

SUSANVILLE CITY COUNCIL
Regular Council Meeting Minutes
WEDNESDAY, JUNE 5, 2024 – 4:30 PM

Mayor Schuster called the meeting to order at 4:30pm.

Roll Call of Councilmembers Present: Schuster, Brown, Bortle, Parrish, Miller

1. APPROVAL OF AGENDA:

Moved by Brown; seconded by Miller to approve.

Motion Carried: 4 - 0

Voting For: Schuster, Brown, Parrish, Miller

Voting Against: None

2. PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS (if any): No public comment.

3. CLOSED SESSION:

The City Council met in closed session at 4:31pm to discuss the following:

A. PUBLIC EMPLOYEE APPOINTMENT - pursuant to Government Code Section §54957

1. City Administrator - Evaluation

Council Member Bortle entered at 4:32pm.

4. RETURN TO OPEN SESSION: The City Council reconvened in open session at 5:10pm.

The Pledge of Allegiance and Invocation were provided.

Dan Newton, City Manager, stated that the Council, prior to closed session, approved the agenda as presented then met in closed session to discuss the above-mentioned items. Direction was provided to staff with no reportable action taken.

Michael Bollinger, Public Safety Chief, recognized Zach Hoffman for his recent promotion to Fire Engineer.

5. BUSINESS FROM THE FLOOR:

Scott, public, inquired as to whether or not a recycling center will be coming back to the area.

Jake Hibbits, public, read a portion of an article regarding the Stonewall Uprising/Rebellion between the LGBTQ+ community and law enforcement. He stated he would be back on Juneteenth to request a proclamation and the rescinding of the previously approved moratorium on proclamations.

Quincy McCourt, public, shared his thoughts on what the Council should do regarding economic development.

6. CONSENT CALENDAR:

Moved by Miller; seconded by Brown to approve.

Motion Carried: 5 - 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

6.A Minutes of the City Council May 15, 2024 regular meeting.

Motion to waive the reading of and approval to receive and file the City Council's minutes from the May 15, 2024 regular meeting.
[240515.cc.min.draft.pdf](#)

6.B Vendor and payroll warrants Motion to receive and file.

[04-23-24.pdf](#)

[04-30-24.pdf](#)

[05-01-24.pdf](#)

[05-15-24.pdf](#)

[05-16-24.pdf](#)

[05-17-24.pdf](#)

7. **PUBLIC HEARINGS:** No business.

8. **COUNCIL DISCUSSION/ANNOUNCEMENTS:** Council Member Bortle stated that he was invited and attended the Susanville Indian Rancheria graduation ceremony. He then offered the Land Acknowledgement Statement.

9. **NEW BUSINESS:**

9.A Consider **Resolution No. 24-6321**, authorizing the closure of Main Street from Cottage Street to Rob's Way on July 20, 2024 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

Bob Godman, Public Works Director, provided an explanation of the item and requested Council approval of Resolution No. 24-6321.

Council Member Parrish inquired as to whether or not this was a county parade and why the city pays for it if it is a county event. He then asked if the city should request that the county pay for, or at least share the cost of, the parade since it is their event.

Council Member Bortle responded that it is a public benefit, the city members are county members and vice versa to which Mayor pro tem Brown agreed.

[Letter to the City - Road Closure - 2024.pdf](#)
[24-6321.pdf](#)

Motion to approve Resolution No. 24-6321, authorizing the closure of Main Street from Cottage Street to Rob's Way on July 20, 2024 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

Moved by Brown; seconded by Bortle to approve.

Motion Carried: 4- 1

Voting For: Schuster, Brown, Bortle, Miller

Voting Against: Parrish

9.B Consider **Resolution No. 24-6322**, Authorizing road closure of North St. between Grand Ave and N. Weatherlow on June 29, 2024 from 8:00am to 10:30am in support of Lassen County Chamber of Commerce Annual Show N' Shine Car Show in Memorial Park.

Director Godman provided an explanation of the item and requested Council approval of Resolution No. 24-6322.

