

Susanville City Council
Regular Council Meeting Minutes
Wednesday, February 4, 2026 – 4:30 PM

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

1. Approval of Agenda:

MOVER:	Mayor Pro Tem Russ Brown
SECONDER:	Council Member Dawn Miller
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

2. Public Comment Regarding Closed Session Items (if any): No comment.

A. Public Employment - pursuant to Government Code §54957

1. City Manager – Evaluation

The Council convened in closed session at 4:31pm to discuss the above-mentioned item.

4. Return to Open Session:

- Reconvene in open session at 5:09pm
- Pledge of Allegiance
- Invocation
- Report any changes to agenda – no changes made
- Report any action out of Closed Session

Dan Newton, City Manager, stated that the City Council met in Closed session where direction was provided to staff, but no reportable action was taken.

- Awards or Presentations by the City Council

Chandra Jabbs, Finance Director, introduced Jordyn Barney and Karli Wheeler, both new Account Technicians with the Finance Department.

5. Business from the Floor:

Megan Wright, public, stated her concern regarding the recent decisions made by the Honey Lake Valley Recreation Authority to reduce the hours of operation.

Marcus Wright, public, requested an itemized audit of the pool financials as they believe there has been a mismanagement of funding. In addition, he requested more conversation between the pool board and the public.

6. Consent Calendar:

MOVER:	Mayor Pro Tem Russ Brown
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

6.A. Minutes of the City Council January 7, 2026 regular meeting

6.B. Vendor and Payroll Warrants

7. Public Hearings: No business.

8. Council Discussion/Announcements:

Council Member Bortle offered a Land Acknowledgment Statement and shared that he attended Doug LaMalfa's funeral services.

9. New Business:

9.A. Discussion regarding the promoting of the upcoming election to take place on June 2, 2026.

Heidi Whitlock, City Clerk, provided an explanation of why the item was being presented and provided information on where and when the upcoming election had been noticed.

9.B. Consider Resolution No. 26-6506, authorizing the City Manager to execute an Airport Hangar Lease for Hangar 9 with Air Methods

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested approval of Resolution No. 26-6506.

MOVER:	Council Member Patrick Parrish
SECONDER:	Council Member Curtis Bortle
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

Council took a short recess from 5:27pm to 5:30pm prior to meeting as the Planning Commission.

The Planning Commission meeting begins at 5:30pm.

10. Planning Commission:

- 10.A. **PUBLIC HEARING** - Consider PC Resolution No. 26-1197, approving use permit application #25-003 to allow an approximately 180 foot-long 4 foot solid wood fence with 1.50 ft. lattice addition in the front and side yards of the residential property on APN 103-411-008-000 (705 Court St.)

Council Member Parrish recused himself as he someone speaking on behalf of the property owner was his employer.

Chair Schuster opened the public hearing at 5:30pm.

Mike Prettyman, Code Enforcement Officer, provided an explanation of the item and requested approval of PC Resolution No. 26-1197.

Stefano Richichi, property owner, provided additional information related to the fence.

Chair Schuster closed the public hearing at 5:38pm.

MOVER:	Commissioner Curtis Bortle
SECONDER:	Commissioner Miller
AYES:	Chair Schuster, Vice Chair Brown, Commissioner Bortle, Commissioner Miller
NAYS:	None
RESULT:	Passed

- 10.B. **PUBLIC HEARING** - Consider PC Resolution No. 26-1198, approving use permit application #25-004 to allow a 208 foot-long 2 ft. lattice addition to the top of the existing 6 ft. perimeter fence in the rear and side yards of the residential property on APN 107-073-019 (457 Prospect Ave.)

Council Member Parrish again recused himself as he someone speaking on behalf of the property owner was his employer.

Chair Schuster opened the public hearing at 5:39pm.

Mike Prettyman, Code Enforcement Officer, provided an explanation of the item and requested approval of PC Resolution No. 26-1198.

Travis Krause, property owner, provided additional information related to his fence request.

Chair Schuster closed the public hearing at 5:42pm.

MOVER:	Commissioner Curtis Bortle
SECONDER:	Commissioner Dawn Miller
AYES:	Chair Schuster, Vice Chair Brown, Commissioner Bortle, Commissioner Miller
NAYS:	None
RESULT:	Passed

- 10.C. **PUBLIC HEARING** - Consider PC Resolution No. 26-1199, approving use permit application #25-005 to allow a 151 foot-long 6 ft. tall black ornamental iron fence in the front yard of 1065 Campbell Rd. (APN 103-113-012-000) and a 116 foot long 6 ft. tall black ornamental iron fence in the front yard of 1070 Campbell Rd. (APN 103-112-009-000)

Chair Schuster opened the public hearing at 5:43pm.

