

**Susanville City Council**  
**Regular Council Meeting Minutes**  
**Wednesday, April 15, 2026 – 4:30 PM**

Meeting called to order at 4:30PM.

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

**1. Approval of Agenda:**

Dan Newton, City Manager, suggested that the order of business be altered to conduct normal business items 1-6, then continue with item 9 items until 5:30PM. At that time, they would recess and convene as the Planning Commission. Once complete, the Commission will then adjourn, and the City Council will reconvene and hear item 7A to keep the Love's items together.

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

**2. Public Comment Regarding Closed Session Items (if any):** No public comments.

The City Council convened in closed session at 4:33PM to discuss the item below.

- A. A. Public Employment - pursuant to Government Code §54957
  - 1. Public Safety Chief

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

- Reconvene in open session at 5:04 PM
- Pledge of Allegiance
- Invocation
- Report any changes to agenda

Mr. Newton stated that prior to meeting in closed session, the Council approved the agenda with the changes mentioned above.

- Report any action out of Closed Session

Mr. Newton stated that the Council met in closed session to discuss the above-mentioned items. He continued that direction was provided to staff with no reportable action taken.

- Awards or Presentations by the City Council

**5. Business from the Floor:** Request made to please use microphones.

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.

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

- 6.A. Minutes of the City Council April 1, 2026 regular meeting
- 6.B. Vendor and Payroll Warrants
- 6.C. Consider **Resolution No. 26-6530**, authorizing a 2.68% increase to the Administrative Bargaining Unit Salary Matrix effective July 1, 2026, through and including June 30, 2027

***Item 7 – Public Hearings heard following Item 10 – Planning Commission***

**8. Council Discussion/Announcements:**

Council Member Bortle provided a Land Acknowledgement Statement.

**9. New Business:**

- 9.A. Consider **Resolution No. 26-6529**, authorizing the releasing of Tuscorora natural gas pipeline capacity to IGI Resources (IGI) until April 30, 2029, and further authorizing the City Manager to execute two updated agreements with IGI including the proposed Asset Management Agreement and the consolidated Transaction Agreement.

Mr. Newton provided an explanation of the item and requested Council approval of Resolution No. 26-6529.

|                  |                                                                                                                                          |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MOVER:</b>    | Council Member Patrick Parrish                                                                                                           |
| <b>SECONDER:</b> | Mayor Pro Tem Russ Brown                                                                                                                 |
| <b>AYES:</b>     | Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller |
| <b>NAYS:</b>     | None                                                                                                                                     |

|                |        |
|----------------|--------|
| <b>RESULT:</b> | Passed |
|----------------|--------|

- 9.B. Consider **Resolution No. 26-6531**, authorizing the Finance Director to increase the Golf Course budget by \$5,000 for replacement of pressure relief valve

Mr. Newton provided an explanation of the item and requested Council approval of Resolution No. 26-6531.

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

- 9.C. Consider **Resolution No. 26-6532**, awarding bid to All Season Heating and Air Inc. for the 2026 HVAC Renovation Susanville Fire Station Project Number 26-01.

Mr. Newton provided an explanation of the item and requested Council approval of Resolution No. 26-6532.

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

City Council recesses at 5:26PM.

#### **Planning Commission convenes at 5:30PM**

#### **10. Planning Commission:**

- 10.A. **Public Hearing** - Loves Travel Stop  
 Consider **PC Resolution No. 26-1200**, Certifying the Final Environmental Impact Report for the Susanville Travel Stop Project, **PC Resolution No. 26-1201**, Recommending the City Council amend the General Plan Map to Redesignate APN#107-280-017 to General Commercial/Shopping Center, **PC Resolution No.**

**26-1202, Approving Architectural and Site Plan Review, Use Permit, and Sign Permit Together with Making Findings of Fact and Adopting a Mitigation Monitoring and Reporting Program for the Love's Travel Stop Project (APN 107-280-017)**

Chairperson Schuster opened the public hearing at 5:30PM.

Mr. Newton provided an explanation of the item and requested Planning Commission approval of PC Resolution No.'s 26-1200, 26-1201, and 26-1202. Mr. Newton introduced Heather Gurewitz of M Group, who the City is contracted with, to present the item. She explained that the certification of the EIR must occur, followed by the general plan amendment recommendation to City Council, followed by the approval of the use permit, ASPR, and sign permit. She added that the City Council will then be able to take action on the items.

Love's Travel Stop representative provided information related to the business.

Martin Balding, public, provided his thoughts and was not in support of the project.

Owners of the current gas stations in the area voiced their concern about the project coming in and wondered what they need to do in this situation. They added that bringing in a big business would take away small businesses.

Gary Bridges, public, stated that he believed that the addition of a truck stop would add a level of safety to 395. He added that growth cannot be stopped and feels that the project is a good thing.

No less than 3 additional members of the public voiced their thoughts on the project, including the lack of information they believe has been provided on the project.

