



GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING AGENDA

Wednesday, April 09, 2025

8:00 AM

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, April 9, 2025 at 8:00 AM 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 ratify \$1,526,724.82 in verified claims for March 2025.
2. Operations and Capital Updates Work Session Presentation

ADJOURNMENT:

The next Regular Meeting of the Commission is scheduled for Wednesday, April 30, 2025 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special meeting/Work Session is scheduled for Wednesday, May 14, 2025 at 8:00 AM 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

AGENDA DATE: April 9, 2025

AGENDA ITEM: Consider a motion to ratify \$1,526,724.82 in verified claims for March 2025.

PREPARED BY: Jean Lane, Business Services Manager

BACKGROUND:

See attached check registers:

Computer check register \$1,526,724.82

Total \$1,526,724.82

RECOMMENDATION:

Consider a motion to ratify \$1,526,724.82 in verified claims for March 2025.

Grand Rapids Public Utilities

April 9, 2025

Work Session Presentation

GRPU Management Team



Grand Rapids Public Utilities

April 9, 2025

Commission Work Session

AGENDA

1. Consider a motion to approve \$1,526,724.82 in verified claims for March 2025.
2. Operational and Capital Updates



MISSION VISION VALUES

Item 2.

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

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



Uninterrupted, High-Quality Utility Services (US)

Item 2.

Capital: Tioga Substation expansion project by Chad Troumbly

Since 2018, the Tioga substation provides:

- GRPU with a backup source of electrical power in the event the main substation fails
- A reliable source of power for the western portions of GRPU service area
- The primary source of electrical power for a large industrial customer in the event they move into the old Ainsworth/Potlatch site

The multi-phased expansion project includes:

- System Impact Study – (incl. both substations)
- Facility Study – preliminary engineering
- Procurement – transformers & long lead items
- Final engineering design for future expansion



Transformer Rating
18.6 MVA





Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: Preliminary annual financial audit review by Jean Lane

Preliminary Operations – budget versus actual 2024

- Electric
- Water
- Wastewater Collection
- Wastewater Treatment
- Internal Departments

Preliminary Capital Projects – planned versus actual 2024

- Electric
- Water
- Wastewater Collection
- Wastewater Treatment
- Internal Departments





Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: Preliminary annual financial audit review by Jean Lane

How did GRPU do in 2024?

- Review 2023 auditor's findings
- Legal compliance
- Internal controls





Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: Preliminary annual financial audit review by Jean Lane

GASB statement implementation

- #87 – Leases
- #96 – Subscription-based IT arrangements (SBITA's)
- #101 – Compensated Absences



Clifton Larson Allen (CLA) auditing City and GRPU – 2024 – Benefits

- Internal balancing – due to/due from
- Project accounting & reporting – 3rd Avenue NE
- Flow of GRPU financial information into City audited financial statements
- Jointing determining specialized accounting transactions
- Lower overall costs
- Improved communications



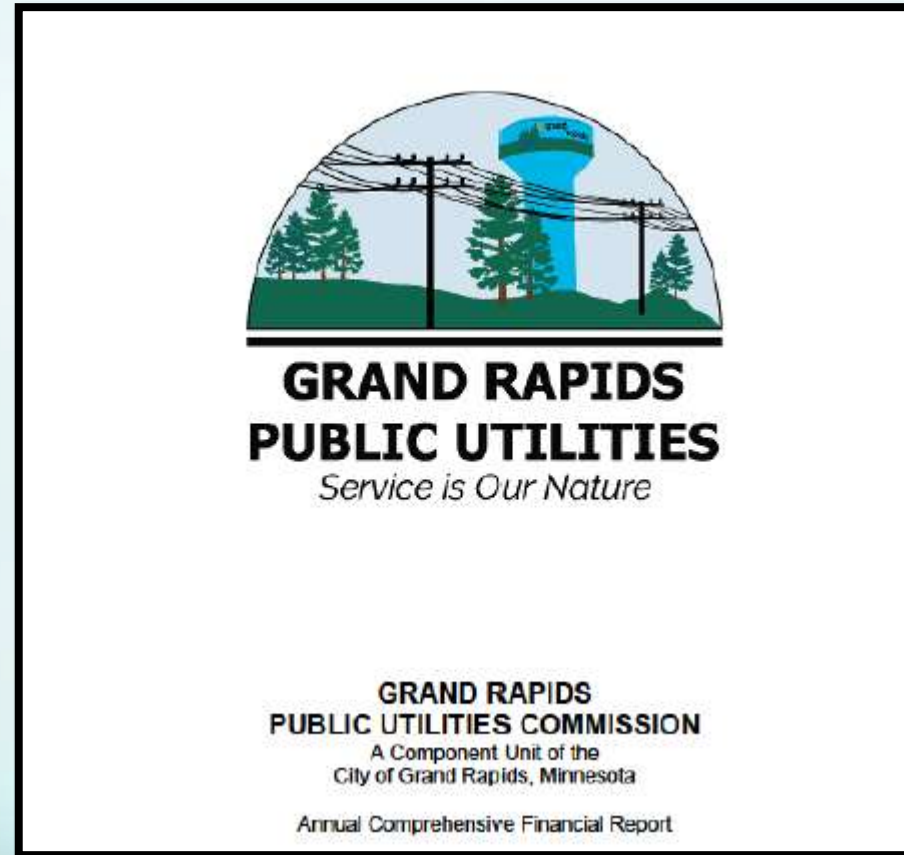
Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: Preliminary annual financial audit review by Jean Lane

What will be different in 2025?

- Financial planning
- Financial reporting
- Internal controls





Strategic and Sustainable Fiscal Management (FM)

Item 2.

Operations: Load Management (LM) program evaluation by Chad Troumbly

GRPU programs offered:

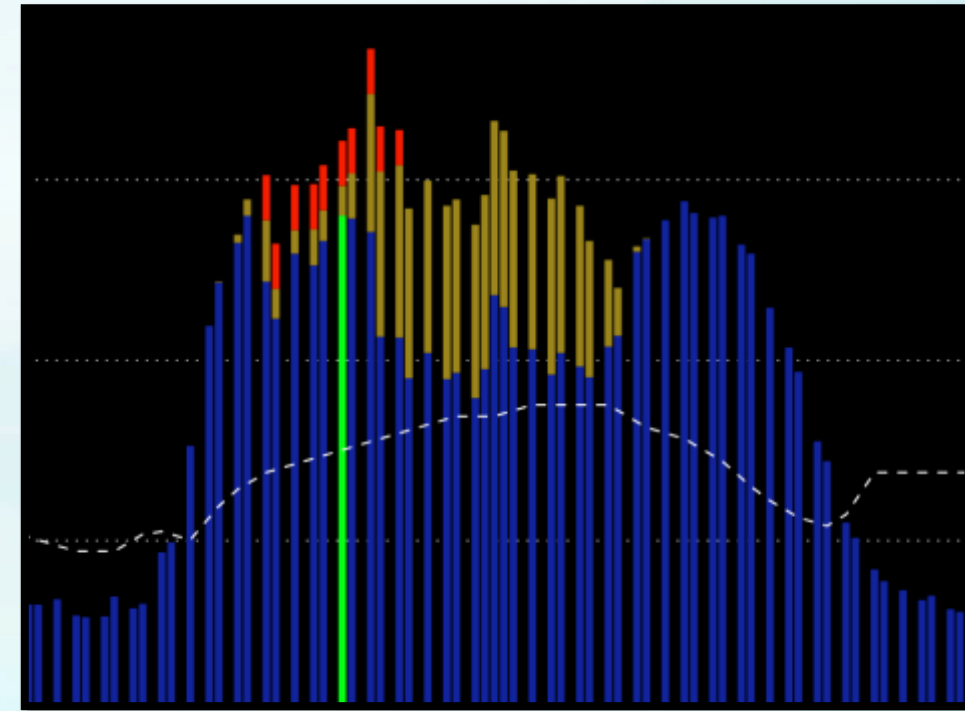
- Water heater – sunsetting June 2025
- LM cooling cycle, heating/cooling & storage heat

Reasons for program evaluation:

- Wholesale contract changes & process of controlling
 - Maximize solar + battery
- New software = new options
- Upcoming 2025 rate study
- Preparation for future
- Assess customer value

Current step:

- Review LM meter reads
 - Equipment verification
 - Estimate load size
 - Review control groups
- Educate Commission and customers



GRPU peak load (green)
GRPU load (blue)
Solar (orange)
Battery (red)



Use and Stewardship of the Natural Environment (NE)

Item 2.

Operations: MPCA Wastewater audit by Steve Mattson

- MPCA conducted an on-site WWTP audit with GRPU staff on March 13, 2025
- Major facilities like GRPU WWTP are required to have annual audits per the NPDES permit
- The on-site audit consists of:
 - A physical inspection of process and by-pass structures
 - An inspection of laboratory standards, procedures and documentation
 - A thorough WWTP records review
- MPCA will send a final report listing any requested actions, if necessary



Operational Excellence (OE)

Item 2.

Operations: IT Managed Service Provider (MSP) update by Mike LeClaire

Servers & Mobile Device Management:

- Monitor Azure cloud server space, allotment, cyber threats
- Software
- Backups
- SQL databases
- Web Services
 - Traditional web servers in Azure are now an app service
- Permissions & mobile devices
 - Transition to groups
 - Push updates, apps and staff training
- MS O365 licensing, email accounts



Operational Excellence (OE)

Item 2.

Operations: IT Managed Service Provider (MSP) update by Mike LeClaire

Day-to-day operations on-premise:

- Workstations
- Cyber security awareness and monitoring
- Network user accounts
- 3rd party vendor engagement
- Printers
- Non-MS 3rd party software installation & upgrades
- Printers
- Desk moves
- On-premise server (1 that will be eliminated at end of year after completion of the new ERP system)



Grand Rapids Public Utilities

Upcoming Commission Meetings

Regular Meeting: **April 30**, 2025

Work Session: May 14, 2025

