



UTILITIES COMMISSION MEETING AGENDA

City of New Prague

Monday, January 27, 2025 at 3:30 PM

Power Plant - 300 East Main St

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
 - a. December 30, 2024, Utilities Meeting Minutes
4. **UTILITY AND SMMPA BILLS**
 - a. Approval of accounts payable in the amount of **\$880,597.73** and the SMMPA billing of **\$529,434.01**.
5. **FINANCIAL REPORTS**
 - a. Investment Report
 - b. Financial Report
 - c. Water and Kilowatt Hours Sales
6. **RESOLUTION ADOPTING THE NEW PRAGUE UTILITY COMMISSION'S DISTRIBUTED ENERGY RESOURCE INTERCONNECTION PROCESS AND AVERAGE RETAIL UTILITY ENERGY RATE**
 - a. Schedule 1 & Schedule 2
7. **APPROVAL OF OFFICIAL CITY DEPOSITORIES**
 - a. First Bank & Trust of New Prague, Minnwest of New Prague, Wells Fargo Bank N.A. of New Prague, Wells Fargo Advisors of New Prague, and Minnesota Municipal Money Market Fund (4M Fund)
8. **APPROVAL OF OFFICIAL NEWSPAPER**
 - a. New Prague Times
9. **DISCUSSION OF POPS (PRAHA OUTDOOR PERFORMANCE STAGE)**
10. **SMMPA BOARD OF DIRECTORS MEETING**
 - a. December 11, 2024
11. **GENERAL MANAGER'S REPORT**
12. **OTHER BUSINESS**
13. **ADJOURNMENT**

NEXT COMMISSION MEETING – Monday, February 24, 2025



UTILITIES COMMISSION MEETING MINUTES

City of New Prague

Monday, December 30, 2024 at 3:30 PM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, December 30th, 2024, at 3:30 p.m.

Commissioners Present: Dan Bishop, Bruce Wolf, Paul Busch

Commissioners Absent Tom Ewert and Chuck Nickolay

Staff Present: GM Bruce Reimers and OES Ken Zweber

2. APPROVAL OF AGENDA

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the agenda as presented.

Motion carried (3-0)

3. APPROVAL OF MINUTES

a. November 25, 2024, Utilities Meeting Minutes

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the November minutes as presented.

Motion carried (3-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of **\$118,240.38** and the SMMPA billing of **\$524,731.77**.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the accounts payable as presented.

Motion carried (3-0)

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve the financial reports as Presented.

Motion carried (3-0)

6. LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE

a. Waiver Form

Motion made by Commissioner Bishop, seconded by Commissioner Wolf, to not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04

Motion carried (3-0)

7. APPROVAL OF 2024 PROPOSED WRITE-OFFS

a. 2024 Write-Offs

GM Reimers reviewed the 2024 bad debt write-offs with the Commission for the electric and water departments.

Motion was made by Commissioner Bishop, seconded by Commissioner Busch, to approve the write-offs as presented.

Motion carried (3-0)

8. APPROVAL OF BID TO PROVIDE GENERATING EQUIPMENT

a. Approval Documents

GM Reimers reviewed contract and financial analysis information with the commission on the proposed addition of a 11.3-megawatt power plant. Gm Reimers also shared working group information that had taken place with Commissioners Bruce Wolf, Chuck Nickolay, NPUC staff and Ehlers Municipal advisors on 12-19-2024. Following the working group session staff and Commissioners agreed that General Manager Reimers should proceed with preparing agenda documents for the Commission to consider entering into contract with Ziegler Cat Power Systems to provide Diesel Generation and support equipment in the amount of \$9,841,243 that will be payable when equipment is delivered currently estimated in Q2 of 2027. Motion made by Commissioner Busch, seconded by Commissioner Bishop, to award the contract to Zigler Power Systems.

Motion carried (3-0)

9. ENGINEERING SERVICES AMENDMENT #2 FOR WEST SIDE ENERGY STATION

a. Approval Documents

GM Reimers reviewed task order amendment between DGR engineering and the NPUC to provide regulatory, design, bidding construction and post-construction engineering services for the generation project.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the task order agreement amendment.

Motion carried (3-0)

10. RESOLUTIONS

a. #24-12-30-01 Declaring Official Intent of City of NP to Reimburse Certain Expenditures

GM Reimers reviewed resolution #24-12-30-01 declaring the official intent of the city of New Prague and the New Prague Utilities Commission to reimburse certain expenditures from the proceeds of tax-exempt bonds or other obligations for the future West Side Energy Station generation projects.

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve resolution #24-12-30-01.

Motion carried (3-0)

11. SMMPA BOARD OF DIRECTORS MEETING

a. November 13, 2024

b. December 11, 2024 (Bruce)

GM Reimers informed the Commission on the following:

SMMPA staff informed the board on long-term financial forecasts and turbine procurement contract and permitting schedules

12. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:
The Water department welcomed Phil Tisdell as the new water department field staff employee
Staff has been working with contractors on the replacement of on the booster pumps at filter plant #2
The Electric department has finished converting all of the customers in the NE section of town from overhead services to the new underground system and all of the 2400 volt distribution system has been deenergized.

13. OTHER BUSINESS

None

14. ADJOURNMENT

Motion made by Commissioner Busch, seconded by Commissioner Bishop, to adjourn the meeting at 4:42 p.m.
Motion carried (3-0)

