

**MINUTES**  
**Regular Meeting**  
**TULELAKE CITY COUNCIL**  
**February 18, 2025 - 5:30 PM**

Mayor, Tom Cordonier called the meeting to order at 5:30PM. Mayor Pro Tem Bryan Hendricks and Council Member Henry Ebinger were present. Council Member Margie Cordonier was present via conference call. Also in attendance were City Treasurer, Sara Luscombe; City Clerk, Aissa Martinez; Chief Resilience Officer, Jenny Coelho; Police Officer, Jorge Ruiz; Director of Public Works, Jose Perez; City Administrative Clerk, Cecilia Alvarado; Assistant City Admin, Christian Marquez and Library Branch Manager, Kaylee Wood. Those absent were Council Member, Teresa Williams; Finance Director, Will Sargent; Chief of Police; Tom Hoy and Director of Public Works, Jose Perez.

**APPROVAL OF THE FEBRUARY 11, 2025, SPECIAL MEETING MINUTES**

Council Member Ebinger made a motion for the approval of the February 11, 2025, special meeting minutes. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-28)

**APPROVAL OF THE PAYMENTS OF BILLS**

Mayor Cordonier made a motion to approve paying the bills presented. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-29)

**COMMENTS FROM THE PUBLIC**

Police Officer, Jorge Ruiz, commented that he would like to host movies in the park during summer. He also commented that it would be something fun for the community since there isn't much going on in the City. He also commented that he will bring it to the next meeting as an agenda item.

**APPROVAL OF MOU BETWEEN THE TULELAKE LIBRARY AND TULELAKE EARLY HEAD START, FOR THE PURPOSE OF ESTABLISHING A PARTNERSHIP TO HOST A MONTHLY PLAYGROUP AT THE LIBRARY AND ASSIST IN DISTRIBUTING FLYERS AND INFORMATION TO THE INDIVIDUALS AND FAMILIES SERVED BY EARLY HEAD START**

Council Member Ebinger made a motion for the approval of MOU between the Tulelake Library and Tulelake Early Head Start, for the purpose of establishing a partnership to host a monthly playgroup at the Library and assist in distributing flyers and information to the individuals and families served by Early Head Start. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-30)

**APPROVAL OF MOU BETWEEN THE TULELAKE LIBRARY AND THE TULELAKE SHINDIG, FOR THE PURPOSE OF ESTABLISHING A PARTNERSHIP TO OFFER A BOOTH WITH CHILDREN'S ACTIVITIES AT THE TULELAKE SHINDIG COMMUNITY EVENT**

Mayor Cordonier made a motion for the approval of MOU between the Tulelake Library and the Tulelake Shindig, for the purpose of establishing a partnership to offer a booth with children's activities at the Tulelake Shindig community event. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-31)

**APPROVAL OF MOU BETWEEN THE TULELAKE LIBRARY AND THE TULELAKE REVITALIZATION COMMITTEE, FOR THE PURPOSE OF ESTABLISHING A PARTNERSHIP TO OFFER A BOOTH WITH CHILDREN'S ACTIVITIES AT THE TULELAKE REVITALIZATION COMMITTEE'S COMMUNITY EVENTS**

Council Member Cordonier made a motion for the approval of MOU between the Tulelake Library and the Tulelake Revitalization Committee, for the purpose of establishing a partnership to offer a booth with children's activities at the Tulelake Revitalization Committee's community events. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-32)

**REVIEW AND POSSIBLE APPROVAL OF FY22/23 AUDIT**

Mayor Cordonier made a motion for the approval of FY22/23 Audit. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-33)

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Absent.

**Chief Resilience Officer:** Jenny Coelho commented that she had a meeting about all the snow and is developing a plan for what needs to be done in case it snows over 2 feet again. She commented that she is looking for grants for snow equipment. She also commented that she is developing a plan for an emergency phone calling system.

**Interim City Hall Administrator:** Aissa Martinez commented that the City Attorney will provide a mandatory training with the Council on March 12<sup>th</sup> at 10:00AM. She also commented that the City will be purchasing a table at Casino Night on March 1<sup>st</sup> for anyone that would like to attend. She also reminded the Council again about the CPR training on Thursday, February 20, 2025, at 8:00AM.

**Director of Public Works:** Absent.

**Finance Director:** Absent.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 6:10PM. Mayor Pro Tem Bryan seconded the motion. All votes were aye. Motion carried. (Motion 25-34)

  
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Tom Cordonier, Mayor

Attest:  
  
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Aissa Martinez, City Clerk