



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING AGENDA

Wednesday, July 08, 2026

3:00 PM

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Work Session Meeting of the Grand Rapids Public Utilities Commission will be held on Wednesday, July 8, 2026 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**BUSINESS:**

1. Consider a motion to approve \$619,222.91 in verified claims for June and July 2026.
2. Operations & Capital Updates

**ADJOURNMENT:**

The next Regular Meeting of the Commission is scheduled for Wednesday, July 22, 2026 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Work Session is scheduled for Wednesday, August 12, 2026 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 and we will provide you with a copy of the policy.



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** July 8, 2026

**AGENDA ITEM:** Consider a motion to approve \$619,222.91 in verified claims for June and July 2026.

**PREPARED BY:** Taylor Bird, Finance Manager

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**BACKGROUND:**

See attached check registers:

Bill list:	\$170,088.58
Bill payments with prior approval:	\$449,134.33
<b>Total</b>	<b>\$619,222.91</b>

**RECOMMENDATION:**

Approve \$619,222.91 in verified claims for June and July 2026.

Grand Rapids Public Utilities  
Meeting Date: 7/8/26  
Check/EFT/Auto: 6/18/26-7/1/26  
PUC: Bill Payments w/ Prior Approvals

PUC Meeting Identifier	Name	Sum of Bill Amount
Prior Approval	V00039 Enterprise FM Trust	22,651.12
Prior Approval	V00048 Emergent Software LLC	19,653.24
Prior Approval	V00122 RMB Environmental Laboratories Incorporated	1,345.60
Prior Approval	V00136 LeClaire Mike	40.00
Prior Approval	V00294 Riley Joseph	40.00
Prior Approval	V00433 Stoltz Gary	40.00
Prior Approval	V00678 Busy Bees Quality Cleaning Services Incorporated	375.00
Prior Approval	V00734 MN Department of Revenue	102,244.00
Prior Approval	V00843 TNT Aggregates LLC	23,769.50
Prior Approval	V00901 Core & Main	2,235.44
Prior Approval	V00946 Trout Enterprises Incorporated	420.00
Prior Approval	V00967 Stanley Tom	824.40
Prior Approval	V00977 Metro Sales Incorporated	48.37
Prior Approval	V01002 First Net AT & T Mobility	551.32
Prior Approval	V01159 Hawkins Water Treatment Group	9,770.81
Prior Approval	V01173 Sandstrom's Incorporated	1,354.35
Prior Approval	V01210 Hach Chemicals	510.99
Prior Approval	V01353 Viking Electric Supply Incorporated	433.41
Prior Approval	V01393 MN Council 65	1,964.16
Prior Approval	V01531 Locators & Supplies	1,322.82
Prior Approval	V01601 MN Department of Commerce	3,437.72
Prior Approval	V01900 MN Child Support Payment Center	893.40
Prior Approval	V01916 Davis Petroleum	109.80
Prior Approval	V02304 MN Energy Resources Corporation	592.80
Prior Approval	V02342 UPS	445.97
Prior Approval	V02374 Gustafson Doug	40.00
Prior Approval	V02429 Compass Minerals	4,976.88
Prior Approval	V02499 Cannon Technologies Incorporated	1,500.00
Prior Approval	V02574 Stantec Consulting Services, Inc	11,269.00
Prior Approval	V02578 WEX Health	1,123.75
Prior Approval	V02590 Hansen Mark	40.00
Prior Approval	V02679 Dimich Corey	40.00
Prior Approval	V02790 Customer Refunds Utility Accounts	851.53
Prior Approval	V02850 McMaster Carr	566.60
Prior Approval	V02870 Bolton and Menk Inc	54,671.00
Prior Approval	V03154 Blanchard Jason	40.00
Prior Approval	V03166 Grainger	238.70
Prior Approval	V03311 Rundell Eric	40.00
Prior Approval	V03357 US Bank Equipment Finance	243.11
Prior Approval	V03641 Verizon Wireless	973.40
Prior Approval	V03671 City of Grand Rapids	766.96
Prior Approval	V03738 Paul Bunyan Communications	7,758.79
Prior Approval	V04423 Sjostrand Megan	40.00
Prior Approval	V04521 Adam Dragicevich	40.00
- None -	V02585 NCPERS Group Life Insurance	80.00
Prior Approval	V00965 Northeast Service Cooperative	79,455.94
Prior Approval	V00396 UNUM Life Insurance	3,733.13
Prior Approval	V02700 Internal Revenue Service	43,265.37
Prior Approval	V04434 Voya Institutional Trust Company	12,547.07
Prior Approval	V01550 Public Employees Retirement Association	20,829.31
Prior Approval	V00161 MN Department of Revenue (Payroll)	7,755.82
Prior Approval	V02578 WEX Health	1,173.75
<b>Total</b>		<b>449,134.33</b>

