

Susanville City Council
Regular Council Meeting Minutes
Wednesday, March 4, 2026 – 5:00 PM

Mayor Schuster called the meeting to order at 5:06PM.

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

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

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

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

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 there was a special meeting that occurred at 2:00PM where no reportable action was taken but direction was provided to staff.

- Awards or Presentations by the City Council

5. Business from the Floor:

Teporaea Roadrunner, public, presented Council Member Bortle with an award for his service from Assemblywoman, Heather Hadwick.

Donna Morelini, public, provided information on an incident that occurred on the river trail on February 14, 2026, regarding unleashed dogs and requested something be done to protect the trail so it can be used as intended.

Deana Eastwood, public, also requested that something be done to protect this portion of the trail.

- 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 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

- 6.A. Minutes of the City Council February 18, 2026 regular meeting
- 6.B. Vendor and Payroll Warrants
- 6.C. Monthly Financial Reports July 2025-January 2026

7. Public Hearings - no business

8. Council Discussion/Announcements:

Council Member Bortle offered a Land Acknowledgment Statement.

9. New Business:

- 9.A. Consider Resolution No. 26-6513, authorizing the City Manager to execute Amendment No. 1 to the professional services agreement with M-Group Consultants for planning consultation services and authorizing the Finance Director to adjust the budget as necessary

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested Council approval of Resolution No. 26-6513.

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 approval of Council Members' request to use civic contribution funds from their remaining discretionary allocation of \$1,000.

Heidi Whitlock, City Clerk, provided an explanation of the item and requested Council discussion and approval.

MOVER:	Council Member Dawn Miller
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.C. Consider **Resolution No. 26-6514**, authorizing the city manager to execute an out of area services agreement with the Lassen County Local Agency Formation Commission for authorization to provide water and natural gas utilities to 697-805 Prattville Road: APN 103-120-024

Mr. Newton provided an explanation of the item and the annexation process and requested Resolution No. 26-6514.

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

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

Mr. Newton provided an explanation of the item and requested Council approval.

Council Member Bortle exited the chambers at 5:37PM and returned at 5:38PM.

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

14. City Manager's Reports:

14.A. Department Reports - Finance Department

Chandra Jabbs, Finance Director, provided an update on the happenings within the Finance Department.

15. Future Council Items:

15.A. Future Council Items

Council Member Parrish requested a discussion item regarding the homeless on the river trail. Brown and Schuster agreed. Mr. Newton stated that the item will be brought back for discussion.

16. Adjournment: Adjourned at 6:55PM.

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

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: March 18, 2026