Res. Cooling & Heating
NAPA AUTO PARTS	\$56,20	Fuse kit, O-rings,- Elec. Dept. & Coolant for Eng.
		Dept.
NCPERS GROUP LIFE INSURANCE	\$176,00	May PERA life ins. premiums
NEVILLE, GERRY	\$114.08	80 Miles reimb.
NICKOLAY, CINDY	\$204.75	124 Miles reimb.
NORTHERN STATES POWER CO.	\$3,976,14	APRIL POWER BILL
PEARSON, MACHELLE		Onsite collections for Qtrly drug testing
PERRY, THERON		2022 Res. Cooling & Heating
PIERRE, DANIEL		Reimb. for Conf. in San Diego CA
POMP'S TIRE SERVICE INC		Tube & repair
RENNER, MICHAEL		2022 Res, Solar Rebate
RESCO		SWITCH LOAD BREAK 3 PHASE HORIZONTAL -
	¥ 10,021.00	all inventory items
ROSE, WILLIAM	\$32.00	Dept. of Health exam fee - B Cert.
SCHNEIDER, DANIEL		2022 Res. Cooling & Heating
SHERWIN WILLIAMS		Ex Bond & Paint recycling fee
SMSC ORGANICS RECYCLING FACILITY		Organics Recycling 50/50 blend
SOUTHWEST NEWS MEDIA DBA DIV. OF RED		April legals
TRIPLETT, GREG		164 Miles reimb.
UNDERWOOD, MARTIN G		2022 Star Clothes Washer rebate & Res. Energy
	₩ 17 J ₂ OC	Star Appliance rebate
VERIZON CONNECT FLEET USA LLC	\$523.05	Truck Trackers
VESSCO, INC		Water dept, stem regulator and seat regulator for
12000, 1110	Ψ1,510,50	equipment rebuilds
WEIGEL, EMILY	\$350.00	2022 Res. Cooling & Heating
WESCO DISTRIBUTION INC		
WEGGO DISTRIBUTION INC	\$2,541,80	Correction for credit taken twice, Bushings,
XCEL ENERGY	04 740 05	connectors, elbows, ground rod
NOLE ENERGY	\$1,710.35	Amberglenn gas usage 3/24-4/24/22 & Valley Park
The state of the s		_Dr. electric service
	\$3,636,911.44	
	φυ ₁ υυυ, υ 1 1,44	•
Presented for approval by: Director of Finance & Administration		
Approved by General Manager		
Training of the state of the st		



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:

May 5, 2022

Subject:

MMPA April Meeting Update

The public summary of the April 2022 MMPA Board of Directors meeting is below.

The Board of Directors of the Minnesota Municipal Power Agency (MMPA) met on April 26, 2022, at Faribault Energy Park in Faribault, Minnesota and via videoconference.

BKD presented the Agency's 2021 audit report. The Board received and accepted the audit report. The audit report is available on MMPA's website, www.mmpa.org

The Board reviewed the Agency's financial and operating performance for March 2022.

The Board discussed the current business environment and its impacts on MMPA's plans.

There was an increase of 10 customers participating in MMPA's residential Clean Energy Choice program from February to March. Customer penetration of the program for residential customers remains at 3.8%.

Thanks

Proposed As Consent Item



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 Yslumi

SUBJECT: Water Efficiency Grant Program

DATE: May 9, 2022

SPU has received notice from the Metropolitan Council that we have been awarded \$49,000 for the rebate period running from July 1, 2022, and ending June 30, 2024. This is an 80/20 split with SPU providing \$12,250 bringing the total of the rebates to \$61,250. We are adding Energy Star dishwashers to our rebate items. Currently, we offer rebates for Energy Star Clothes Washers and WaterSense Toilets and Irrigation Controllers.

In 2021 water gave rebates for 64 washing machines, 20 toilets, and 44 irrigation controllers. 2021 was a 75/25 split with SPU providing \$4,197.90 and the Metropolitan Council providing \$12,593.68. The water utility saved an estimated 4,144,000 gallons. This means that we conserved enough water to leave a high service pump off for 3 days. There is \$6,921.92 left in the period ending June 30, 2022.

Lon Schemel Water Superintendent PO Box 470, 255 Sarazin St Shakopee, MN 55379

May 5, 2022

The Metropolitan Council is pleased to award the Shakopee Public Utilities Commission the amount of \$49,000 as part of our 2022-2024 Water Efficiency Grant Program. The amount of matching funds required from your organization, based on the grant award above, is \$12,250. Your organization is one of 37 in the Twin Cities Metropolitan Area that applied for and was accepted into this grant program. We are pleased to report that all available grant funds have been awarded and that all applicants will receive an award.

The amount of funds requested totaled \$1,401,920, while the amount of funds available is \$1,000,000. Because funds requested exceed funds available, a set of ranking factors and an objective scoring system were used to distribute the available funds.

Below are some critical points to remember:

- New construction and new developments are not eligible.
- Funds are for rebates or grants only; consulting and staff time are ineligible.
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on all documents which are intended for public use.

The Clean Water, Land and Legacy Amendment is available here: http://www.legacy.leg.mn/legacy-logo-download

To obtain electronic and print versions of the Metropolitan Council logo, please contact me at brian.davis@metc.state.mn.us.

As you prepare your organization's program, please be aware that the following information must be reported on a quarterly basis, on forms to be provided by the Metropolitan Council:

- Number, type and amount of rebates or grants provided to property owners, along with each property address
- Estimated annual gallons of water saved per installation
- Organization matching funds disbursed
- Electronically scanned copies of receipts to verify the cost of eligible devices being reported

Reporting forms and instructions will be made available in summer 2022 on our website: http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx



Quarterly reporting periods and reporting form due dates are shown below.

Quarterly Period	Reporting Form Due Date	
July 1, 2022 - September 30, 2022	October 31, 2022	
October 1, 2022 – December 31, 2022	January 31, 2023	
January 1, 2023 - March 31, 2023	April 30, 2023	
April 1, 2023 – June 30, 2023	July 31, 2023	
July 1, 2023 - September 30, 2023	October 31, 2023	
October 1, 2023 – December 31, 2023	January 31, 2024	
January 1, 2024 – March 31, 2024	April 30, 2024	
April 1, 2024 – June 30, 2024	July 31, 2024	

In early May, a Grant Legal Agreement will be mailed to your organization for signature. Completion instructions will be provided in that mailing.

Again, congratulations on your grant award. We look forward to working with you to increase the water efficiency of our region.

Sincerely,

Brian M. Davis, Ph.D, P.G., P.E.

Brie M. Dais

Principal Engineer, Water Supply Planning

Phone: 651-602-1519

brian.davis@metc.state.mn.us





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:

Well 23 Casing Substitution Request

DATE:

May 11, 2022

Due to the unavailability of domestically produced steel, Traut Companies is requesting a substitution for the well casing pipe. Attached is the substitution request and the certificates of materials used in the foreign-produced steel along with section 7.05 *Substitutes* from the contract. The project engineer (Sambatek) has stated that the pipe meets the requirements. We also asked for a second opinion from SEH. SEH agrees that these materials meet the ASTM requirements.

The distributor for this pipe says that the mills that produce this product might resume production of these sizes in mid to late September. Even if they did, that does not guarantee deliveries to the distributor and then the contractor in time for a November 18, 2022 finish date.

Following is the pertinent statement from the well 23 contract.

Page 01 6000 - 1/2, of the Product Requirements

E. Domestic Products: Except where specified otherwise, domestic products are required and interpreted to mean products mined, manufactured, fabricated, or produced in United States or its territories.

Staff requests guidance from the Commission on the acceptance of foreign steel for the casing pipe.



SUBSTITUTION REQUEST (After the Bidding/Negotiating Phase)

stitution Request Number: 1
n: Traut Companies
4-14-22
Project Number: 20709.06
tract For: Shakopee Public Utilities
escription: Casing
rticle/Paragraph: 1.3 Products - E.
Phone:
Model No.:
MN 56387 Phone: 320-251-5090
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port Pipe vs. Domestic Pipe
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P/O No.

COMMODITY

L/C No.

16631

SPECIFICATION: ASTM A53B/ASME SA53B

ISSUED DATE : 2021,10,21

HU20110829001

: H.F.W/E.R.W STEEL PIPE

API 5L X42 PSL1/5LB PSL1/

INSPECTION CERTIFICATE



CERTIFICATE No. : 211021-247

MANUFACTURED No. 21-08-231-0

icate can be verified through QReal Application

HEAD OFFICE SHINAN B/D 15F, 943-19, DAECHI-DONG,

KANGNAM-GU, SEOUL, KOREA

DAEBUL PLANT 3RO, DAEBUL INDUSTRIAL COMPLEX, SAMHO-EUP.

YEONGAM-GUN, JEOLLANAM-DO, KOREA

CUSTOMER

SUPPLIER

HUSTEEL USA INC.

HUSTEEL CO., LTD.

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1.Type of Pipe Ends

SURVEYOR

GPE Galvanized Plain Ends BPE Black Plain Ends **GPEB** GPE Bevelled BPEB BPE Bevelled Galvanized Threaded Ends GTE Black Threaded Ends GTC Galvanized Threaded & Coupled BlackThreaded & Coupled

F: Full Size Longitudinal, Size - 38.1mm(0 D 170mm above), 25.4mm(0.0 60.3 ~ 170mm), 19.1mm(0.0 50mm and below), Full Size(0.0 27.2mm and below)

*4 Tensile Test -TS: Tensile Strength, YS: Yield Strength, YR: Yield Ratio, EL: Elongation, WTS: Weld tensile strength, Gauge Length: 2 inch, Y.P method 0.5% Underload *5 H: Heat analysis, P: Product analysis *6.-2:x1/100, -3:x1/1000, -4:x1/10000, -5:x1/100000, Tr: Trace *7 B: Pipe body(T90), W: Seam weld(W), H: Heat Affected Zone *8. Specimen Size - A:10x10mm, B:10x75mm, C:10x65mm, D:10x50mm, E:10x33mm, Direction: Transverse *9 T.P: Tasting Pressure, HLT: Holding Time *10, Heat Treatment Seam Normalizing

Reference Standard 3.2¢ Drilled Hole * 12 TPI : Threads per inch. ETL : Effective length of threads * 13 NOT : UT. " 11_WZC : Weight of Zinc Coating, CST : Copper Sulphate Test

MANAGER OF Q.A TEAM

WE HEREBY CERTIFY THAT THE MATERIAL HEREIN HAS BEEN MADE AND TESTED IN ACCORDANCE WITH THE ORDER AND ABOVE SPECIFICATION THIS CERTIFICATE IS ISSUED ACCORDING TO EN 10204 3.1 (ISO 10474 3.1)

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QUALITY ASSURACE MANAGER

-- Focus street certifies that the products described in this document were manufactured in competitive with the requirements of the specification described, additions satisfactory results in all tests and imprecises included in the quality plans of Facta Size I to meet the requirements of the order in reference.