Grand Rapids Public Utilities  
Meeting Date: 7/8/26  
GRPU: Bill List

Item 1.

<b>PUC Meeting Identifier</b>	<b>Vendor</b>	<b>Vendor Name</b>	<b>Payment Amount</b>
Commission Meeting	City of Grand Rapids	City of Grand Rapids	17,724.34
Commission Meeting	Climate Makers Incorporated	Climate Makers Incorporated	2,142.63
Commission Meeting	MacroSource LLC	MacroSource LLC	12,276.87
Commission Meeting	Nelson Truck & Trailer LLC	Nelson Truck & Trailer LLC	2,420.23
Commission Meeting	Temporary Vendor- Rebates	Joseph Allen	400.00
Commission Meeting	Temporary Vendor- Rebates	Grand Rapids Gymnastics Academy	246.11
Commission Meeting	Temporary Vendor- Rebates	Patrick Johnson	400.00
Commission Meeting	Temporary Vendor- Rebates	Steve Saxton	35.00
Commission Meeting	Temporary Vendor- Rebates	Brent Schotl	11.40
Commission Meeting	TNT Aggregates LLC	TNT Aggregates LLC	34,753.00
Commission Meeting	Wesco	Wesco	99,679.00
<b>Total</b>			<b><u>170,088.58</u></b>



# GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

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**AGENDA DATE:** July 8, 2026  
**AGENDA ITEM:** Operations & Capital Updates  
**PREPARED BY:** GRPU Staff

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**BACKGROUND:**

GRPU Operating & Capital Updates

**RECOMMENDATION:**

None. Review Only.

# Grand Rapids Public Utilities

July 8, 2026

Operational and Capital Updates

GRPU Management Team





# MISSION VISION VALUES

## WHO WE ARE

**Grand Rapids Public Utilities (GRPU) is a statutory municipal utility established by the city of Grand Rapids, Minnesota. The Grand Rapids Public Utilities Commission (GRPUC) provides full control, operation and management of the GRPU electric power distribution system, the water production, treatment and distribution systems, and the wastewater collection and treatment systems.**



## Our Vision

Our vision is to be a dynamic public asset for the thriving community of Grand Rapids, enhancing lives and fostering growth through excellence in the provision of essential utility services.



## Our Mission

Our mission is to empower GRPU team members to deliver safe, reliable, affordable, sustainable, and customer-focused utility services for our community.



## Our Values

- Safety** We hold paramount the well-being of our employees and the public in all operations.
- Integrity** We uphold ethical standards and foster trust with all stakeholders.
- Customer Focus** We prioritize customer needs and satisfaction in all our decisions and actions.
- Efficiency** We maximize resources to provide cost-effective services without compromising quality.
- Reliability** We consistently deliver high-quality utility services and strive for uninterrupted access.
- Sustainability** We employ environmentally responsible practices in our operations and services.
- Transparency** We openly share information and decision-making processes, promoting informed community involvement.



# Strategic and Sustainable Fiscal Management (FM)

Item 2.

## Operations: 2025 Audit Status Update by Taylor Bird

### Remaining Items:

- Capital Assets (largest remaining task)
  - Reconciling data between legacy and new ERP systems
  - Updating capital asset processes following ERP implementation
  - Closing completed capital asset replacement plans
- Compensated Absences
  - PTO balances being updated by Jean Key
  - One final journal entry required after balances are completed
- Leases
  - Final leases reconciled
  - Approximately 3-4 journal entries remain



# Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: 2025 Audit Status Update by Taylor Bird

## Final Steps Before Audit Completion:

- **After Balancing is Complete**

- Finalize Financial Statements
- Complete Management Discussion and Analysis (MD&A)
- Complete Transmittal Letter
- Update Statistical Tables

- **Quality Assurance**

- CLA review and quality assurance process – answer any CLA questions during this process

During reconciling, incorrect data mapping that was identified in 2025 has also been tested in 2026 to ensure corrections carry forward into the current fiscal year and to prevent recurring issues.