Respectfully Submitted,

Bruce Reimers
General Manager

Vendor Name	Net Invoice Amount
ABDO	
2024 AUDIT	\$2,450.00
AMAZON CAPITAL SERVICES	
OFFICE SUPPLIES	\$43.98
WALL CLOCK	\$11.24
BEVCOMM	
TELEPHONE	\$162.04
TELEPHONE/COMMUNICATIONS	\$59.95
CENTERPOINT ENERGY	
NATURAL GAS	\$89.28
CIVIC SYSTEMS LLC	
CIVIC DIRECT SUPPORT	\$3,290.62
SEMI-ANNUAL SUPPORT FEES	\$4,984.06
COMPUTERSHARE TRUST COMPANY	
2011 BOND PAYMENT	\$14,739.55
2014 BOND PAYMENT	\$10,900.00
FASTENAL	
BLUE MARKING PAINT	\$137.78
GOPHER STATE ONE CALL	
LINE LOCATES	\$7.43
GREATAMERICA FINANCIAL SERVICES	
POSTAGE MACHINE LEASE	\$93.99
JEFF STEINHOFF	
RPZ BACKFLOW TESTING LICENSE	\$20.14
KENNEDY & GRAVEN CHARTERED	
GENERAL - NPUC	\$215.60
LAKERS NEW PRAGUE SANITARY	
TRASH - ELECTRIC	\$34.32
TRASH - POWER PLANT	\$89.21
TRASH - WATER	\$34.32
METRO SALES INC	
COPIER LEASE	\$49.50
MINNESOTA MUNICIPAL UTILITIES ASSOC	
LEGISLATIVE CONFERENCE - BRUCE	\$365.00
NEON LINK	
ONLINE PAYMENT FEES	\$549.37
NEW PRAGUE UTILITIES	
ELECTRIC UTILITIES	\$983.03
WATER UTILITIES	\$32.30
O'REILLY AUTOMOTIVE INC	
ANTI- FREEZE	\$38.94
QUILL CORPORATION	
COPY PAPER	\$37.99
DESK CALENDAR	\$15.98
ROSS NESBIT AGENCIES INC.	
AGENCY FEE	\$372.60
SAFEASSURE CONSULTANTS	
SAFETY TRAINING	\$6,153.46
ST LOUIS MRO INC	
RANDOM TESTING	\$60.00
US BANK	
2020 BOND PAYMENT	\$112,175.16
US BANK CREDIT CARD	
MRWA TRAINING	\$300.00
PARADE OF LIGHTS	\$58.49
PO 858 - SMMPA	\$4,610.10
SAMPLES	\$14.36

Vendor Name	Net Invoice Amount
TAX SUPPLIES	\$68.19
TOOLS	\$102.44
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$520.40
VERIZON WIRELESS	
IPADS	\$55.10
TELEPHONE	\$1,100.96
VETERAN SHREDDING	
CONTRACTED SERVICES	\$17.00
ZIONS BANK	
2021A BOND PAYMENT	\$135,098.75
2022A BOND PAYMENT	\$31,175.00
2023A BOND PAYMENT	\$30,250.00
2024A BOND PAYMENT	\$24,544.44
ZORO TOOLS INC.	
DIESEL FUEL SUPPLEMENT	\$71.49
Grand Totals	<u>\$386,183.56</u>

Vendor / Description	Invoice Amount
ACE HARDWARE	
SUPPLIES	\$298.50
ACME TOOLS	
EXTENSION LADDER	\$620.00
AIRGAS USA LLC	
RESPIRATOR	\$43.94
WELDING GAS	\$88.36
ALTERNATIVE TECHNOLOGIES INC	
OIL SAMPLES	\$44.00
AMARIL UNIFORM COMPANY	
FR CLOTHING - BOB BREZINA	\$246.41
FR CLOTHING - BOB H	\$414.91
FR CLOTHING - BRADY	\$815.33
FR CLOTHING - COREY	\$811.84
FR CLOTHING - KEN	\$998.38
FR CLOTHING - LOGAN	\$1,202.72
FR CLOTHING - TUCKER	\$809.44
AMAZON CAPITAL SERVICES	
FIRST AID SUPPLIES	\$45.27
IPAD CASE	\$22.60
SCREEN PROTECTOR / CASE	\$44.72
ARVIG ANSWERING SOLUTIONS	
ANSWERING SERVICE	\$59.17
BORDER STATES ELECTRIC SUPPLY	
200 AMP CIRCUIT BREAKER W/ ENCLOSURE	\$1,041.72
COUPLING, 1-1/2 INNERDUCT DUARLINE	\$92.52
COUPLING, 1-1/4 INNERDUCT DURALINE	\$77.16
COUPLING, 2 INNERDUCT DURALINE	\$111.48
FUSEHOLDER, WATERPROOF HEB-AA	\$1,422.30
CENTERPOINT ENERGY	
NATURAL GAS	\$7,934.08
CRYSTEEL TRUCK EQUIPMENT	
UTILITY BOX - 2024 CHEV.	\$24,519.00
DEPARTMENT OF EMPLOYMENT & ECONOMIC DEV	
UNEMPLOYMENT	\$1,632.28
DGR ENGINEERING	
MAYO CLINIC - ENGINEERING	\$108.00
GRAINGER	
ABSORBENT PAD	\$63.80
BOXES - INVENTORY	\$39.00
FACESHIELD / VISOR	\$72.70
HARTMANN WELL COMPANY	
BALL VALVE - EAST TOWER	\$38.50
HAWKINS INC	
WATER PURIFICATION	\$40.00
INDUSTRIAL PNEUMATIC SYSTEMS	
SYNTHETIC FOOD GRADE BLOWER OIL	\$258.54
INTERSTATE BATTERY	
BATTERY - KEN TRUCK	\$120.43
BATTERY - TRAVIS TRUCK	\$120.42
L&S ELECTRIC	
WELL 4 - VFD	\$4,830.00
MACH LUMBER COMPANY	
WEATHER STRIPING	\$63.43
MCMASTER-CARR SUPPLY CO	
BOXES	\$26.19
MN DEPT OF HEALTH	
4TH QTR CONNECTION FEES	\$7,243.00

