

**MINUTES**  
**Regular Meeting**  
**TULELAKE CITY COUNCIL**  
**January 16, 2024 - 5:30 PM**

Mayor Pro Tem Cordonier called the meeting to order at 5:33PM. Council Members Teresa Williams, Bryan Hendricks and Julia Pena Larsen were present. Also in attendance were City Treasurer, Sara Luscombe, City Clerk, Aissa Martinez and City Hall Administrator, Jenny Coelho. Chief of Police, Tom Hoy and Director of Public Works, Jose Perez were present via conference call and arrived later at the meeting at 5:52PM along with Chief Resilience Officer, Jose Fiscal. Those absent were Mayor Penny Velador; Finance Director, Will Sargent; Police Officer, Brant Mauk and Assistant City Admin, Jazlyn Chavolla.

**APPROVAL OF THE JANUARY 02, 2024, REGULAR MEETING MINUTES**

Mayor Pro Tem Cordonier made a motion to approve the January 02, 2024, regular meeting minutes. Council Member Pena Larsen seconded the motion. All votes were aye. Motion carried. (Motion 24-06)

**APPROVAL OF THE PAYMENTS OF BILLS**

Mayor Pro Tem Cordonier made a motion to approve paying the bills presented. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 24-07)

**COMMENTS FROM THE PUBLIC**

No comments.

**REVIEW AND POSSIBLE APPROVAL OF CONFIDENTIALITY AGREEMENT**

City Hall Administrator, Jenny Coelho, commented that the City was looking into a Confidentiality Agreement and then COVID happened so it was forgotten. This agreement is common within similar businesses and all City employees must sign it to keep City information confidential. Mayor Pro Tem Cordonier made a motion for the approval of the Confidentiality Agreement. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 24-08)

**DISCUSSION AND POSSIBLE APPROVAL TO SEND THE DIRECTOR OF PUBLIC WORKS TO A WASTEWATER TRAINING IN LAKE TAHOE FROM APRIL 22 TO APRIL 25, 2024**

All votes were aye. Motion carried. (Motion 24-09)

**APPROVAL TO HAVE IT DEVELOP A WEB PAGE LINK FOR THE CITY'S WEBSITE FOR THE TULELAKE CULTURAL VISITOR CENTER**

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Tom Hoy commented that the Police Department is proceeding with the process to hire Police Officer, Jorge Ruiz.

**Chief Resilience Officer:** Jose Fiscal commented that he will be attending a grant writing class after the K-9 training in Anaheim, CA. He also commented that the decals have been submitted for CAL-OES emblems.

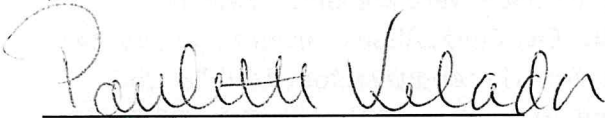
**City Hall Administrator:** Jenny Coelho wanted to thank the girls in the office for all the help last week while she was out sick. She commented that the internet went out because of a bad cord on the router. She also commented that the Public Works guys went out to Fish & Wildlife to pick up some furniture that they were giving away.

**Director of Public Works:** Jose Perez commented that he is closing the restrooms at Veterans Park everyday at 5:30PM. He also commented that Adkins Engineering is surveying in the alleys.

**Finance Director:** Absent.


**ADJOURNMENT**

Mayor Velador made a motion to adjourn the meeting at 6:00PM. Council Member Pena Larsen seconded the motion. All votes were aye. Motion carried.  
(Motion 23-249)



Paulette Velador, Mayor

Attest:



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Aissa Martinez, City Clerk