# Strategic and Sustainable Fiscal Management (FM)

## Operations: 2025 Audit Status Update by Taylor Bird

### Target Timeline:

Date	Milestone
<b>July 10</b>	GRPU reconciliation and balancing complete
<b>July 13–24</b>	CLA review and quality assurance process
<b>July 27–31</b>	Final revisions and audit completion

### Overall Outlook

- Remaining work is well-defined and actively progressing
- Capital assets continue to be the primary drive of the timeline due to the ERP integration and process changes
- Once these items are completed, the audit will move into its final review and reporting phase



# Operational Excellence (OE)

Item 2.

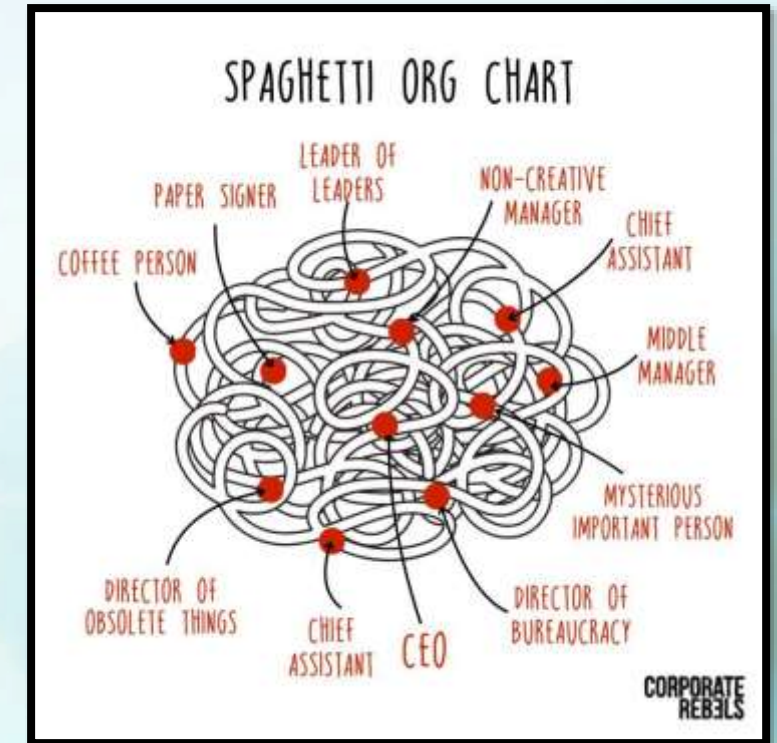
## Operations: IT Transition Plan Update by Mike LeClaire

- KTI Team recommended this plan October of 2024
- We added to the plan recommendations from City IT
  - Updated Wi-Fi, Backup power – Generator, Firewall & Network Switches, Microsoft Licensing, Backup Infrastructure, File Server, Virtual Servers -Modified to all Cloud Server Environment, File Server to other platforms, Data Loss Prevention - Modifying for additional secured protection
- Additional items from vendors recommendations
  - 3-tiered cyber security, Group Policies, Email Server Migration, Server Consolidation and Optimization
- Future Update as part of ITCP4500 & IT Vendor Support
  - Server Upgrades to Cloud, Overall Cost Analysis and 5-year ROI

Subitem	Status	Owner
Hire CIO	Done	[User Icon]
Upgrade Internet	Done	[User Icon]
MDM	Done	[User Icon]
Server Managment	Done	[User Icon]
Network	Done	[User Icon]
Cyber Security	Done	[User Icon]
Phone System	Done	[User Icon]
Physical Security	Done	[User Icon]
Security Cameras	Done	[User Icon]
Help Desk Support	Done	[User Icon]
Hire IT Tech	Done	[User Icon]
ERP & Utility Billing	Done	[User Icon]
Move GIS & Cityworks Servers	Done	[User Icon]
Yukon	Not Started	[User Icon]
mPower OMS	Not Started	[User Icon]

## Operations: Proposed Organizational Realignment / Succession Planning by Julie

- GRPU organizational realignment/succession planning began in 2018 following the industry/community analysis I'd done when hired and the planning continues as part of our long-term strategy.
- Our goal is to ensure our structure evolves to meet the ever-changing needs of the utilities industry and our community.
- Labor and material costs are rising faster than our customer rates can increase, putting pressure on our financial position and requiring very thoughtful, long-term staffing solutions.
- Realignment has not been about downsizing or headcount reduction but rather continuing to focus on preparing so we're ready for future retirements/resignations and natural transitions.
- Improving organizational alignment streamlines decision-making, increases efficiency, strengthens operational redundancy, and clarifies roles and responsibilities through better workflow design and strategic use of vendors.
- Ultimately, these ongoing efforts empower our GRPU team members are responsible for being an integral part of keeping us a resilient, efficient, and customer-focused utility into the future.





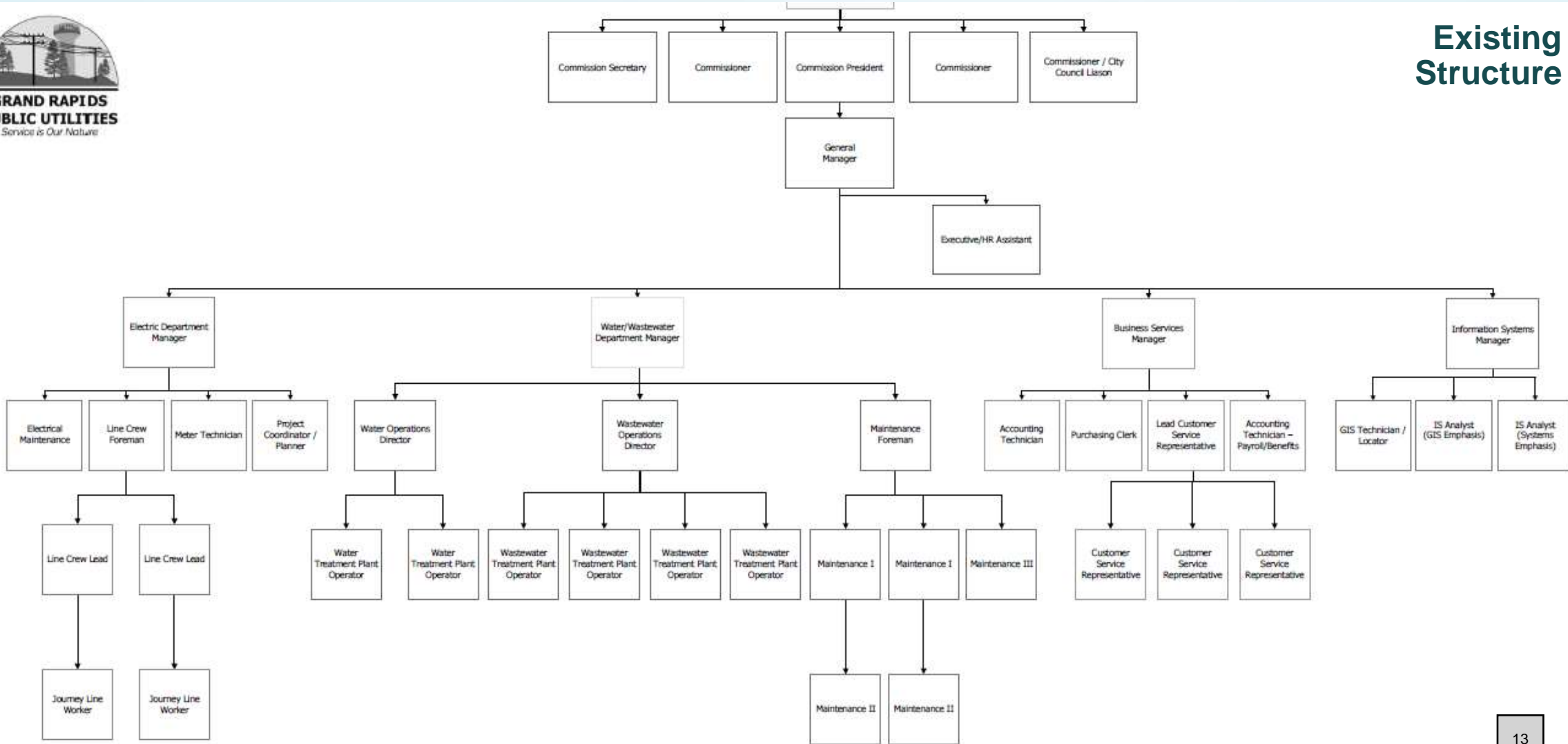
# Operational Excellence (OE)

Item 2.