MATERIA TIPORE - QUALITY NUNCHERIERI STITEM CONSTANCA DE REPREDON PRSPECCIÓN CONTRICO? (EN 10204 3.18-15010474 3.18) FORCE STEEL - MICOUCTION FACULTY:

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Forza Sheel certifica que los produzios descritos en esta documento (ueron fabricados en cumplimanto can los inquenmiendos de la especificación descrita cerensisdo resultades sanctaciones en cosos aux pruebas e incipaciónes incluidas en los planes de balicad de flozas sinei para cumple con los requerimientos del pedido en referencia.

Focas steet consists that the products described in this decument were manufactured in compliance with the requirements of the specification described, obtaining satisfactory results in all tests and inspedients included in the quality plans of Focas Steel to meet the

Edge Olivo ing, Edgar Eduardo Olivo Hemándes

QUALITY ASSURACE MANAGER

- D. Effect of Engineer's Determination: Neither approval nor denial of an "or-equal" request shall result in any change in Contract Price. The Engineer's denial of an "or-equal" request shall be final and binding, and may not be reversed through an appeal under any provision of the Contract Documents.
- E. Treatment as a Substitution Request: If Engineer determines that an item of material or equipment proposed by Contractor does not qualify as an "or-equal" item, Contractor may request that Engineer considered the proposed item as a substitute pursuant to Paragraph 7.05.

7.05 Substitutes

- A. Unless the specification or description of an item of material or equipment required to be furnished under the Contract Documents contains or is followed by words reading that no substitution is permitted, Contractor may request that Engineer authorize the use of other items of material or equipment under the circumstances described below. To the extent possible such requests shall be made before commencement of related construction at the Site.
 - Contractor shall submit sufficient information as provided below to allow Engineer to determine if the item of material or equipment proposed is functionally equivalent to that named and an acceptable substitute therefor. Engineer will not accept requests for review of proposed substitute items of material or equipment from anyone other than Contractor.
 - 2. The requirements for review by Engineer will be as set forth in Paragraph 7.05.B, as supplemented by the Specifications, and as Engineer may decide is appropriate under the circumstances.
 - 3. Contractor shall make written application to Engineer for review of a proposed substitute item of material or equipment that Contractor seeks to furnish or use. The application:
 - a. shall certify that the proposed substitute item will:
 - perform adequately the functions and achieve the results called for by the general design,
 - 2) be similar in substance to that specified, and
 - be suited to the same use as that specified.

b. will state:

- the extent, if any, to which the use of the proposed substitute item will necessitate a change in Contract Times,
- 2) whether use of the proposed substitute item in the Work will require a change in any of the Contract Documents (or in the provisions of any other direct contract with Owner for other work on the Project) to adapt the design to the proposed substitute item, and
- 3) whether incorporation or use of the proposed substitute item in connection with the Work is subject to payment of any license fee or royalty.
- c. will identify:
 - 1) all variations of the proposed substitute item from that specified, and

- 2) available engineering, sales, maintenance, repair, and replacement services.
- d. shall contain an itemized estimate of all costs or credits that will result directly or indirectly from use of such substitute item, including but not limited to changes in Contract Price, shared savings, costs of redesign, and claims of other contractors affected by any resulting change.
- B. Engineer's Evaluation and Determination: Engineer will be allowed a reasonable time to evaluate each substitute request, and to obtain comments and direction from Owner. Engineer may require Contractor to furnish additional data about the proposed substitute item. Engineer will be the sole judge of acceptability. No substitute will be ordered, furnished, installed, or utilized until Engineer's review is complete and Engineer determines that the proposed item is an acceptable substitute. Engineer's determination will be evidenced by a Field Order or a proposed Change Order accounting for the substitution itself and all related impacts, including changes in Contract Price or Contract Times. Engineer will advise Contractor in writing of any negative determination.
- C. Special Guarantee: Owner may require Contractor to furnish at Contractor's expense a special performance guarantee or other surety with respect to any substitute.
- D. Reimbursement of Engineer's Cost: Engineer will record Engineer's costs in evaluating a substitute proposed or submitted by Contractor. Whether or not Engineer approves a substitute so proposed or submitted by Contractor, Contractor shall reimburse Owner for the reasonable charges of Engineer for evaluating each such proposed substitute. Contractor shall also reimburse Owner for the reasonable charges of Engineer for making changes in the Contract Documents (or in the provisions of any other direct contract with Owner) resulting from the acceptance of each proposed substitute.
- E. Contractor's Expense: Contractor shall provide all data in support of any proposed substitute at Contractor's expense.
- F. Effect of Engineer's Determination: If Engineer approves the substitution request, Contractor shall execute the proposed Change Order and proceed with the substitution. The Engineer's denial of a substitution request shall be final and binding, and may not be reversed through an appeal under any provision of the Contract Documents. Contractor may challenge the scope of reimbursement costs imposed under Paragraph 7.05.D, by timely submittal of a Change Proposal.

7.06 Concerning Subcontractors, Suppliers, and Others

- A. Contractor may retain Subcontractors and Suppliers for the performance of parts of the Work. Such Subcontractors and Suppliers must be acceptable to Owner.
- B. Contractor shall retain specific Subcontractors, Suppliers, or other individuals or entities for the performance of designated parts of the Work if required by the Contract to do so.
- C. Subsequent to the submittal of Contractor's Bid or final negotiation of the terms of the Contract, Owner may not require Contractor to retain any Subcontractor, Supplier, or other individual or entity to furnish or perform any of the Work against which Contractor has reasonable objection.
- D. Prior to entry into any binding subcontract or purchase order, Contractor shall submit to Owner the identity of the proposed Subcontractor or Supplier (unless Owner has already deemed such proposed Subcontractor or Supplier acceptable, during the bidding process or otherwise). Such proposed Subcontractor or Supplier shall be deemed acceptable to Owner unless Owner raises a substantive, reasonable objection within five days.



