

Regular Council Meeting Minutes
Wednesday, December 17, 2025 – 4:30 PM

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

Roll call: Schuster, Brown, Miller, Parrish.

Absent: Bortle

1. Approval of Agenda: (Additions and/or Deletions)

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

2. Public Comment Regarding Closed Session Items (if any): Any person may address the City Council at this time upon any subject for discussion during Closed Session.

No comments offered.

- A. PUBLIC EMPLOYMENT - pursuant to Government Code §54957
1. Public Works Director
 2. Public Safety Chief

Council met in closed session at 4:35pm to discuss the closed session items.

4. Return to Open Session: (recess if necessary)

- Reconvene in open session at 5:00 PM

Council reconvened in open session at 5:01PM

- Pledge of Allegiance
- Invocation
- Report any changes to agenda
- Report any action out of Closed Session

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

- Awards or Presentations by the City Council

5. Business from the Floor: Any person may address the City Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report

and action at a subsequent meeting.

Presentations are subject to a three-minute limit.

Charlotte Roberts. public, provided an update on the 2025 Turkey Trot.

- 6. Consent Calendar:** All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

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

6.A. Minutes of the City Council December 3, 2025 regular meeting

6.B. Vendor and Payroll Warrants

7. Public Hearings:

- 7.A. Consider **Resolution No. 25-6501**, Accepting FY 2024-25 Annual Report of Development/Mitigation Fees

Mayor Schuster opened the public hearing at 5:06pm.

Mr. Newton provided an explanation of the item and requested approval of Resolution No. 25-6501.

Mayor Schuster closed the public hearing at 5:14pm.

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

8. Council Discussion/Announcements:

Mayor Schuster offered thanks to staff for all their work on the Uptown Country Christmas event.

9. New Business:

- 9.A. Consider **Resolution No. 25-6500**, approving a budget increase and authorizing the City Manager to execute an agreement for the SCADA system upgrade and PRV maintenance.

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested approval of Resolution No. 25-6500.

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

- 9.B. Consider purchase of Hangar #30 at the Susanville Municipal Airport
Mr. Edholm provided an explanation of the item and requested Council direction.

It was the consensus of the Council to decline the purchase.

10. Susanville Community Redevelopment Agency:

No business.

11. Susanville Municipal Energy Corporation:

No business.

12. Planning Commission :

No business.

13. Continuing Business:

No business.

14. City Manager's Reports:

Mr. Newton provided an update on the backstop netting at the Frank Ernaga Ball Park. The update included a potential date to pour the footings for the poles o2 January 9, 2026. He added that a request has been made to start the fabrication of the poles to keep the process moving forward, and he is hoping the netting is installed prior to the college's opening date in February.

15. Future Council Items:

- 15.A. Future Council Items

No new items.

16. Adjournment:

Meeting adjourned at 5:23pm.

- **The next regular meeting of the Susanville City Council will be held on January 7, 2026 at 4:30 PM.**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: