

Susanville City Council
Regular Council Meeting Minutes
Wednesday, June 17, 2026 – 4:30 PM

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

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

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

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

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

The Council convened in closed session at 4:30pm to discuss the item below.

The City Council convened in Closed Session at 4:31 PM to discuss the item below.

A. Labor Negotiations- pursuant to Government Code §54954.5

1. Administrative Unit

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

Dan Newton, City Manager, stated that prior to convening in closed session, the Council approved the agenda as presented.

- Report any action out of Closed Session

Mr. Newton stated that direction was provided to staff with no reportable action taken.

- Awards or Presentations by the City Council - Recognition of Lassen High School's Valedictorian and Salutatorian(s)

The City Council presented the Lassen High School Valedictorian with a certificate of recognition.

5. **Business from the Floor:** No comment.

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 Patrick Parrish
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

6.A. Minutes of the City Council June 3, 2026 regular and special meetings.

6.B. Vendor and Payroll Warrants

7. **Public Hearings:**

7.A. Consider **Resolution No. 26-6547**, confirming a cost report of abatement and incidental expenses incurred by the City of Susanville for the execution of abatement order NA2025-007 at 1101 Arnold Street. (APN: 103-232-007-000)

Mayor Schuster opened the Public Hearing at 5:09 PM

Michael Prettyman, Code Enforcement Officer provided an explanation of the item and requested Council approval of Resolution No. 26-6547.

Closed Public Hearing at 5:10 PM

MOVER:	Council Member Curtis Bortle
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

7.B. Consider **Resolution No. 26-6548**, Establishing and Adopting Schedules of Fees for Services, Previously Resolution No. 25-6446

Mayor Schuster opened the Public Hearing at 5:10 PM

Chandra Jabbs, Finance Director, provided an explanation of the item and requested Council approval of Resolution No. 26-6548.

Closed Hearing at 5:12 PM

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

8. Council Discussion/Announcements:

Council Member Bortle provided the Land Acknowledgment Statement

Mayor pro tem Brown provided thanks to council and staff for service of his term.

Mayor Schuster, Council Member Miller, and Council Member Bortle thanked Council Member Brown for his service.

9. New Business:

- 9.A. Consider **Resolution No. 26-6549**, adopting the City of Susanville Fiscal Year 2026/2027 budget and amending budget policies previously adopted by Resolution No. 25-6448.

Ms. Jabbs provided information related to the 2026-2027 Fiscal Year budget and requested Council approval of Resolution No. 26-6549.

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

- 9.B. Consider **Resolution No. 26-6550**, Establishing Appropriations Limitation for Fiscal Year 2026-2027

Ms. Jabbs provided an explanation of the item and requested Council approved of Resolution No. 26-6550.

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

- 9.C. Consider **Resolution No. 26-6546**, accepting unclaimed funds as property of the City of Susanville and authorizing the finance director to transfer the unclaimed funds to the respective fund(s) from which the original checks were drawn

Ms. Jabbs provided an explanation of the item and requested Council approval of Resolution No. 26-6546.

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

- 9.D. Consider **Resolution No. 26-6551**, authorizing the closure of Main Street from Cottage Street to Rob's Way on July 18, 2026 for the Lassen County Fair Parade between 9:30 a.m. and 11:30 a.m. and authorizing the Public Works Director to execute a Caltrans Encroachment Permit application as required.

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested Council approval of Resolution No. 26-6551.

Direction provided to staff to work with the Chamber of Commerce regarding the sponsorship.

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

- 9.E. Consider **Resolution No. 26-6552**, Adopting the Fiscal Year 2026-2027 SB 1 Road Maintenance and Rehabilitation Account (RMRA) Project List Pursuant to the Road Repair and Accountability Act of 2017

Mr. Edholm provided an explanation of the item and requested approval of Resolution No. 26-6552.

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

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 Emergency Work Associated with the Failure of the Variable Frequency Drive (VFD) at Well 3 on Johnstonville Road

Mr. Edholm provided an explanation of the item and requested council direction.

Motion to continue the emergency item.

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
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14. City Manager's Reports:

14.A. Department Reports - Public Works Department

Mr. Edholm provided an update on the happenings within the Public Works Department.

Jolene Arredondo, Deputy City Manager, stated that this would be Mr. Newton's last meeting and, because he has spent most of his time in Public Works, she felt it an appropriate time to thank him for his service to the City.

Mr. Newton thanked staff and added additional information related to the happenings within the Public Works Department to include the engineering side.

15. Future Council Items:

15.A. Future Council Items

No future items requested.

16. Adjournment:

Mayor Schuster adjourned the meeting at 6:17PM in memory of Paul Moore.

- **The next regular meeting of the Susanville City Council will be held on July 1, 2026 at 4:30 PM.**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: July 1, 2026