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

DATE:

May 10, 2022

TO:

Greg Drent, General Manager ///

FROM:

Kelley Willemssen, Director of Finance and Administration kew

SUBJECT:

Vision-Mission-Values/Strategic Planning

Background

The commission sets goals for SPU, and one of the goals for 2022 is a strategic plan. Strategic planning is a process that assists with setting goals and having an actionable plan to achieve those goals. As I began research for my capstone project, Greg and I discussed what steps were needed to complete the strategic plan. There are many different models and action steps for strategic planning, but the mission, vision, and values are typically the starting point and the roadmap to navigate the plan. The challenge we faced was that SPU did not have a defined vision-mission-values statement to build on, so we decided to partner with Debra Englund from HRExpertiseBP to assist us with the mission-vision-values statement and the strategic planning process.

The first attachment is the worksheet that the leadership team completed before meeting with Debra on April 25th and was the foundation for discussion on building the mission-vision-values statement for SPU. The second attachment is the leadership team's vision-mission-values statement for SPU.

The next step in the planning process is to conduct strategic planning sessions with the leadership team to establish strategic utility-wide goals and initiatives that will translate into projects and action plans. The plan is to bring the goals and initiatives back to the commission at the August 1st meeting.

Recommendation

The Commission is requested to review edit and approve the vision-mission-values as part of the strategic plan and rescind any previously approved mission-vision-values and strategic plans.

Shakopee Public Utilities – Vision, Mission, Values

Vision, Mission and Values statements are the foundation that drives the direction of the organization, the strategic planning and the operation of any organization. See attached graphic that demonstrates the line of sight from the Vision/Mission/Values to the individual behavior of an employee.

Shakopee's Vision should state the fundamental purpose of the organization. Why do you exist? Together with the Mission statement it should express a clear identity for the organization. The Vision statement should be brief and memorable.

The Mission statement should clearly depict the desired outcome resulting from the actions of the organization. Express the value provided to the customer, community, industry or employees. The Mission statement should, in concert with the Vision statement, express a clear identity. The Mission statement should be measurable yet broad enough to encompass all the organization does and represents.

Value statements should reflect the values that drive <u>how</u> the organization and each employee meet the vision and mission of the organization. Employee behavior should be guided by the value statements alongside the Vision and Mission statements. Values influence behavior and the decisions made within the organization. Values should be observable and support the achievement of the organization's Vision and Mission.

How would you draft the vision statement for Shakopee Public Utilities? Please provide a broad statement of the <u>purpose</u> and reason for SPU to exist? Strive to be brief and concise. You can articulate the statement further in the Mission and Values.

How would you draft the Mission statement for Shakopee Public Utilities? Please provide a reasonable brief statement that reflects a definition that is clear and measurable. The Mission statement should describe the <u>results</u> of the actions of the organization.

What are the values that drive the behavior of individual employees as they do their work and the overall decisions and direction of organization? Values statements are often a list of 5 to 6 different characteristics of the organization that drive behavior along with a definition for each. The Value statements reflect how-the-vision and Mission of the organization is met...including how the work of the organization gets done day to day.

Please be prepared to discuss at our meeting the week of April 25th.

Page 1 of 4 HRExpertiseBP

Line of Sight®

Culture



Below are examples of Vision/Mission/Values statements from other organizations.

Utility Examples

Our Vision

Provide exceptional services and value to those we serve.

Our Mission

To provide our customers with safe, reliable, cost effective and quality long term electric and water utility services. To communicate and educate our customers in the use of utility services, programs, policies and future plans. These products and services will be provided in an environmentally and financially responsible manner.

Our Values

Integrity:

Honest and accountable

Quality:

Excellence, Dependability and Expertise

Communicate:

Open, engaged, timely and respectful

Safety:

Encourage and maintain a culture of safety.

Competitive: Provide the best value in the services we deliver.

Our Fundamentals

Safety, Reliability, and Quality of Utility Services

Customer Service and Employee Development

Financial Goals

Vision: Be the first choice for energy, services and products for our customers,

Mission: To enhance the quality of Life for our customers through effective solutions.

We Value.....

Quality of life for our customers

The trust of our customers

High organizational ethics, sound business practices and reliability

Safe work practices and safety education

Leadership within the industry and our communities

Communication with our employees and customers

Providing expertise to our customers and business partners

Benefits of offering diversified services



Vision: Be the trusted leader providing energy, services and products.

Mission: Provide reliable, innovative energy in a responsible manner by

utilizing technology and our highly skilled workforce.

We Value.....

Integrity: Accountability to the highest ethical standards in our conduct.

Safety: Safety for our employees and the public.

Quality: Innovation, efficiency and continuous improvement in everything we do.

Engagement: Engaged employees and customers.

Collaboration: Working together to share resources, knowledge and expertise.

Sample Tag line: Safety...every employee, every day, every way

Association:

Vision: Preparing members for success in an evolving industry.

Mission: We will provide valued service and promote unity among our members through collaborative leadership and expertise.

Values:

- o Ethical: Leading with integrity. Honest and straightforward in all we do.
- Leadership: Unified and member strong. Relevant for today and prepared for tomorrow.
- o Excellence/Quality: Excellence through innovation. Providing uncompromised quality.
- Service: Be the preferred choice by putting our members first.



Our Vision

Shakopee Public Utilities is an organization rooted in and committed to the community we serve.

Our Mission

We are dedicated to meeting our customers' needs by safely providing competitively-priced, dependable, reliable services while giving back to our community.