Vendor / Description	Invoice Amount
MN DEPT OF PUBLIC SAFETY	
EPCRA REPORTS	\$200.00
SMMPA HAZMAT	\$100.00
MN DNR ECOLOGICAL & WATER	
ANNUAL WATER REPORT	\$2,539.76
MN MUNICIPAL UTILITIES ASSOC	
2025 MEMBERSHIP DUES	\$14,947.00
JT&S TRAINING	\$1,018.75
METER SCHOOL - COREY & BRADY	\$1,110.00
MN VALLEY ELECTRIC COOPERATIVE	
KWH SERVICE TERRITORY AGREEMNT	\$413,239.10
MSC INDUSTRIAL SUPPLY CO	
ROLLER	\$25.55
POSTMASTER OF NEW PRAGUE	
UTILITY BILL POSTAGE	\$1,234.20
R & R METALWORKS INC	
SMMPA PO 858 - STEEL PLATES	\$105.00
RDO EQUIPMENT CO.	
BORING MACHINE - SUPPLIES	\$386.49
RIVER COUNTRY CO-OP	
FORKLIFT PROPANE	\$35.75
MOTORS FUEL	\$1,910.54
SALTCO	
MONTHLY SALT	\$35.00
STAR GROUP LLC.	
ANTI- FREEZE	\$4.61
STATE OF MINNESOTA	
DOT INSPECTION DECALS	\$50.00
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$28.16
UTILITY CONSULTANTS	
WATER SAMPLES	\$92.96
ZORO TOOLS	
HEATER & THERMOSTAT	\$900.67
PO 858 - SPRING	\$30.49
Grand Totals	<u>\$494,414.17</u>



Southern Minnesota Municipal Power Agency
 500 First Ave SW
 Rochester MN 55902-3303
 United States

Power Sales

Section 4, Item a.

#INV1592
 12/31/2024

Bill To

New Prague Municipal Utilities
 118 N Central Avenue
 New Prague MN 56071
 United States

Due Date: 1/27/2025

BILLING PERIOD	kWh	kW	DATE / TIME
Dec 2024	5,987,170	10,128	Dec 12, 2024 11:00:00 AM
SOLAR PRODUCTION	0	0	
TOTAL	5,987,170	10,128	
BASE RATE BILLING DEMAND CAP	N/A	0	
SUMMER SEASON BASE RATE DEMAND	N/A	15,725	Aug 26, 2024 4:00:00 PM
BASE RATE RATCHET DEMAND	N/A	11,637	Aug 26, 2024 4:00:00 PM

Description	Quantity	Rate	Amount	TOTAL
BASE RATE POWER SUPPLY				
Demand Charge (kW)	11,637	\$10.95	\$127,425.15	\$127,425.15
On Peak Energy Charge (kWh)	2,674,120	\$0.06431	\$171,972.66	\$171,972.66
Off Peak Energy Charge (kWh)	3,313,050	\$0.04808	\$159,291.44	\$159,291.44
Cost Adjustment (kWh)	5,269,409	\$0.005445	\$28,691.93	\$28,691.93
BASE RATE SUBTOTAL				\$487,381.18
TRANSMISSION				
Transmission Charge - CP (kW)	11,637	\$1.00	\$11,637.00	\$11,637.00
Transmission Charge - Ratchet (kW)	15,725	\$1.934234	\$30,415.83	\$30,415.83

OTHER CHARGES

Total	\$529,434.01
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NEW PRAGUE UTILITIES COMMISSION									
SMMPA									
12/31/2024									
MONTH	KWH	PURCHASED POWER	ENERGY COST ADJ	2024 Price/KWH	MONTH	KWH	PURCHASED POWER	ENERGY COST ADJ	2023 Price/KWH
January	6,076,702	\$ 492,817.06	\$ (14,666.30)	\$ 0.08351	January	6,074,429	\$ 500,013.36		\$ 0.08231
February	5,236,987	\$ 458,820.82	\$ (1,385.49)	\$ 0.08788	February	5,418,152	\$ 470,218.94		\$ 0.08679
March	5,317,688	\$ 484,044.84	\$ 21,047.45	\$ 0.08707	March	5,727,100	\$ 501,121.24	\$ 12,245.02	\$ 0.08536
April	5,056,695	\$ 479,805.51	\$ 27,912.54	\$ 0.08937	April	5,245,499	\$ 477,287.37	\$ 18,251.67	\$ 0.08751
May	5,482,934	\$ 533,610.64	\$ 57,883.99	\$ 0.08676	May	5,710,038	\$ 496,161.90	\$ (7,480.08)	\$ 0.08820
June	6,281,542	\$ 528,546.50	\$ 8,257.30	\$ 0.08283	June	6,997,617	\$ 574,273.89	\$ (10,614.96)	\$ 0.08358
July	7,292,531	\$ 593,245.07	\$ (6,319.23)	\$ 0.08222	July	7,101,113	\$ 608,890.20	\$ 14,338.12	\$ 0.08373
August	6,961,253	\$ 639,976.21	\$ 31,831.90	\$ 0.08736	August	7,423,203	\$ 639,769.84	\$ 5,368.44	\$ 0.08546
September	6,407,296	\$ 546,056.39	\$ (4,141.95)	\$ 0.08587	September	6,153,035	\$ 543,660.78	\$ 20,673.62	\$ 0.08500
October	5,359,459	\$ 486,387.81	\$ 15,710.69	\$ 0.08782	October	5,407,912	\$ 428,039.47	\$ (52,140.82)	\$ 0.08879
November	5,269,409	\$ 524,731.77	\$ 64,254.55	\$ 0.08739	November	5,340,198	\$ 458,752.64	\$ (7,798.21)	\$ 0.08737
December	5,987,170	\$ 529,434.00	\$ 28,691.93	\$ 0.08364	December	5,662,663	\$ 523,375.89	\$ 42,107.46	\$ 0.08499
Total	70,729,666	\$ 6,297,476.62	\$ 229,077.38	\$ 0.08580	Total	72,260,959	\$ 6,221,565.52	\$ 34,950.26	\$ 0.08561

NEW PRAGUE UTILITIES COMMISSION			
INVESTMENT SUMMARY			
11/30/2024			
First Bank and Trust			
Checking - Cash Balance			
Electric		\$	2,998,755.30
Water		\$	1,708,157.53
Subtotal		\$	4,706,912.83
Money Market		\$	2,086,270.59
Wells Fargo			
F.I.S.T. (Market Value per Wells Select report)		\$	3,326,355.00
Electric (74% of account)	\$	2,461,502.70	
Water (26% of account)	\$	864,852.30	
Total		\$	10,119,538.42
Invested			
F.I.S.T. original investment - 6/21/2012	\$	1,050,000	
F.I.S.T. Add'l investment - 7/19/2012	\$	730,000	
F.I.S.T. Add'l investment - 8/22/2014	\$	470,000	
F.I.S.T. Add'l Investment - 7/31/2015	\$	500,000	
F.I.S.T. Add'l Investment - 11/16/2015	\$	100,000	
	\$	2,850,000	

Managed Asset Allocation Summary

As of December 16, 2024

Section 5, Item a.

17, 202

Basis

NEW PRAGUE UTI
COMMISSION

221880

Investment Object
Income

	MARKET VALUE	TOTAL COST	UNREALIZED G/L	EST ANNUAL INCOME	EST ANNUAL YIELD	ALLOCATION
Cash Alternatives	26,973	26,973	0	1,217	4.51	0.8
Fixed Income	3,299,383	3,446,675	(147,292)	102,880	3.12	99.2
Total Portfolio	\$3,326,355	\$3,473,648	\$(147,292)	\$104,097	3.13%	100.0%



NEW PRAGUE UTILITIES COMMISSION, MINNESOTA
STATEMENT OF REVENUES AND EXPENSES
BUDGET AND ACTUAL
WATER FUND (UNAUDITED)
November 30, 2024

WATER FUND						
						<i>91.67% of year completed</i>
REVENUES	2023 Thru 11/30/2023	Current Month	Actual Thru 11/30/2024	2023/2024 Variance YTD	2024 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	(17,589.56)	(20,602.49)	8,241.83	25,831.39	-	0.00%
Residential	\$ 1,178,117.80	\$ 103,616.91	\$ 1,177,376.40	\$ (741.40)	\$ 1,167,088.00	100.88%
Commercial	565,225.43	45,297.08	433,591.61	(131,633.82)	619,473.00	69.99%
Water Hook-up Fees	\$ 40,647.96	\$ 2,115.00	\$ 48,282.00	\$ 7,634.04	\$ 20,000.00	241.41%
Interest Income	13,137.38	6,203.41	38,640.60	25,503.22	15,000.00	257.60%
Other Income	\$ 37,307.24	\$ 2,299.62	\$ 34,169.06	\$ (3,138.18)	\$ 56,400.00	60.58%
TOTAL REVENUES	\$ 1,816,846.25	\$ 138,929.53	\$ 1,740,301.50	\$ (76,544.75)	\$ 1,877,961.00	92.67%
EXPENSES						
Power Used	121,475.18	8,032.10	100,165.42	(21,309.76)	117,500.00	85.25%
Purification	53,474.59	240.74	51,794.11	(1,680.48)	58,000.00	89.30%
Distribution	46,731.46	12,813.86	32,882.09	(13,849.37)	70,500.00	46.64%
Depreciation	395,221.56	42,723.72	474,227.85	79,006.29	431,460.00	109.91%
Debt & Other Interest	102,657.78	58.35	112,053.55	9,395.77	101,948.00	109.91%
Salary & Benefits	547,667.19	33,020.36	507,137.10	(40,530.09)	647,468.00	78.33%
Admin & General	\$ 127,001.53	\$ 2,410.09	\$ 177,193.10	\$ 50,191.57	\$ 163,028.00	108.69%
TOTAL EXPENSES	\$ 1,394,229.29	\$ 99,299.22	\$ 1,455,453.22	\$ 61,223.93	\$ 1,589,904.00	91.54%
EXCESS REVENUES OVER EXPENSES	\$ 422,616.96	\$ 39,630.31	\$ 284,848.28	\$ (137,768.68)	\$ 288,057.00	

CITY OF NEW PRAGUE, MINNESOTA
STATEMENT OF REVENUES AND EXPENSES
BUDGET AND ACTUAL
ELECTRIC FUND (UNAUDITED)
November 30, 2024

Section 5, Item b.

ELECTRIC FUND						
91.67% of year completed						
<u>REVENUES</u>	2023 Thru 11/30/2023	Current Month	Actual Thru 11/30/2024	2023/2024 Variance YTD	2024 Fiscal Budget	% Received or Expended Based on Actual Budget
Unbilled Accounts Receivable	\$ (184,526.79)	\$ 68,452.92	\$ 47,210.46	\$ 231,737.25	\$ -	0.00%
Residential Revenue	\$ 3,884,175.71	\$ 292,420.62	\$ 3,850,023.60	\$ (34,152.11)	\$ 4,230,849.00	91.00%
Commercial	\$ 578,301.26	\$ 51,857.60	\$ 608,223.76	\$ 29,922.50	\$ 606,240.00	100.33%
Small Industrial	\$ 1,688,332.92	\$ 144,985.24	\$ 1,728,153.08	\$ 39,820.16	\$ 1,837,352.00	94.06%
Industrial	\$ 2,195,110.88	\$ 200,140.72	\$ 2,275,816.81	\$ 80,705.93	\$ 2,374,761.00	95.83%
Streetlights	\$ 57,553.64	\$ 3,214.59	\$ 48,016.51	\$ (9,537.13)	\$ 58,529.00	82.04%
Other Departments	\$ 135,392.09	\$ 10,707.56	\$ 118,685.35	\$ (16,706.74)	\$ 162,901.00	72.86%
SMMPA LOR Reimbursement	\$ 191,903.91	\$ 15,061.33	\$ 188,263.70	\$ (3,640.21)	\$ 180,000.00	104.59%
SMMPA O&M Revenue	\$ 621,370.60	\$ 71,871.02	\$ 843,510.35	\$ 222,139.75	\$ 654,740.00	128.83%
Reimbursement - SMMPA Rebates	\$ 28,521.03	\$ 15.00	\$ 8,944.54	\$ (19,576.49)	\$ -	0.00%
Interest Income	\$ 48,819.46	\$ 10,159.37	\$ 61,548.18	\$ 12,728.72	\$ 25,000.00	246.19%
Other Income	\$ 293,508.95	\$ 13,822.65	\$ 335,832.10	\$ 42,323.15	\$ 343,700.00	97.71%
TOTAL REVENUES	\$ 9,538,463.66	\$ 882,708.62	\$ 10,114,228.44	\$ 575,764.78	\$ 10,474,072.00	96.56%
EXPENSES						
Production	\$ 28,591.39	\$ 500.17	\$ 12,584.83	\$ (16,006.56)	\$ 26,000.00	48.40%
Purchased Power	\$ 5,698,189.63	\$ 524,731.77	\$ 5,768,042.62	\$ 69,852.99	\$ 6,401,508.00	90.10%
SMMPA O&M Expenses	\$ 249,856.60	\$ 34,312.90	\$ 428,913.47	\$ 179,056.87	\$ 486,740.00	88.12%
Distribution/Transmission	\$ 78,174.01	\$ 9,875.72	\$ 61,806.02	\$ (16,367.99)	\$ 114,000.00	54.22%
Energy Conservation - Rebates	\$ 35,672.98	\$ 866.00	\$ 13,122.69	\$ (22,550.29)	\$ 12,500.00	104.98%
Depreciation	\$ 631,365.58	\$ 62,006.41	\$ 688,691.18	\$ 57,325.60	\$ 680,160.00	101.25%
Salary & Benefits	\$ 1,120,339.23	\$ 107,599.11	\$ 1,215,933.39	\$ 95,594.16	\$ 1,697,681.00	71.62%
MVEC LOR Payment	\$ 383,807.78	\$ 30,122.66	\$ 376,527.36	\$ (7,280.42)	\$ 357,793.00	105.24%
Admin & General	\$ 220,670.04	\$ 8,952.86	\$ 279,838.01	\$ 59,167.97	\$ 260,278.00	107.52%
Payment in Lieu of Taxes	\$ 36,666.67	\$ 3,333.33	\$ 36,666.63	\$ (0.04)	\$ 40,000.00	91.67%
TOTAL EXPENSES	\$ 8,483,333.91	\$ 782,300.93	\$ 8,882,126.20	\$ 398,792.29	\$ 10,076,660.00	88.15%
EXCESS REVENUES OVER EXPENSES	\$ 1,055,129.75	\$ 100,407.69	\$ 1,232,102.24	\$ 176,972.49	\$ 397,412.00	