## Operations: Proposed Organizational Realignment / Succession Planning by Julie



### Existing Structure



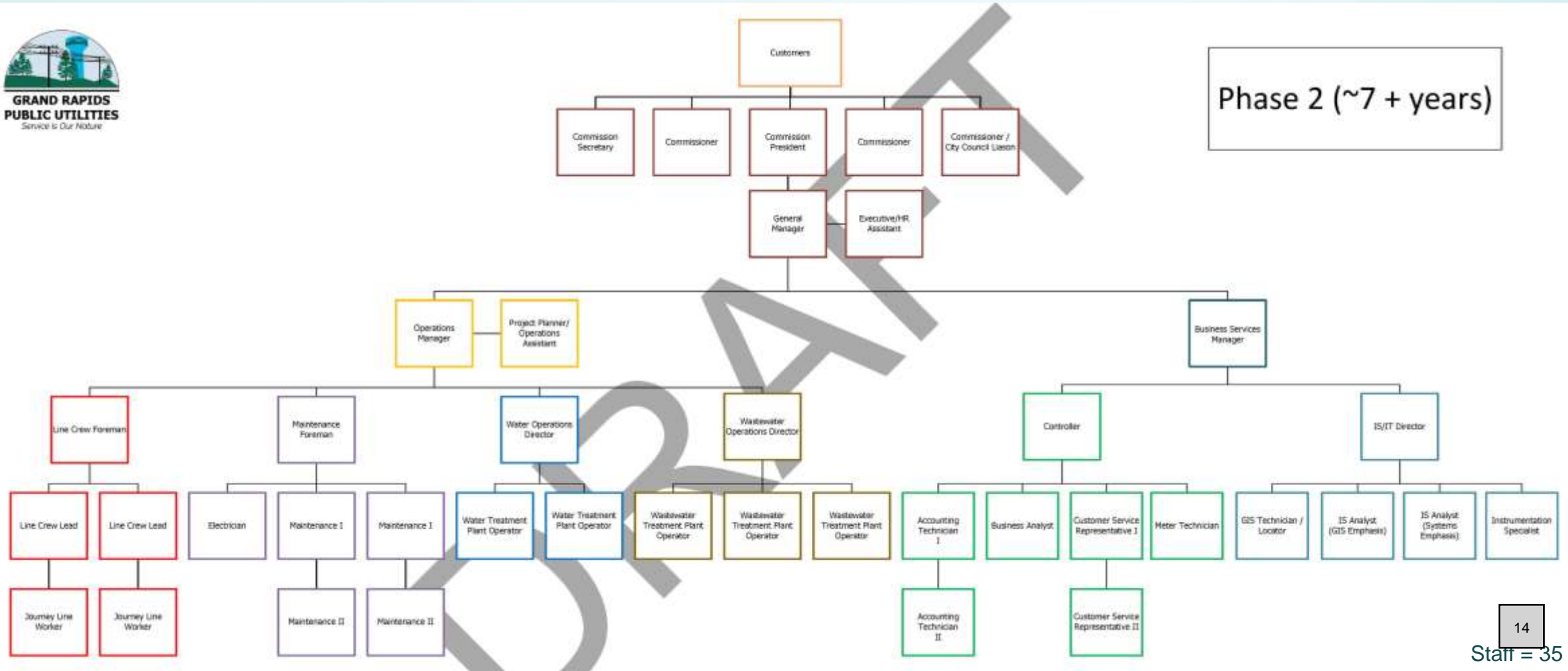


# Operational Excellence (OE)

Item 2.