Our Values

Community Focused: Accountable, Respectful, Responsive, Dependable

Ethical: Integrity, trustworthy, transparent/forthcoming

Quality: Excellence, professionalism, continuous improvement

Safety: Practices, culture, education, training

Leadership: Stewardship, Innovation, expertise

Our Fundamentals (optional)

Safety, Reliability, and Quality of Utility Services

Customer Service and Employee Development

Financial Goals



Key words discussed:

Trust of our community

Skills

Attitude

Accountability

Customer/Community Focused/Community impact/owned

Safety

Reliable

Professionalism

Efficiency

Employee Development

Respect

Knowledgeable

Cultural Competency

Creativity

Responsive

Education of customer

Steward of resources

Transparent

Honest

Ethical/Integrity

Generous



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

DATE:

May 12, 2022

TO:

Greg Drent, General Manager

FROM:

Kelley Willemssen, Director of Finance & Administration kw

SUBJECT:

April 2022 Financial Reports & Accounts Receivable Aging Report (Collection Updates)

Current Status

As part of April 2022 Financial reports, we continued the practice of providing a component of analytical review. For the Water and Electric Operating Revenue and Expense budget to actual and the Water and Electric Revenue and Expense report ending for each respective period, you will see comments at the bottom of each page. In addition to the analytical review, there are a few important points to note.

- The budget is projected on an annual basis rather than a monthly basis so the information in the April 2022 financial reports equates to 33% of the annual budget.
- SPU's investment portfolio is well diversified among short-term fixed income securities permitted by Minnesota Statute 118A.04. During periods of rising and falling interest rates, the market value will either increase or decrease in value, however, unless those securities are sold prior to maturity that increase or decrease will only result in an unrealized gain or loss. PFM will present updates to the commission end of second quarter.

The outstanding receivable total for electric and water as of April 30, 2022, equaled \$4,720,282. Below is summary of the totals.

- \$4,261,322- between 1-30 days
- \$265,402- between 31-60 days
- \$81,891 between 61-120 days
- \$111,667- over 121 days

Collection Activity Update

1. 162 disconnects for the month of April 2022 - \$60,195.23

Payment Plan Activity

- 1. 199 accounts in repayment plans as of April 2022 \$175,649.10
 - a. Number of accounts between \$30 \$200 (2-month plans) 26
 - b. Number of accounts between \$201 \$500 (6-month plans) 42
 - c. Number of accounts over \$501 (12-month plans) 131



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Included in this report are the following statements & documents:

- Combined Statement of Revenues, Expenses and Changes in Fund Net Position
- Electric Operating Revenue and Expense Budget to Actual (with analytics)
- Electric Operating Revenue and Expense 2021 to 2022 (with analytics)
- Water Operating Revenue and Expense
 Budget to Actual (with analytics)
- Water Operating Revenue and Expense
 2021 to 2022 (with analytics)
- SPU Accounts Receivable Graphs April 2021 to April 2022

Request

The Commission is requested to accept the April 2022 Financial Reports

SHAKOPEE PUBLIC UTILITIES COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Year to Date Actual - April 2022		Year to Da	Year to Date Budget - April 2022			Electric		Wate		Total Utility			
			- V	Total			Total		YTD Actual v. Bud	lget B/(W)	YTD Actual v. Bo	udget B/(W)	YTD Actual v. Bu	dget B/(W)
		Electric	Water	Utility	Electric	Water	Utility		<u>\$</u>	%	\$	%	\$	%
OPERATING REVENUES	\$	16,637,287	1,268,477	17,905,764	17,360,692	1,838,235	19,198,928		(723,405)	-4.2%	(569,759)	-31.0%	(1,293,164)	-6,7%
OPERATING EXPENSES Operation, Customer and Administrative Depreciation Total Operating Expenses	:=	13,757,087 886,894 14,643,981	1,193,229 584,725 1,777,953	14,950,315 1,471,619 16,421,934	14,688,595 886,894 15,575,489	1,457,712 584,725 2,042,437	16,146,307 1,471,619 17,617.926		931,508 0 931,508	6,3% 0.0% 6.0%	264,484 0 264,484	18.1% 0.0% 12.9%	1,195,992 0 1,195,992	7.4% 0.0% 6.8%
Operating Income	_	1,993,306	(509,477)	1,483,830	1,785,203	(204,202)	1,581,002		208,103	11.7%	(305,275)	-149.5%	(97,172)	-6.1%
NON-OPERATING REVENUE (EXPENSE) Rental and Miscellaneous Interdepartment Rent from Water Investment Income Interest Expense Total Non-Operating Revenue (Expense) Income Before Contributions and Transfers	_	155,083 30,000 (863,398) (553) (678,867) 1,314,439	(198,856) (32) (76,457) (585,934)	277,514 30,000 (1,062,254) (585) (755,325) 728,505	120,169 30,000 224,462 (21,652) 352,979 2,138,183	63,121 92,810 (731) 155,201 (49,001)	183,290 30,000 317,273 (22,383) 508,180 2,089,182		34,914 - (1,087,860) 21,100 (1,031,847) (823,744)	29.1% 0.0% -484.7% 97.4% -292.3%	59,309 - (291,666) 699 (231,658) (536,933)	94.0% -314.3% 95.6% -149.3%	94,224 (1,379,527) 21,798 (1,263,505) (1,360,677)	51,4% 0,0% -434,8% 97,4% -248.6%
CAPITAL CONTRIBUTIONS MUNICIPAL CONTRIBUTION		4,100 (938,771)	1,666,258 (96,000)	1,670,359 (1,034,771)	230,974 (929,225)	610,604 (23,153)	841,578 (952,378)		(226,874) (9,546)	-1_0%	1,055,655 (72,847)	172.9% -314.6%	828,781 (82,393)	98.5% -8.7%
CHANGE IN NET POSITION	5	379,768	984,324	1,364,093	1,439,932	538,449	1,978,381		(1,060,164)	-73.6%	445,875	82.8%	(614,289)	-31.1%