Note: "Other Income" includes metal recycling

NEW PRAGUE UTILITIES COMMISSON					
ELECTRIC SALES KWH					
		ACCUM			ACCUM
MONTH	2024	2024	MONTH	2023	2023
JAN	5,508,723	5,508,723	JAN	7,167,597	7,167,597
FEB	5,637,288	11,146,011	FEB	5,749,576	12,917,173
MAR	5,184,765	16,330,776	MAR	5,309,337	18,226,510
APR	5,128,582	21,459,358	APR	5,593,759	23,820,269
MAY	4,697,436	26,156,794	MAY	4,902,810	28,723,079
JUNE	5,321,360	31,478,154	JUNE	5,925,918	34,648,997
JULY	6,088,366	37,566,520	JULY	6,929,204	41,578,201
AUG	7,394,647	44,961,167	AUG	6,782,693	48,360,894
SEPT	6,608,966	51,570,133	SEPT	6,923,879	55,284,773
OCT	6,050,221	57,620,354	OCT	5,971,226	61,255,999
NOV	5,095,903	62,716,257	NOV	4,829,240	66,085,239
DEC	5,665,673	68,381,930	DEC	5,387,440	71,472,679
TOTAL	68,381,930		TOTAL	71,472,679	

***Monthly Kwh totals are not final until year-end**

AGENDA ITEM: 5C									
NEW PRAGUE UTILITIES COMMISSION									
WATER PUMPED-SOLD-USED									
2024									
YR/MO	2024		2023		YR/MO	2024		2023	
	2024	YTD	2023	YTD		2024	YTD	2023	YTD
JANUARY	12/8/23-1/8/2024		12/2/22-1/10/2023		JULY	6/7/2024-7/8/2024		6/9/2023-7/11/2023	
GAL PUMPED	18,004	18,004	17,529	17,529	GAL PUMPED	19,050	129,082	44,904	160,021
GAL SOLD	15,411	15,411	14,793	14,793	GAL SOLD	16,581	108,730	41,150	142,482
GAL USED	280	280	337	337	GAL USED	456	2,490	981	3,391
GAL(LOSS)/GAIN	(2,313)	(2,313)	(2,399)	(2,399)	GAL(LOSS)/GAIN	(2,013)	(17,862)	(2,773)	(14,148)
PERCENTAGE	12.8%	12.8%	13.7%	13.7%	PERCENTAGE	10.6%	13.8%	6.2%	8.8%
FEBRUARY	1/8/2024-2/7/2024		1/10/2023-2/8/2023		AUGUST	7/8/2024-8/7/2024		7/11/2023-8/9/2023	
GAL PUMPED	17,511	35,515	17,060	34,589	GAL PUMPED	25,675	154,757	38,624	198,645
GAL SOLD	14,979	30,390	15,323	30,116	GAL SOLD	22,609	131,339	35,725	178,207
GAL USED	343	623	325	662	GAL USED	757	3,247	579	3,970
GAL(LOSS)/GAIN	(2,189)	(4,502)	(1,412)	(3,811)	GAL(LOSS)/GAIN	(2,309)	(20,171)	(2,320)	(16,468)
PERCENTAGE	12.5%	12.7%	8.3%	11.0%	PERCENTAGE	9.0%	13.0%	6.0%	8.3%
MARCH	2/7/2024-3/8/2024		2/8/2023-3/9/2023		SEPTEMBER	8/7/2024-9/9/2024		8/9/2023-9/8/2023	
GAL PUMPED	16,824	52,339	15,950	50,539	GAL PUMPED	27,535	182,292	37,180	235,825
GAL SOLD	14,823	45,213	14,555	44,671	GAL SOLD	23,306	154,645	34,643	212,850
GAL USED	330	953	368	1,030	GAL USED	785	4,032	601	4,571
GAL(LOSS)/GAIN	(1,671)	(6,173)	(1,027)	(4,838)	GAL(LOSS)/GAIN	(3,444)	(23,615)	(1,936)	(18,404)
PERCENTAGE	9.9%	11.8%	6.4%	9.6%	PERCENTAGE	12.5%	13.0%	5.2%	7.8%
APRIL	3/8/2024-4/8/2024		3/9/2023-4/8/2023		OCTOBER	9/9/2024-10/8/2024		9/8/2023-10/10/2023	
GAL PUMPED	17,280	69,619	17,103	67,642	GAL PUMPED	31,996	214,288	30,086	265,911
GAL SOLD	15,301	60,514	15,509	60,180	GAL SOLD	30,099	184,744	27,240	240,090
GAL USED	311	1,264	311	1,341	GAL USED	1308	5,340	452	5,023
GAL(LOSS)/GAIN	(1,668)	(7,841)	(1,283)	(6,121)	GAL(LOSS)/GAIN	(589)	(24,204)	(2,394)	(20,798)
PERCENTAGE	9.7%	11.3%	7.5%	9.0%	PERCENTAGE	1.8%	11.3%	8.0%	7.8%
MAY	4/8/2024-5/8/2024		4/8/2023-5/10/2023		NOVEMBER	10/8/2024-11/7/2024		10/10/2023-11/8/2023	
GAL PUMPED	19,862	89,481	18,946	86,588	GAL PUMPED	23,486	237,774	17,838	283,749
GAL SOLD	14,611	75,125	14,860	75,040	GAL SOLD	21,756	206,500	14,855	254,945
GAL USED	318	1,582	373	1,714	GAL USED	552	5,892	330	5,353
GAL(LOSS)/GAIN	(4,933)	(12,774)	(3,713)	(9,834)	GAL(LOSS)/GAIN	(1,178)	(25,382)	(2,653)	(23,451)
PERCENTAGE	24.8%	14.3%	19.6%	11.4%	PERCENTAGE	5.0%	10.7%	14.9%	8.3%
JUNE	5/8/2024-6/7/2024		5/10/2023-6/9/2023		DECEMBER	11/7/2024 - 12/8/2024		11/8/2023 - 12/8/2023	
GAL PUMPED	20,551	110,032	28,529	115,117	GAL PUMPED	18,084	255,858	17,948	301,697
GAL SOLD	17,024	92,149	26,292	101,332	GAL SOLD	17,118	223,618	15,465	270,410
GAL USED	452	2,034	696	2,410	GAL USED	489	6,381	331	5,684
GAL(LOSS)/GAIN	(3,075)	(15,849)	(1,541)	(11,375)	GAL(LOSS)/GAIN	(477)	(25,859)	(2,152)	(25,603)
PERCENTAGE	15.0%	14.4%	5.4%	9.9%	PERCENTAGE	2.6%	10.1%	12.0%	8.5%