Commissioner Parrish thanked everyone for their participation.

Chairperson Schuster closed the public hearing at 6:24PM.

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

**Planning Commission adjourned at 6:24PM.**

City Council reconvenes at 6:25PM and takes a recess.

City Council reconvenes at 6:34PM.

## 7. Public Hearings:

- 7.A. Consider **Resolution No. 26-6533** Initiating the Annexation of APN 107-280-017 and Adjacent Public Right of Way Along State Route 36 from the Property Line Across the Highway Into the City Limits of Susanville and Authorizing the City Manager to Submit an Application for Annexation of the Parcel to the Lassen Local Agency Formation Commission, **Resolution No. 26-6534** Amending the General Plan to Redesignate APN# 107-280-017 to General Commercial/Shopping Center

Mayor Schuster opened the public hearing at 6:34PM.

Mr. Newton provided an explanation of the item, and once again Heather Gurewitz, of M Group, presented the item, and requested Council approval of Resolution No. 26-6533 and 26-6534.

Anthony Beavers, Love's Travel Stop, wanted to clarify that Love's should not degrade the area as previously mentioned during public comment.

Council Member Parrish inquired about security options, to which a response was provided, including 24-hour surveillance, building a relationship with local law enforcement, security cameras, etc. He added that they are not a truck stop but rather a travel stop. There are reservation requirements and travelers are not permitted to stay for extended periods of time.

Mayor Schuster closed the public hearing at 6:44PM.

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

- 7.B. Consider **Resolution No. 26-6525**, upholding the administrative citations issued against 602 Main St. (APN: 103-303-002-000)

Mayor Schuster opened the public hearing at 6:44PM.

Mike Prettyman, Code Enforcement Officer, provided an explanation of the item and requested Council approval of Resolution No. 26-6525.

Susan Chaffer, property owner, provided her side of what occurred and requested the Council consider waiving the fines.

Discussion occurred regarding whether to continue with the assessment of the fines.

Mayor Schuster closed the public hearing at 7:01PM.

Motion to approve Resolution No. 26-6525, with the amendment of allowing the responsible party 6 months to allow for a monthly payment plan.

|                  |                                                                                                                    |
|------------------|--------------------------------------------------------------------------------------------------------------------|
| <b>MOVER:</b>    | Council Member Curtis Bortle                                                                                       |
| <b>SECONDER:</b> | Mayor Pro Tem Russ Brown                                                                                           |
| <b>AYES:</b>     | Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller |
| <b>NAYS:</b>     | Mayor Mendy Schuster                                                                                               |
| <b>RESULT:</b>   | Passed                                                                                                             |

- 7.C. Consider **Resolution No. 26-6527**, approving recordation of a lien for unpaid administrative penalties issued against 1101 Arnold Street (APN:103-232-007-000)

Mayor Schuster opened the public hearing at 7:03PM.

Mr. Prettyman provided an explanation of the item and requested Council approval of Resolution No. 26-6527.

Mr. Morales spoke regarding his property.

Mr. Newton offered additional information regarding how the costs and fees are calculated.

Mayor Schuster closed the public hearing at 7:14PM.

- 7.D. Consider **Resolution No. 26-6528**, confirming a cost report of abatement and incidental expenses incurred by the City of Susanville for the execution of Nuisance Abatement Order NA-2025-001 at 17 Orange Street (APN: 107-152-011-000)

Mayor Schuster opened the public hearing at 7:15PM.

Mr. Prettyman provided an explanation of the item and requested Council approval of Resolution No. 26-6528.

Mayor Schuster closed the public hearing at 7:16PM.

|                  |                              |
|------------------|------------------------------|
| <b>MOVER:</b>    | Council Member Curtis Bortle |
| <b>SECONDER:</b> | Council Member Dawn Miller   |

|                |                                                                                                                                          |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>AYES:</b>   | Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller |
| <b>NAYS:</b>   | None                                                                                                                                     |
| <b>RESULT:</b> | Passed                                                                                                                                   |

**11. Susanville Community Redevelopment Agency** - No business

**12. Susanville Municipal Energy Corporation** - No business

**13. Continuing Business** – No business

**14. City Manager's Reports:**

14.A. Department Reports - Fire Department

Acting Assistant Fire Chief, Leon Myers, provided a report of the current happenings with the Fire Department.

Council Member Brown exited the chambers at 7:40PM and returned at 7:43PM.

**15. Future Council Items:**

15.A. Future Council Items

Mayor Schuster requested a future item to discuss her remaining civic contributions of \$500.00 going to the Chamber for fireworks. Council Member Bortle requested \$500 for SIR. Miller agreed.

**16. Adjournment:**

- The next regular meeting of the Susanville City Council will be held on May 6, 2026, at 4:30PM.

---

Heidi Whitlock, City Clerk

---

Mendy Schuster, Mayor

*Approved on: May 6, 2026*