Mike Prettyman, Code Enforcement Officer, provided an explanation of the item and requested approval of PC Resolution No. 26-1199.

Todd Wedlake, property owner, provided additional information related to his fence request.

Commissioner Bortle inquired whether the fence height was a building code or City code requirement, to which it was stated that it was the City Municipal Code.

Chair Schuster closed the public hearing at 5:46pm.

MOVER:	Vice Chair Russ Brown
SECONDER:	Commissioner Curtis Bortle
AYES:	Chairwoman Schuster, Vice Chair Brown, Commissioner Parrish, Commissioner Bortle, Commissioner Miller
NAYS:	None
RESULT:	Passed

The Planning Commission adjourned at 5:47pm.

The Council reconvened in open session at 5:48pm.

- 9.C. Consider Resolution No. 26-6507, Amending the Fiscal Year 2025-2026 City of Susanville Budget

Ms. Jabbs presented the proposed amendment to the fiscal year 2025.2026 budget and requested Council approval of Resolution No. 26-6507.

MOVER: Mayor Pro Tem Russ Brown
SECONDER: Council Member Patrick Parrish
AYES: Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS: None
RESULT: Passed

9.D. Discussion regarding St. Francis property

Mr. Newton introduced Dan Collins, receiver of the St. Francis property, to provide an update on said property, including the struggles of the property being small at around 10,000 square feet as well as it being a corner lot.

Council Member Bortle asked if a low-income housing development was the only viable option for redevelopment on the site.

Council Member Parrish inquired whether anyone was interested in the property.

Mr. Collins stated that he wanted to verify that the Council was supportive of this type of housing project prior to reaching out to potential developers.

Public Member inquired about where the tenants would be parking, while another voiced his concern with the project in general as he didn't want to see the project fail like previous attempts at that location.

Mayor Schuster voiced her concerns about the project.

Council Member Parrish shared that he thinks the project may be a good idea as the uptown needs all the help it can get.

Council Member Miller shared that she is not in favor of the number of projected units. She stated that the density would fit better in the area of the bowling alley property.

Mr. Collins stated that all the points provided were valid.

Council Member Bortle agreed that parking could be an issue but also agreed with Parrish that, as a business owner, he would like an apartment building across from his business as it could increase sales.

Mayor pro tem Brown stated that it is an option to consider and believed the Council should be open to it.

11. Susanville Community Redevelopment Agency - No business

12. Susanville Municipal Energy Corporation - No business

Council recessed for 10 minutes at 6:44pm.

Council reconvened in open session at 6:54pm.

13. Continuing Business:

- 13.A. Consider Resolution No. 26-6508, authorizing the Finance Director to increase the Memorial Park Fire Restoration budget by \$60,000 for engineering services for Frank Ernaga Ballfield Grandstand engineering, design, and project administration services

Jolene Arredondo, Deputy City Manager, provided an explanation of the item and requested approval of Resolution No. 26-6508.

James Snell, public, inquired whether NST has any experience with ball parks and if they have drawings to review to which Mr. Newton stated that they have a structural division in Washington which will be drafting it and they would be hired to prepare the drawings. It was also asked if it would be a wood or steel structure. Mr. Newton stated that the insurance did state that it could be a-like structure and that he would also like to see a wooden structure.

MOVER: Mayor Pro Tem Russ Brown
SECONDER: Council Member Curtis Bortle
AYES: Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS: None
RESULT: Passed

13.B. Discussion regarding Memorial Ball Park Grandstand Fire Emergency Operations
Mr. Newton provided an explanation of the item and requested Council direction on the continuance of the emergency.

MOVER: Council Member Curtis Bortle
SECONDER: Mayor Pro Tem Russ Brown
AYES: Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS: None
RESULT: Passed

14. City Manager's Reports:

14.A. Department Reports - Police Department
Allen Sobol, Acting Public Safety Chief, provided an update on the Police Department.

15. Future Council Items:

15.A. Future Council Items

No future items were requested.

16. Adjournment: Council Member Bortle requested Council adjourn in memory of Richard Schuster. Adjourn at 7:07pm

- **The next regular meeting of the Susanville City Council will be held on February 18, 2026 at 4:30 PM.**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: February 18, 2026