

Susanville City Council
Regular Council Meeting Minutes
Wednesday, January 7, 2026 – 4:30 PM

Mayor Schuster called the meeting to order at 4:31pm.

Council Members in attendance: Schuster, Brown, Parrish, Bortle, & Miller

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 Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

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

- A. A. Public Employment - pursuant to Government Code §54957
1. City Manager - Evaluation

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

- Reconvene in open session at 5:00 PM
- Pledge of Allegiance
- Invocation
- Report any changes to agenda
- Report any action out of Closed Session

Dan Newton, City Manager, stated that the agenda was approved as presented. He mentioned that staff is trying out a new piece of hardware, and the live streaming will not occur, but the meeting is being recorded and will be posted tomorrow for viewing. He added that direction was provided to staff in closed session, but no reportable action was taken.

- Awards or Presentations by the City Council

5. Business from the Floor: Kim Page, public member, stated that there is an animal problem within the City.

- 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

Council Member Bortle Abstained.

- 6.A. Minutes of the City Council December 17, 2025 regular meeting
- 6.B. Vendor and Payroll Warrants

7. Public Hearings:

- 7.A. Consider **Resolution No. 26-6505**, approving the General Plan Housing Element update for the Regional Housing Needs Allocation (RHNA) 7th Housing Cycle 2024-2029

Mayor Schuster opened the public hearing at 5:11pm.

Mr. Newton introduced Ryan Lester of Mintier Harnish, to provide information related to the updated General Plan's Housing Element including the revisions that were required by the state.

Mayor Schuster closed the public hearing at 5:25pm.

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 Curtis Bortle, Council Member Dawn Miller
NAYS:	None

RESULT:	Passed
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8. Council Discussion/Announcements:

Council Member Bortle provided a Land Acknowledgment Statement.

9. New Business:

- 9.A. Consider the following resolutions for the upcoming 2026 Election:
Resolution No. 26-6502, calling and giving notice of the holding of a general municipal election to be held on Tuesday, June 2, 2026, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;
Resolution No. 26-6503, adopting regulations for candidates for elective office pertaining to candidate's statements submitted to the voters at an election to be held on Tuesday, June 2, 2026;
Resolution No. 26-6504, requesting the Board of Supervisors of the County of Lassen to consolidate a general municipal election to be held with the statewide primary election to be held on Tuesday, June 2, 2026

Heidi Whitlock, City Clerk, provided an explanation of the item and requested approval of Resolution No's 26-6502, 26-6503, and 26-6504.

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

- 9.B. Consider the modified approved position list.

Mr. Newton provided an explanation of the item and requested Council approval of the proposed approved position list.

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.C. Consider discussion regarding updating of the City Council Chambers.

Mr. Newton provided an explanation of the item and requested Council direction as to what types of items should be included in the improvements.

Mayor pro tem Brown requested just an overall refresher, new drapes, new paint, maybe clean up the photos in the back and the seating changes previously mentioned. He added the removal of the trophy case. Council Member Miller agreed to these changes.

A City Seal placed behind the dials was suggested, whether metal or wood.

Council Member Bortle suggested taking another look at the audio/visual system.

Mayor Schuster stated that the dias was made using trees from Memorial Park, so those should not be touched but the countertop can be replaced. She requested the carpet to go with the wood dias, the chairs to be replaced in the audience, the curtains to be replaced, the trophy case be removed, etc.

A budget amount from the General Fund of \$25,000 to \$75,000.

9.D. K-9 Program Presentation

Allen Sobol, Acting Public Safety Chief, introduced Officer Erika Tassone who provided the presentation as a member of the Susanville Police Officer's Association (SPOA) and not the Police Department.

The Council is in favor of the K9 Program.

10. Planning Commission:

No business.

11. Susanville Community Redevelopment Agency:

No business.

12. Susanville Municipal Energy Corporation:

No business.

13. Continuing Business:

13.A. Discussion regarding Memorial Ball Park Grandstand Fire Emergency Operations
Council Member Bortle stepped away at 6:03pm.

Mr. Newton provided an explanation of the item as well as an update of where the city is currently in the process and requested Council action to continue the emergency.

Council Member Bortle returned to the chambers at 6:04pm.

Frank Avilla, LCC Baseball Coach, inquired about whether or not there will be heavy equipment on the field during the process to which Mr. Newton responded no.

MOVER:	Council Member Curtis Bortle
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

14. City Manager's Reports:

14.A. Department Reports - Admin Services Department Update

Jolene Arredondo, Deputy City Manager, provided an update on the Administrative Services Department.

15. Future Council Items:

15.A. Future Council Items

Council Member Parrish requested a discussion regarding "promoting" the elections. Council agreed to a discussion which will occur at February 4, 2026 meeting.

16. Adjournment:

Mayor Schuster adjourned in memory of Congressman Doug LaMalfa at 6:26PM.

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 Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

- **The next regular meeting of the Susanville City Council will be held on January 21, 2026 at 4:30 PM.**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on:

