



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: September 23, 2026

AGENDA ITEM: Consider a motion to confirm the hiring of Emma Braford as a temporary, part-time GIS Technician Intern.

PREPARED BY: Julie Kennedy, General Manager

BACKGROUND:

The temporary part-time GIS Technician Intern will provide GIS support to Grand Rapids Public Utilities under the supervision of the Information Systems Manager. Employment is expected to begin on or around October 1, 2026, and continue through September 30, 2027.

Attached is the Scope of Services outlining the work to be performed by Emma Braford as a temporary, part-time GIS Technician Intern. Emma will assist with Electric Utility Network schema modifications, field edit updates, and data collection; the maintenance and development of web maps and applications; the development and implementation of programming rules within the ArcGIS environment; and field data collection and updates to GRPU's GIS utility databases.

The rate of pay will be \$25.00 per hour for up to 14 hours per week. This position is classified as a temporary, part-time, non-exempt position. The position does not qualify for holiday pay, PTO, PERA, Deferred Compensation, or medical, dental, and life insurance benefits. The position is eligible for ESST.

RECOMMENDATION:

Approve motion to confirm the hiring of Emma Braford as a temporary, part-time GIS Technician Intern.