



## GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

**AGENDA DATE:** January 28, 2026

**AGENDA ITEM:** Consider a motion to confirm the retirement of Jean Lane effective February 28, 2026, and approve retaining her under the Minnesota Public Employees Retirement Association (PERA) Phased Retirement Option to provide transitional business services through December 31, 2026

**PREPARED BY:** Megan Sjostrand, Executive/HR Assistant

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### **BACKGROUND:**

Jean Lane, Business Services Manager, is scheduled to retire at the end of February 2026, and staff are proposing to retain her on a temporary basis under the PERA Phased Retirement Option to support an orderly transition and continuity of operations. During this period, she will continue to provide services in the role of Business Services Manager under the direction of the General Manager, including assisting with completion of the annual audit, providing training and support to the Finance Manager, and completing special projects as needed. This arrangement allows the organization to benefit from her institutional knowledge while ensuring a smooth transition of responsibilities. Staff would like to recognize and thank her for her many years of dedicated service and continued commitment to supporting the Commission and organization during this transition period.

### **RECOMMENDATION:**

Confirm the retirement of Jean Lane effective February 28, 2026, and approve retaining her under the Minnesota Public Employees Retirement Association (PERA) Phased Retirement Option to provide transitional business services through December 31, 2026