



AGENDA
SPECIAL BOARD MEETING
LASSEN MUNICIPAL UTILITY DISTRICT
65 S. ROOP STREET, SUSANVILLE, CALIFORNIA
FRIDAY, MAY 29, 2026
3:00 P.M.

1. Call to Order, Flag Salute and Roll Call of Directors.
2. Approval of Agenda with possible additions or deletions.
3. Invitation for Public Comment. All comments are subject to the rules of public comment and decorum as set forth below and at the end of the agenda.
4. Staff Member' Reports:
5. Board Members' Reports:
6. **Subject:** Minutes from the April 28, 2026, Regular Board Meeting
Action Requested: Approve Minutes.
7. Financial Report: (*Accounting & Finance Manager*)
 - Budget-to-Actual Income Statement
 - Check Register
 - Cash Position Report at 4/30/2026
 - YTD Budget/Expense Update for Skedaddle Substation project
 - Key Financial Metrics
8. Report from General Manager:
 - Meetings Attended.
 - Report of upcoming meetings and conferences.
 - Updates on Major Ongoing Projects:
 - A. Skedaddle Substation
 - B. New Resource Options
9. Report from Electric Operations Manager:
 - Outage Report.

10. **Subject:** Quarterly Review of the District's kWh Charge as Determined by the Power & Delivery Cost Analysis ("PDCA") Worksheet (as of 3/31/26) (*General Manager*)
Action Requested: Approve the PDCA Worksheet (\$0.005 rate decrease recommended).
11. **Subject:** Updated Job Description – Executive Assistant/Board Secretary (*General Manager*)
Action Requested: Adopt the updated job description for the Executive Assistant/Board Secretary.
12. **Subject:** Updated Job Descriptions to Modify Reporting Structure – Electric Superintendent, Planning/Engineering Technician, Project Coordinator, and Administrative Assistant (*General Manager*)
Action Requested: Adopt the updated job descriptions.
13. **Subject:** Update to Organizational Chart (*General Manager*)
Action Requested: Adopt the updated Organizational Chart.
14. **Subject:** AB 2561 – Recruitment and Vacancy Update (*Administrative Services Manager*)
Action Requested: None – For Discussion Only.
15. **Subject:** Proposed Special Board Meeting/Budget Workshop (*General Manager*)
Action Requested: Schedule the Special Board Meeting/Budget Workshop for Wednesday, June 3, 2026, at 3:00 p.m. in the LMUD Board Room Located at 65 S. Roop Street, Susanville, CA.
16. **Future Board Meeting Schedule:**
 - **Regular Board Meeting** – Scheduled for Tuesday, June 23, 2026, at 5:30 p.m. in the LMUD Board Room located at 65 S. Roop Street, Susanville, CA.
17. **Closed Session:**
 - A. **Conference with Legal Counsel:** Existing Litigation pursuant to Government Code §54956.9(d)(1): *LMUD v. William Butler, et al.*, LCSC Case No.: 2023-CV0076451.
 - B. **Conference with Legal Counsel:** Existing Litigation pursuant to Government Code §54956.9(d)(1): *William R. Butler and Peggy L. Butler v. Lassen Municipal Utility District, et al.*, LCSC Case No.: 2025-CV0076817.
 - C. **Conference With Legal Counsel:** Existing litigation pursuant to Government Code 54956.9(d)(1): *William and Peggy Butler v. Lassen Municipal Utility District*; Eastern District of California Case No.: 2:26-cv-01765-DJC-DMC.
 - D. **Conference with Legal Counsel:** Potential Litigation pursuant to Government Code §54956.9(d)(2): Based on existing facts and circumstances, there is a significant exposure to litigation against the local agency. (3 cases)
 - E. **Conference with Legal Counsel – Anticipated Litigation:** Significant exposure to litigation pursuant to Government Code §54956.9(d)(2). (2 cases)
18. **Action Taken in Closed Session, if applicable:**
19. **Adjourn:**

CLOSED SESSION:

At any time during this meeting, the Board may adjourn to a Closed Session pursuant to the Brown Act.

ADDITIONS TO AGENDA:

At any time during this meeting, additional items may be added to this agenda pursuant to the provisions of the Brown Act.

INDIVIDUALS NEEDING ACCOMMODATIONS:

If requested, agendas shall be made available in appropriate, alternative formats to persons with a qualified disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132), and the federal rules and regulations adopted in implementation thereof. Any person with a qualified disability who requires a modification or accommodation, including an assisted listening device, in order to participate in a board meeting of the Lassen Municipal Utility District, shall submit a request to the Board Secretary either in writing, in person, or by telephone. All such requests shall be made at least 48 hours before the scheduled meeting so that appropriate arrangements may be made. LMUD will utilize its best efforts to make the arrangements prior to the scheduled meeting.

**Fundamental Robert's Rules of Order as Modified by California Law
Presented as a Courtesy to those Unfamiliar with Parliamentary Procedure**

1. *Comments shall be limited to 5 minutes per Speaker unless otherwise noted by the Chair.*
2. *As a matter of parliamentary procedure and common courtesy, the District requests that each Speaker please state their name at the beginning of their comment.*
3. *Any Speaker wishing to address the Board may do so only after being recognized by the Chair.*
4. *Privileges of the Chair and Members, i.e., Board Members:*
 - *At any time, the Chair can unilaterally retake the floor from any Speaker, in which case the Speaker must immediately yield the floor until the floor is returned to the Speaker by the Chair. If the Speaker does not yield, he or she is out of order and subject to being removed. The Chair retakes the floor by interrupting the Speaker in any manner the Chair chooses (e.g., by questions, calling the Speaker to order, rapping of the gavel, or otherwise).*
 - *Further, any Speaker immediately loses the floor when any Member interrupts the Speaker with a Motion for a Point of Order, Calling the Speaker to Order, Point of Information, Orders of the Day, or a Parliamentary Inquiry.*
5. *All comments must be germane to the specific items of business before the Board, except for comments during the General Comment Period, which such comments must be germane to matters within the jurisdiction of the District.*
6. *All comments shall be directed solely and exclusively to the Chair.*
7. *All comments during the Specific Comment Period shall be confined to the pending question.*
8. *No Speaker may yield his / her time to another Speaker.*
9. *As a matter of parliamentary procedure and common courtesy, Speakers should refrain from attacking personal motives.*
10. *As a matter of parliamentary procedure and common courtesy, Speakers should avoid the use of Members' names.*
11. *As a matter of parliamentary procedure and common courtesy, Speakers should refrain from reading from reports and quotations unless they have first obtained permission of the Chair.*
12. *As a matter of parliamentary procedure and common courtesy, a Speaker, as well as all members of the public, shall refrain from disturbing the orderly conduct of the District's meeting.*
13. *Any Comment Period questions or matters that require response or action may be referred to a committee or staff for subsequent determination of relevance, report, discussion, and / or action at a future board meeting.*
14. *No Speaker may comment more than once on any item.*