New Prague Utilities Commission

In the Counties of Scott & Le Sueur

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Bruce Reimers, General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager

DATE: January 27, 2025

SUBJECT: **Resolution Adopting the New Prague Utilities Commission’s Distributed Energy Resource Interconnection Process and Average Retail Utility Energy Rate**

In 2018, the New Prague Utilities Commission (NPUC) adopted a Model Distributed Generation Policy and rule, and subsequently New Prague Utilities Commission submitted a Cogeneration and Small Power Production Tariff. This process was undertaken to comply with state statute and provide for local resolution dispute related to distributed generation.

On August 13, 2018, the Minnesota Public Utilities Commission (MPUC) adopted an updated Interconnection Process for Distributed Energy Resources (the new name for Distributed Generation.) The Interconnection Process is part of the Cogeneration and Small Power Production Tariff. The main thrust of the order was to create three “tracks” for processing Distributed Energy Resource Interconnection requests and set specific timelines and fees.

The MPUC order requires that new policies and rules be adopted that conform with the new interconnection process. Attached are uniform documents that were developed by the Minnesota Municipal Utilities Association that would meet this requirement. We are requesting the New Prague Utilities Commission formally adopt the new policy and rules.

Attached for adoption include:

- **SCHEDULE 1** – Calculation of the average retail utility energy rates
- **SCHEDULE 2** – The estimated average incremental energy costs by seasonal, peak, and off-peak periods and annual avoided capacity costs from Southern Minnesota Municipal Power Agency.

As required under the prior policy and rules, we will continue to file annually an updated Average Retail Energy Rate – Schedule 1, Average Incremental Cost – Schedule 2, a Qualifying Facilities Report and publish a Cogeneration and Small Power Generation notice to customers.

At the Commission Meeting, I will review the new Distributed Energy Resource Interconnection process and go through the required documents that will be available to customers.

RECOMMENDATION:

New Prague Utilities Commission review and approval of Resolution.

SCHEDULE 1 – AVERAGE RETAIL UTILITY ENERGY RATE

Net Energy Billing: Available to any QF of less than 40 kW capacity that does not select either Roll Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

New Prague Utilities shall bill QF for any excess of energy supplied by New Prague Utilities above energy supplied by the QF during each billing period according to New Prague Utilities applicable rate schedule. New Prague Utilities shall pay the customer for the energy generated by the QF that exceeds that supplied by New Prague Utilities during a billing period at the “average retail utility energy rate.”

"Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available shall be used in the computation. The “average retail utility energy rates” are as follows:

Customer Class	Average Retail Utility Energy Rate
Residential	\$.1369 / KWh
Commercial	\$.1302 / KWh
Small Industrial	\$.0753 / KWh
Large Industrial	\$.0753 / KWh

SCHEDULE 2 – AVERAGE INCREMENTAL COST

Estimated Marginal Energy Costs (\$/MWh)						
		2025	2026	2027	2028	2029
Summer	On Peak	42.20	43.97	47.29	48.58	50.18
	Off Peak	25.13	26.83	26.25	28.57	29.86
	All Hours	32.98	34.71	35.93	37.78	39.21
Winter	On Peak	38.73	44.69	47.81	47.81	48.44
	Off Peak	28.94	33.73	37.73	39.35	41.85
	All Hours	33.44	38.77	42.37	43.53	45.97
Annual	On Peak	40.46	44.33	47.55	48.51	50.49
	Off Peak	27.04	30.28	31.99	33.96	35.85
	All Hours	33.21	36.74	39.15	40.65	42.59
Annual # hours on-peak:						

Description of season and on-peak and off-peak periods	
Summer:	April through September
Winter:	October through March
On-peak period:	6 am to 10 pm Monday through Friday except holiday (New Years, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day)
Off-peak period:	All other hours

Estimated Marginal Energy Costs

The estimated system average incremental energy costs are calculated by seasonal peak and off-peak periods for each of the next five years. For each seasonal period, system incremental energy costs are averaged during system daily peak hours, system daily off-peak hours, and all hours in the season. The energy costs are increased by a factor equal to 50 percent of the line losses.

The energy needs of [UTILITY NAME HERE] are served through its membership in Southern Minnesota Municipal Power Agency (SMMPA). SMMPA, in turn, is a member of the Midcontinent ISO (MISO). As a result, the municipal’s incremental energy cost is equivalent to the MISO hourly Locational Marginal Price (LMP). Actual hourly LMP will vary significantly based on several parameters such as weather, energy demand, and generation availability. The table above represents a forecast of the MISO hourly LMP values averaged over each specific time period at the MISO Minnesota Hub.

Capacity Payment for Firm Power (Net annual avoided capacity cost)

A capacity payment will be made for energy delivered by the qualifying facility to the utility with at least a 65 percent on-peak capacity factor in the month. The capacity factor is based upon the qualifying facility's maximum on-peak metered capacity delivered to the utility during the month. The capacity component applies only to deliveries during on-peak hours.

Capacity Payment (\$/kWh)	
	2025
Capacity Value per kWh (on-peak hours)	\$0.002
Capacity Value per kWh (all hours)	\$0.001

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague }

**CITY OF NEW PRAGUE
RESOLUTION #25-01-27-01**

**RESOLUTION ADOPTING THE NEW PRAGUE UTILITIES COMMISSION'S
DISTRIBUTED ENERGY RESOURCE INTERCONNECTION PROCESS
AND AVERAGE RETAIL UTILITY ENERGY RATE**

WHEREAS, by order on September 28, 2004, the Minnesota Public Utilities Commission adopted Generic Standards for Utility Tariffs for Interconnection and Operation of Distributed Generation Facilities; and

WHEREAS, Minnesota Statutes Section 216B.1611, subdivision 3 required municipal utilities to adopt a generation tariff that addressed the issues included in the commission's order; and

WHEREAS, under Minnesota Statutes Section 216B.25, any order of the commission rescinding, altering, amending, or reopening a prior order shall have the same effect as an original order; and

WHEREAS, by order on August 13, 2018, the Minnesota Public Utilities Commission adopted an updated interconnection process for distributed energy resources replacing the standards adopted in 2004; and

WHEREAS, the New Prague Utilities Commission's Distributed Energy Resource Interconnection Process addresses the issues included in the commission's 2018 order; and

WHEREAS, this Distributed Energy Resource Interconnection Process functions in concert with the New Prague Utilities Commission's Policy Regarding Distributed Energy Resources and Net Metering as well as its Rules Governing the Interconnection of Cogeneration and Small Power Production;

THEREFORE, BE IT RESOLVED that the New Prague Utilities Commission adopts the New Prague Utilities Commission's Distributed Energy Resources Interconnection Process.

Adopted by the New Prague Utilities Commission (NPUC) of the City of New Prague on this 27th day of January, 2025.

Daniel Bishop
NPUC President

ATTEST:

Bruce Reimers
General Manager



New Prague Utilities Commission

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Bruce Reimers
General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager

DATE: January 16, 2025

SUBJECT: **2025 Official Depositories**

Under Minnesota State Statute 118A.02, the governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions.

Below is the list of official depositories currently utilized by the City:

- First Bank & Trust of New Prague
- Minnwest of New Prague
- Wells Fargo Bank N.A. of New Prague
- Wells Fargo Advisors of New Prague
- Minnesota Municipal Money Market Fund (4M Fund)



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Bruce Reimers
General Manager

MEMORANDUM

TO: New Prague Utilities Commission

FROM: Bruce Reimers, Utilities General Manager

DATE: January 16, 2025

SUBJECT: **2025 Official Newspaper: New Prague Times**

In accordance with Minnesota State Statute 412.831, the Council was required to designate a legal newspaper of general circulation in the City as its official newspaper, in which shall be published such ordinances and other matters as are required by law to be so published and such other matters as the Council may deem it advisable and in the public interest to have published in this manner.

City Staff has approved the New Prague Times be designated as the “2025 Official Newspaper” for the City.

**SOUTHERN MINNESOTA MUNICIPAL POWER AGENCY
Minutes of the Board of Directors' Meeting
December 11, 2024**

President Moulton called the meeting to order at 9:00 a.m. at the Best Western Hotel in Fairmont, Minnesota.

Ms. Zarling, City of Fairmont Assistant Finance Director, welcomed the members to Fairmont.

Board Members Present:

President Peter T. Moulton, Saint Peter; Vice President Roger E. Warehime, Owatonna; Secretary James R. Bakken, Preston; Treasurer T. Scott Jensen, Lake City; Mark E. Nibaur, Austin; Bruce A. Reimers, New Prague; and Timothy M. McCollough, Rochester.

Others Present:

David P. Geschwind, Executive Director & CEO; Alex Bumgardner, Austin; Julie Zarling, Fairmont; Beth A. Fondell, Naomi A. Goll, Joseph A. Hoffman, Rebecca J. Schmitz, and Jeremy B. Sutton of the Agency staff.

Others Present Via Conference Call:

Mike Roth, Shane Steele, Grand Marais; Joe Kohlgraf, Mora; Keith R. Butcher, Princeton; Jason Halvorson, Redwood Falls; and Chris Rolli, Spring Valley.

#1 Agenda Approval:

Mr. Geschwind suggested moving the Financial Report after item #4 Long-Term Financial Forecast to accommodate Ms. Fondell departing the meeting after the Financial Report.

Mr. Reimers moved to approve the amended agenda, seconded by Mr. Jensen, passed upon a unanimous vote of the board members present.

#2 Consent Agenda:

Mr. Bakken moved to approve the consent agenda, seconded by Mr. Nibaur, passed upon a unanimous vote of the board members present.

APPROVED the November 13, 2024 board meeting minutes.

#3 Banking Services Agreement-Fondell:

Ms. Fondell reported on the banking services agreement.

In July 2024, SMMPA issued a request for proposal for banking services. SMMPA staff evaluated proposals and conducted finalist interviews of three banks (Alerus, Bremer Bank, and U.S. Bank) in November 2024.

U.S. Bank emerged as the recommended bank as a clear leader in technology, with a very impressive online banking portal that streamlines processes. Additional benefits include a company credit card program exclusively for governmental entities with cash rebates and the existing relationship through the Revolving Credit Agreement that could yield some benefits as that credit facility is renewed in 2025.

Discussion.

Board Action

The Agency is recommending that the SMMPA Board of Directors add U.S. Bank as an approved bank.

Mr. Nibaur moved to approve adding U.S. Bank as SMMPA’s bank for operating accounts, seconded by Mr. McCollough, passed upon a unanimous vote of the board members present.

#4 Long-Term Financial Forecast-Schmitz:

The long-term financial forecast and key assumptions packets were distributed electronically to the members prior to the board meeting.

Ms. Schmitz presented the long-term financial forecast for 2024-2039. The forecast and key assumptions were summarized. Debt Service Reserve funds that will be released in 2026 and 2027 are not included in the forecast as the plan is to utilize those funds for Sherco 3 decommissioning and lingering costs after the 2030 retirement date.

Discussion.

Continuing Evaluation

- Capital Reserves Study planned for 2025.
- Bond refunding analysis.
- Coal inventory impact to future cash.
- Future resource timing and cost structure.
- Fixed cost reduction opportunities.
- New debt issuance timing and strategy.
- Sherco 3 decommissioning/lingering costs and funding strategy.

Financial Report October 2024-Fondell:

Ms. Fondell summarized Agency financial results through October as provided in the board book materials.

Revolving Credit Agreement

The Revolving Credit Agreement taxable paydown of \$2.55 million will occur next week.

Saint Peter Solar Project

The Saint Peter Solar Project 2024 tax forms will be submitted in 2025.

SMMPA Finance & Audit Committee Meeting Rescheduled

The SMMPA Finance & Audit Committee meeting was rescheduled from December 4, 2024 to January 15, 2025.

SMMPA Personnel

- Rebecca Schmitz, Financial & Resource Planning Analyst II was recently promoted to Manager of Planning & Analysis.
- Heather Schmitz, Financial & Resource Planning Analyst I, and was re-hired on December 9, 2024.

After a short break, the board reconvened at 10:09 a.m.

#5 Board Retreat Summary-Geschwind:

Mr. Geschwind reported that the SMMPA Board Retreat was held November 7-8, 2024 at the Mystic Lake Casino Hotel, Prior Lake, Minnesota.

Retreat topics and the discussion that took place at the retreat were summarized.

#6 Solar Turbine Procurement Contract and Permitting Schedule-Sutton:

Mr. Sutton reported on the Solar Turbine procurement contract and permitting schedule for the Steele Energy Station Project.

Air Permit

SMMPA is working with DGR Engineering on the air permit filing process.

The total timeline from signing the contract to receiving an air permit would need to be completed in 12 to 15 months, but it could be difficult given the Minnesota Pollution Control Agency (MPCA) processes. SMMPA is working with Solar Turbine on alternative payment schedules to build in potential schedule flexibility due to the MPCA permitting process.

Discussion.

Next Steps

Finalize negotiations with Solar Turbine.

- Solar Turbines is awaiting SMMPA’s response.
- All options currently have 10% due at contract signing.
- Determine value proposition of extra months provided in the most recent Solar Turbine proposal.

#7 Public Power Governance Essentials Training-Hoffman:

Mr. Hoffman reported on the Public Power Governance Essentials Training.

APPA offers webinar series of 15 courses that are geared toward public power policymakers (utility commissioners, mayors, and city council members).

SMMPA will purchase a block of 20 subscriptions at \$100/each (good for 24 months) and will make them available to policymakers in the member communities.

Discussion.

Members interested may contact Mr. Hoffman to activate the subscriptions.

Government Affairs/Member Services Report-Hoffman:

Mr. Hoffman summarized the government affairs/member services report detailed in the board book.

SMMPA Member IT Roundtable

Members were reminded of the IT Roundtable for members on December 18, 2024 at Owatonna Public Utilities.

Energy Efficiency Rebates for Net Export Customers

There are customers with distributed generation in member communities that are net exporters of energy. The Agency anticipates that at some point, one of these customers may seek energy efficiency rebates. It was noted that while these customers may not be billed for energy, they may still be billed for demand charges. SMMPA staff will discuss this topic, with further discussion likely at a future SMMPA board meeting.

Operations Report-Sutton:

Mr. Sutton reported:

Tranche 1 Update - Long Range Transmission Planning

In July 2022, MISO’s Board of Directors approved new transmission projects to address future reliability needs. Tranches 1 and 2 are focused on the Midwest, Tranche 3 will be focused on MISO south, and Tranche 4 will be focused on strengthening the tie between MISO south and north.

SMMPA has the opportunity to invest in projects within Tranche 1 in Minnesota and Wisconsin. LRTP-4 (Wilmarth-North Rochester-Tremval) project participants include Xcel Energy, Dairyland Power Cooperative, Rochester Public Utilities, and SMMPA, and all are working on the joint development agreements. In-service date is anticipated in June 2030.

SMMPA also has investment rights in LRTP-6 (Tremval-Rocky Run-Columbia in Wisconsin). Project participants include Xcel Energy, WPPI, and SMMPA. In-service date is anticipated in a year after LRTP-4.

In the next few months, SMMPA Member Representatives will be asked to vote to approve a debt issuance to support the Agency’s ownership in Tranche 1.

Market Price Update

A graph of recent natural gas and on-peak electricity prices was discussed.

President’s Report:

Mr. Moulton reported:

- SMMPA Staff: Appreciation was expressed toward SMMPA staff for their efforts this year.

Executive Director & CEO’s Report:

Mr. Geschwind reported:

- SMMPA Key Metrics: Members were asked to inform SMMPA if the SMMPA Key Metrics are not providing value or if there are any suggested changes.

Member Forum:

None.

Other Business:

There was no other business.

Adjourn:

A motion to adjourn the meeting was made by Mr. Nibaur, seconded by Mr. Bakken, passed upon a unanimous vote of the board members present.

The meeting was adjourned at 11:33 a.m.

Secretary