Chris Johnson, Chamber, stated that they are not doing the events to raise money, they are holding the events to draw in more people.

David Teeter, Chamber, stated that, although he understands where Council Member Parrish is coming from and appreciates looking out for city funds, but it is a bit misguided, although he is happy to see that the rest of the council seems to understand that.

Quincy McCourt, public, stated to Council Member Parrish that the two things that need to occur for economic development to work are consistency and collaboration.

Council Member Parrish stated he appreciated the comments, and he does have a unique perspective. He simply wants to protect the city taxpayers and their tax money.

[LCCC road closure request.pdf](#)
[24-6322.pdf](#)

Motion to approve Resolution No. 24-6322, Authorizing the road closure of North St. between Grand Ave and N. Weatherlow on June 29, 2024 from 8:00am to 10:30am in support of Lassen County Chamber of Commerce Annual Show N' Shine Car Show in Memorial Park.

Moved by Brown; seconded by Miller to approve.

Motion Carried: 3- 1

Voting For: Schuster, Brown, Miller

Voting Against: Parrish

9.C Consider directing City Manager to prioritize strategic planning efforts. Consider creation of a strategic planning Ad Hoc Committee.

Provide direction, motion to create an Ad Hoc Committee (two council members).

Mr. Newton provided an explanation of the item, including the request to permit staff to complete the items above the blue line on the priority list by the first of the year prior to working on the plan. Mr. Newton then requested Council direction.

Council Member Miller requested that all five members meet so everyone was on the same page.

Mr. Newton stated that it can be done, but it would have to be researched to ensure it is done corrected.

Council Member Bortle stated that the Council should be very deliberate on the tasks that staff are being asked to complete. He added that with inflation and the current economy, policy decisions and direction to staff could put the city in a better position to bring in business.

Mayor pro tem Brown stated that he would prefer the Ad Hoc due to the reduced staff time, but he would support either item.

Mayor Schuster stated that she agreed with Council Member Miller as this is the best way to learn from each other and set policy. She added that she would suggest that staff bring back something at the first of the year but include the entire council.

Mr. Newton requested the timeline to complete all of the items above the blue line.

It was the consensus of the Council to have staff work on the completion of items above the blue line on the city priority list prior to working on the strategic plan.

- 9.D Consider **Resolution No. 24-6323**, authorizing the City Manager to execute a revision to the 2007 Landscape Maintenance Agreement with CALTRANS for the maintenance of the Southeast Gateway Project landscaping.

Director Godman provided an explanation of the item and requested Council approval of Resolution No. 24-6323.

[24-6323.pdf](#)

[LMA-Susanville-36,139-Var-2007.pdf](#)

[Revised Exhibit A-4,5,6.pdf](#)

Motion to approve Resolution No. 24-6323, authorizing the City Manager to execute a revision to the 2007 Landscape Maintenance Agreement with CALTRANS for the maintenance of the Southeast Gateway Project landscaping.

Moved by Parrish; seconded by Brown to approve.

Motion Carried: 5- 0

Voting For: Schuster, Brown, Bortle, Parrish, Miller

Voting Against: None

10. **SUSANVILLE COMMUNITY REDEVELOPMENT AGENCY**: No business.

11. **SUSANVILLE MUNICIPAL ENERGY CORPORATION**: No business.

12. **CONTINUING BUSINESS**: No business.

13. **CITY MANAGER'S REPORTS**:

13.A Department Reports Information only.

City department heads provided an update on the current happenings in their departments.

Mr. Newton stated that, with the second meeting in July falling on the first day of fair, we may want to discuss the meeting.

14. **FUTURE COUNCIL ITEMS**:

14.A Future Council Items

Informational item with direction to staff.

Council Member Parrish requested a discussion on the updates to the website. Brown agreed.

Mayor Schuster requested that the public comment time be limited to three minutes.

[240605.Future.Item.List.pdf](#)

15. **ADJOURNMENT**: Moved by Bortle; seconded by Brown to adjourn at 6:27pm.

Heidi Whitlock, City Clerk

Mandy Schuster, Mayor

Approved on: June 19, 2024