## Operations: Proposed Organizational Realignment / Succession Planning by Julie

### Future Organizational Structure (Phase 2)

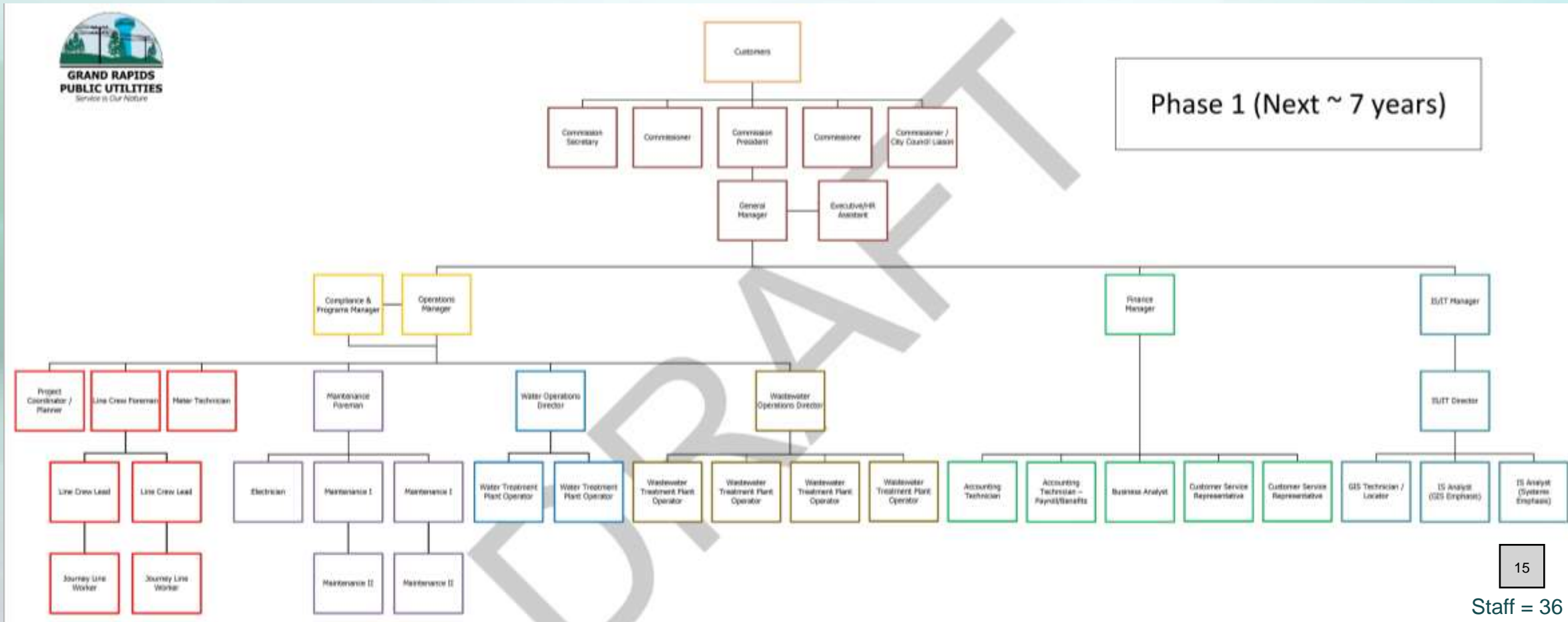


# Operational Excellence (OE)

Item 2.

## Operations: Proposed Organizational Realignment / Succession Planning by Julie

### Interim Organizational Structure (Phase 1)





# Operational Excellence (OE)

Item 2.

## Operations: Proposed Organizational Realignment / Succession Planning by Julie

Proposed upcoming organizational changes moving us into the Phase 1 - Interim Organizational Structure:

- Not replace the vacant Electric Department Manager (decided June 2026)
- Re-describe the Electric and Water-Wastewater Manager positions into one Compliance & Programs Manager position who is responsible for optimizing, developing, and implementing the programs and processes for maintaining the regulatory compliance of the Utility's operations (Fall 2026)
- Create an Operations Manager position, new to GRPU, that is responsible for the portions of the Electric and Water-Wastewater Manager positions that focus on managing the personnel, workflows and capital projects (Fall 2026)

# Grand Rapids Public Utilities

## Upcoming Commission Meetings

**Regular Meeting: July 22, 2026**

**Work Session: August 12, 2026**