SHAKOPEE PUBLIC UTILITIES ELECTRIC OPERATING REVENUE AND EXPENSE

OPERATING REVENUES Sales of Electricity \$ 6,216,031 6,850,819 (634,788) 90.7 Residential \$ 10,073,561 10,120,707 (47,147) 99.5 Uncollectible accounts			YTD Actual	YTD Budget	YTD Actual v. Increase (dec	crease)
Sales of Electricity Residential S 6,216,031 6,850,819 (634,788) 90.7 Commercial and Industrial 10,073,561 10,120,707 (47,147) 99.5 Uncollectible accounts 10,073,561 10,120,707 (47,147) 99.5 Total Sales of Electricity 16,289,591 16,971,526 (681,935) 96.0 Forfeited Discounts 66,119 96,178 (30,059) 68.7 (17,147) 66,176 681,935 68.7 (17,147) 66,176 681,935 68.7 (17,147) 68,178		_	4/30/2022	4/30/2022	\$	%
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Free service to the City of Shakopee Conservation program Conservation program Total Operating Revenues Perchair Service to the City of Shakopee Total Operating Revenues OPERATING EXPENSES Operations and Maintenance Purchased power Distribution operation expenses Distribution operation expenses Distribution system maintenance Maintenance of general plant Maintenance of general plant Maintenance of general plant Total Operation and Maintenance Customer Accounts Meter Reading Customer records and collection Energy conservation Total Customer Accounts Administrative and General Administrative and General Administrative and general salaries Office supplies and expense Outside services employed Insurance 110,773 170,870 170,270 180,783 180,784 171,360 180,543 180,544 180,543 180,543 180,544 180,543 180,543 180,544 180,543 180,544 180,543 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,543 180,544 180,5	Forfaited Discounts		66 119	96.178	(30.059)	68.7 (1)
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Maintenance of general plant Total Operation and Maintenance Maintenance of general plant Total Operation and Maintenance 12,172,200 12,708,084 117,512 26,357 122.4 (3) 12,708,084 Customer Accounts Meter Reading At 5,145 Customer records and collection 237,752 234,815 2,937 101.3 Energy conservation 24,206 248,697 (224,491) 9.7 (4) Total Customer Accounts Administrative and General Administrative and general salaries Office supplies and expense 95,838 Outside services employed Insurance 110,273 Info (66,780) Insurance 34,206 Employee Benefits 643,590 704,133 (60,543) Miscellaneous general Employee Benefits 169,733 120,231 Miscellaneous general Total Administrative and General 1,277,784 1,440,013 1(162,229) 88.7 Total Operation, Customer, & Admin Expenses 110,273 Total Operating Expenses 144,643,981 15,575,489 20,314 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 26,357 122.4 (3) 29,58 95.8 10,134 10,497 10,207 1	Distribution operation expenses		173,136	258,680		
Maintenance of general plant 143,868 117,512 26,357 122.4 (3 Total Operation and Maintenance 12,172,200 12,708,084 (535,885) 95.8 Customer Accounts 45,145 56,984 (11,840) 79.2 Customer records and collection 237,752 234,815 2,937 101.3 Energy conservation 24,206 248,697 (224,491) 9.7 (4 Total Customer Accounts 307,103 540,497 (233,394) 56.8 Administrative and General Administrative and general salaries 224,145 302,668 (78,524) 74.1 (5 Office supplies and expense 95,838 92,314 3,524 103.8 (66,780) 62.3 (6 Outside services employed 110,273 177,053 (66,780) 62.3 (6 Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 1,277,784 1,440,013	Distribution system maintenance		268,408			
Customer Accounts Meter Reading Customer records and collection Energy conservation Total Customer Accounts Administrative and General Administrative and general salaries Outside services employed Insurance Employee Benefits Employee Benefits Miscellaneous general Total Administrative and General Total Administrative and General Althory Total Administrative and General 10,273 17,053 166,780) 162,3 (60,543) 17,053 17,053 160,743 17,053 17,053 17,053 18,000			143,868	117,512		122.4(3)
Meter Reading 45,145 56,984 (11,840) 79.2 Customer records and collection 237,752 234,815 2,937 101.3 Energy conservation 24,206 248,697 (224,491) 9.7 (4) Total Customer Accounts 307,103 540,497 (233,394) 56.8 (233,394) 56.8 Administrative and General Administrative and general salaries 224,145 302,668 (78,524) 74.1 (5) Office supplies and expense 95,838 92,314 3,524 103.8 (6) 62.3 (6) Outside services employed 110,273 177,053 (66,780) 62.3 (6 Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses \$ 14,643,981 15,575,489 (931,508) 93.7 Depr	Total Operation and Maintenance		12,172,200	12,708,084	(535,885)	95.8
Customer records and collection 237,752 234,815 2,937 101.3 Energy conservation 24,206 248,697 (224,491) 9.7 (47 101.3 1	Customer Accounts					
Energy conservation 24,206 248,697 (224,491) 9.7 (47 Total Customer Accounts 307,103 540,497 (233,394) 56.8 Administrative and General Administrative and general salaries 224,145 302,668 (78,524) 74.1 (57 October Supplies and expense 95,838 92,314 3,524 103.8 Outside services employed 110,273 177,053 (66,780) 62.3 (67 October Supplies and expense 34,206 43,614 (9,408) 78.4 Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (77 October Supplies and General 1,277,784 1,440,013 (162,229) 88.7 Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Meter Reading		45,145	56,984		
Total Customer Accounts 307,103 540,497 (233,394) 56.8 Administrative and General Administrative and general salaries 224,145 302,668 (78,524) 74.1 (5) Office supplies and expense 95,838 92,314 3,524 103.8 Outside services employed 110,273 177,053 (66,780) 62.3 (6) Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Customer records and collection		237,752			
Administrative and General Administrative and general salaries Office supplies and expense 95,838 92,314 3,524 103.8 Outside services employed 110,273 177,053 (66,780) 62.3 (6) Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0	Energy conservation					
Administrative and general salaries 224,145 302,668 (78,524) 74.1 (5) Office supplies and expense 95,838 92,314 3,524 103.8 Outside services employed 110,273 177,053 (66,780) 62.3 (6) Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Total Customer Accounts	_	307,103	540,497	(233,394)	56.8_
Office supplies and expense 95,838 92,314 3,524 103.8 Outside services employed 110,273 177,053 (66,780) 62.3 (6) Insurance 34,206 43,614 (9,408) 78.4 Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Administrative and General					
Outside services employed Insurance						
Insurance 34,206 43,614 (9,408) 78.4 (Employee Benefits 643,590 704,133 (60,543) 91.4 (7.2011) (1.2011	Office supplies and expense					
Employee Benefits 643,590 704,133 (60,543) 91.4 Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Outside services employed		,	· ·		` '
Miscellaneous general 169,733 120,231 49,502 141.2 (7) Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0						
Total Administrative and General 1,277,784 1,440,013 (162,229) 88.7 Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Employee Benefits					
Total Operation, Customer, & Admin Expenses 13,757,087 14,688,595 (931,508) 93.7 Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Miscellaneous general					
Depreciation 886,894 886,894 0 100.0 Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0						
Total Operating Expenses \$ 14,643,981 15,575,489 (931,508) 94.0	Total Operation, Customer, & Admin Expenses		13,757,087	14,688,595	(931,508)	93,7
Total Operating Expenses	Depreciation		886,894	886,894	0	100.0
Operating Income \$ 1,993,306 1,785,203 208,103 111.7	Total Operating Expenses	\$	14,643,981	15,575,489	(931,508)	94.0
	Operating Income	\$	1,993,306	1,785,203	208,103	111.7

⁽¹⁾ Variance due to less penalty fees collected than projected through April 2022.

⁽²⁾ Variance due to less miscellaneous distribution expenses than projected through April 2022.

⁽³⁾ Variance due to increase maintenance costs of general plant, distribution plant, and the building operations center than projected through April 2022.

⁽⁴⁾ Variance due to less energy conservation expenses than budgeted for through April 2022. Variance should stabilized throughout the year when expenses are books

 ⁽⁵⁾ Variance due to less payroll expenses than budgeted for through April 2022. Unfilled position budgeted for the full year.
 (6) Variance due to less outside service expenses than budgeted for through April 2022.

SHAKOPEE PUBLIC UTILITIES ELECTRIC OPERATING REVENUE AND EXPENSE For period ending April 30,2022

For period ending April 30,2022				2021 - 2	
		0000	0004	Increase (d	ecrease) %
ODED LEW DEVENUES	_	2022	2021	\$\$	70
OPERATING REVENUES					
Sales of Electricity Residential	\$	6,216,031	5,539,780	676,250	112.2
Commercial	Φ	10,073,561	8,599,517	1,474,043	117.1
Uncollectible accounts		10,075,501	0,000,011	1,777,070	
Total Sales of Electricity	-	16,289,591	14,139,298	2,150,294	115.2
Total Sales of Electricity	-	10,209,091	14,100,200	2,100,204	110.2
Forfeited Discounts		66,119	:=:	66,119	#DIV/0! (1)
Free service to the City of Shakopee		38,771	37,412	1,359	103.6
Conservation program		242,806	210,759	32,048	115.2
Total Operating Revenues	-	16,637,287	14.387,469	2,249,819	115.6
Total Operating Nevertices	-	10,007,207	11,007,1100		
OPERATING EXPENSES					
Operations and Maintenance		44 500 707	0.050.007	4 700 400	117 C
Purchased power		11,586,787	9,856,667	1,730,120	117.6
Distribution operation expenses		173,136	90,257	82,879	191.8
Distribution system maintenance		268,408	334,277	(65,869)	80.3
Maintenance of general plant	-	143,868	99,136	44,732	145.1
Total Operation and Maintenance	==	12,172,200	10,380,337	(1,791,863)	111.3
Customer Accounts		45.445	40 500	(4.204)	97.0
Meter Reading		45,145	46,536	(1,391)	
Customer records and collection		237,752	303,518	(65,765)	78.3 (2)
Energy conservation	_	24,206	(34,404)	58,610	(70.4)
Total Customer Accounts		307,103	315,649	8,546	97.3
Administrative and General					400.4
Administrative and general salaries		224,145	168,342	55,803	133.1
Office supplies and expense		95,838	90,233	5,605	106.2
Outside services employed		110,273	233,351	(123,078)	47.3 (3)
Insurance		34,206	58,590	(24,384)	58.4 (4)
Employee Benefits		643,590	644,459	(869)	99.9
Miscellaneous general	_	169,733	124,109	45,624	136.8
Total Administrative and General		1,277,784	1,319,083	41,299	96.9
Total Operating Expenses		13,757,087	12,015,069	(1,742,017)	114.5
Depreciation		886,894	776,042	(110,852)	114.3
Total Operating Expenses	\$_	14,643,981	12,791,111	(1,852,870)	114.5
Operating Income	\$_	1,993,306	1,596,357	396,949	124.9
	_				

⁽¹⁾ Variance due to increased penalty fees collected, penalty fees were put on hold during most of 2020 and beginning of 2021 during the pandemic.

⁽²⁾ Variance due to less customer records and collection agency expenses in April 2022 than in April 2021.

⁽³⁾ Variance due to AEMFS and HR consulting expenses has decreased from April 2021 to April 2022.

⁽⁴⁾ Variance due to timing benefit expenses being booked in April 2022 from April 2021.

SHAKOPEE PUBLIC UTILITIES WATER OPERATING REVENUE AND EXPENSE

		YTD Actual	YTD Budget	YTD Actual v Increase (de	•	
		4/30/2022	4/30/2022	\$	%	
OPERATING REVENUES)					-
Sales of Water	\$	1,264,600	1,832,006	(567,406)	69.0	
Forfeited Discounts		3,877	6,230	(2,353)	62.2	
Total Operating Revenues	-	1,268,477	1,838,235	(569,759)	69.0	-
OPERATING EXPENSES						
Operations and Maintenance				(0.4.0.40)		
Pumping and distribution operation		199,159	221,072	(21,913)	90.1	(0)
Pumping and distribution maintenance		146,189	257,479	(111,291)	56.8	(2)
Power for pumping		136,860	135,480	1,380	101.0	
Maintenance of general plant	_	22,786	27,088	(4,302)	84.1	2
Total Operation and Maintenance	-	504,993	641,120	136,126	78.8	-
Customer Accounts			22.722	(0.007)	75 5	
Meter Reading		24,740	32,768	(8,027)	75.5	
Customer records and collection		74,160	86,109	(11,949)	86.1	
Energy conservation		441		441	#DIV/0!	-
Total Customer Accounts		99,341	118,877	19,536	83.6	-
Administrative and General		1=0	004.700	(00.005)	70.0	(2)
Administrative and general salaries		141,172	201,796	(60,625)	70.0	
Office supplies and expense		33,672	55,732	(22,060) (51,914)	60.4 42.0	
Outside services employed		37,615	89,528 18,571	(9,955)	46.4	(3)
Insurance		8,616	259,923	10.546	104.1	
Employee Benefits		270,468 97,352	72,166	25,186	134.9	(6)
Miscellaneous general	-	588,894	697,716	108,822	84.4	- (0)
Total Administrative and General	-	1,193,229	1,457,712	264,484	81.9	
Total Operation, Customer, & Admin Expenses		1,193,229	1,457,712	204,404	01.5	
Depreciation		584,725	584,725	(0)	100.0	_
Total Operating Expenses	\$	1,777,953	2,042,438	264,485	87.1	-
Operating Income	\$	(509,477)	(204,203)	(305,274)	249.5	=

⁽¹⁾ Variance due to less revenues from residential, commercial, and industrial water sales than projected through April 2022. Should stabilize throughout the year.

⁽²⁾ Variance due to less maintenance expenses for pumping equipment, valves, meters, and hydrants than budgeted for through April 2022.

⁽³⁾ Variance due to less employee compensation than projected through April 2022. Unfilled position budgeted for full year.

⁽⁴⁾ Variance due to less employee compensation than projected through April 2022.

⁽⁵⁾ Variance due to less outside service expenses than budgeted for through April 2022.

⁽⁶⁾ Variance due to increase regulatory commmision expenses, marketing costs, and other miscellaneous expenses than budgeted for through April 2022.

SHAKOPEE PUBLIC UTILITIES WATER OPERATING REVENUE AND EXPENSE For period ending April 30,2022

Tor period ending April 30,2022			2021 - 2 Increase (de	
	2022	2021	\$	%
OPERATING REVENUES	\$			
Sales of Water	1,264,60	00 1,219,705	44,895	103.7
Forfeited Discounts	3,87	77 (⊯:	3,877	#DIV/0!
Uncollectible accounts				#DIV/0!_
Total Operating Revenues	1,268,47	1,219,705	48,772	104.0
OPERATING EXPENSES				
Operations and Maintenance				
Pumping and distribution operation	199,15	59 181,334	17,825	109.8
Pumping and distribution maintenance	146,18	39 129,942	16,247	112.5
Power for pumping	136,86	97,281	39,579	140.7
Maintenance of general plant	22,78	12,012	10,775	189.7
Total Operation and Maintenance	504,99	420,569	(84,425)	120.1
Customer Accounts				
Meter Reading	24,74		(499)	98.0
Customer records and collection	74,16		(25,170)	74.7 (1)
Energy conservation	44		668	39.7
Total Customer Accounts	99,34	125,678	26,337	79.0
Administrative and General				
Administrative and general salaries	141,17		6,493	104.8
Office supplies and expense	33,67	· ·	9,253	137.9
Outside services employed	37,61		(35,996)	51.1 (2)
Insurance	8,61		(9,985)	46.3
Employee Benefits	270,46		37,023	115.9
Miscellaneous general	97,35		23,627	132.0
Total Administrative and General	588,89		(30,414)	105.4
Total Operating Expenses	1,193,22	29 1,104,727	(88,502)	108.0
Depreciation	584,72	527,626	57,099	110.8
Total Operating Expenses	1,777,95	1,632,352	(145,601)	108.9
Operating Income	\$(509,47	(412,648)	(96,829)	123.5

⁽¹⁾ Variance due to less customer records and collection agency expenses in April 2022 than in April 2021.

⁽²⁾ Variance due to less outside service expenses needed in April 2022 than April 2021.











