



GRAND RAPIDS
PUBLIC UTILITIES

Service is Our Nature

500 SE Fourth Street • Grand Rapids, Minnesota 55744

BUSINESS SERVICES DEPARTMENT MONTHLY REPORT December 2022 Commission Meeting

Effective Wholesale Electric Power Rate Last Month

The attached graph shows the effective wholesale electric rate for last month and a chart on the aggregated NEMMPA peak versus non-NEMMPA peak.

Projects Performed Last Month

- Met with Managers and Directors on budget versus actual financial reporting.
- CSR team prepared several standard operating procedures for customer service applications, billing cycle, disconnect procedures, and new customer services.
- PIT Crew meetings for ERP software project to discuss process improvements.
- Work with managers on 2023 budget document preparation.
- Internal audit by CSR team for customer with sales tax exemption and multi-family rate structure versus commercial rates.
- Provided customer data usage for electric and water to consultant for rate water and electric rate studies.
- Assist with managers in review of cost of service data in electric, water, and waste collection rate studies.
- Work with managers and directors on draft 2023 operations and capital budget.

Projects Scheduled for This Month

- Finalize draft RFP ERP with GFOA and send RFP to vendor list.
- Prepare for Department of Revenue sales tax audit.
- Finalize review of chart of accounts number schematic and determine effectiveness any recommendation for change in schematic.
- Finalize 2023 operations and capital budget for presentation to Commission.
- Develop several data reports requested from customer and accounting data.
- Review proposed rate structures from water, waste collection, and electric rate studies.
- CSR team will work with water director to make final customer appointments to install water nodes to complete AML water project.
- CSR team reduces costs of utility billing by working with Cogsdale to reformat the billing template to fit standard #10 window envelope.