

AGENDA  
Regular Meeting  
TULELAKE CITY COUNCIL

**August 05, 2025**

**5:30 PM**

***Dial in Number: 712-432-3900 – Conference id: 419973 #***

If you are unable to attend in person, join the meeting by dialing the number listed above and entering the Conference ID No.

1. Call to order the regular meeting of August 05, 2025.
2. Pledge of Allegiance
3. Approval of the July 15, 2025, regular meeting minutes. Discussion/Action.
4. Approval of the payments of bills. Discussion/Action.
5. Comments from the public.

*This is the time set aside for citizens to address the Council on matters not on the agenda. Comments should be limited to matters within the jurisdiction of the Council. If your comment concerns an item on the agenda, please address the Council after that item is open for public comment. By law, the Council cannot discuss or act on matters that are not on the agenda. The mayor reserves the right to limit the duration of each speaker to three (3) minutes. Speakers may not give their time to others.*

6. Presentation by Weist Law Firm regarding Prop 218 Process, CalPERS Unfunded Liability and Grant Loan Bridge Funding. Discussion/Action. (Lloyd Hedlund Jr., Senior Project Manager)
7. Review and possible approval of bids for Small Communities Drought Relief Program grant. Discussion/Action. (Director of Public Works)
8. Discussion about Public Works maintaining the property at 571 Main Street. Discussion/Action. (Director of Public Works)
9. Approval to purchase a street striper to stripe the cross walks in the City. Discussion/Action. (Director of Public Works)
10. Update on Nuisance Abatement in the City. Discussion/Action. (Code Enforcement Officer)
11. Approval of Resolution No. 25-10 adopting the Siskiyou County Hazard Mitigation as the official Hazard Mitigation Plan of the City of Tulelake. Discussion/Action. (Chief Resilience Officer)
12. Reappoint negotiating committee for 507 Main Street, APN #050-101-010-000. Discussion/Action. (Chief Resilience Officer)
13. Discussion about the City entering the Tulelake Butte-Valley Fair Parade. Discussion/Action. (Mayor Cordonier)
14. Update on out of state license plates. Discussion/Action. (Mayor Cordonier)
15. Department Head updates. Discussion/Action.
  - a. Chief of Police, Tom Hoy
  - b. Chief Resilience Officer, Jenny Coelho
  - c. City Hall Administrator, Aissa Martinez
  - d. Director of Public Works, Jose Perez

#### **COMMENTS FROM ADMIN AND STAFF:**

16. Comments from City Engineer
17. Comments from City Attorney
18. Comments from City Building Inspector (Mike Britton)
19. Comments from Library Branch Manager (Kailee Wood)
20. Comments from City Treasurer (Sara Luscombe)
21. Comments from City Clerk (Casey Joiner)
22. Comments from Assistant City Admin (Christian Marquez)
23. Comments from City Staff (Anna Perez)
24. Comments from Council Member Henry Ebinger
25. Comments from Council Member Margie Cordonier
26. Comments from Council Member Teresa Williams
27. Comments from Council Member Bryan Hendricks
28. Comments from Council Member Tom Cordonier
29. Adjournment

Meetings are held in the Council Chambers at City Hall located at 591 Main Street, Tulelake, CA 96134.

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aids to participate in a public hearing should make the request to City Hall Staff at least 48 hours prior to the meeting.

The City Attorney, Margaret Long, may appear by telephone from 2240 Court Street, Redding, CA 96001 (530) 691-0800.

**MINUTES**  
**Regular Meeting**  
**TULELAKE CITY COUNCIL**  
**July 15, 2025 - 5:30 PM**

Mayor Tom Cordonier called the meeting to order at 5:31PM. Council Members Henry Ebinger, Margie Cordonier and Teresa Williams were present. Also in attendance were City Treasurer, Sara Luscombe; City Clerk, Casey Joiner; City Hall Administrator, Aissa Martinez; Chief Resilience Officer, Jenny Coelho; Director of Public Works, Jose Perez and City Staff, Anna Perez. Mayor Pro Tem, Bryan Hendricks; Chief of Police, Tom Hoy; Assistant City Admin, Christian Marquez; and Library Branch Manager, Kailee Wood were absent.

**APPROVAL OF THE JULY 1, 2025, REGULAR MEETING MINUTES**

Council Member Ebinger made a motion for the approval of the July 1, 2025, regular meeting minutes. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-133)

**APPROVAL OF THE PAYMENT OF BILLS**

Council Member Ebinger made a motion to approve paying the bills presented. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-134)

**COMMENTS FROM THE PUBLIC**

No comments.

**APPROVAL OF GSP AMENDMENT AND PERIODIC EVALUATION FOR A 5-YEAR RENEWAL PLAN**

Mayor Cordonier made a motion to approve the GSP Amendment and periodic evaluation for a 5-year renewal plan. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-135)

**APPROVAL OF FY23/24 FINAL AUDIT**

Council Member Ebinger made a motion to approve the FY23/24 final audit. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-136)

**APPROVAL OF RESOLUTION 25-07, A RESOLUTION OF THE CITY OF TULELAKE AND THE TULELAKE CITY COUNCIL ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2025-2026 FUNDED BY SB1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

Council Member Cordonier made a motion to approve Resolution 25-07, a Resolution of the City of Tulalake and the Tulalake City Council to adopt a list of projects for Fiscal Year 2025-2026 funded by SB1: The Road Repair and Accountability Act of 2017. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-137)

**APPROVAL OF MOU BETWEEN SISKIYOU COUNTY PUBLIC HEALTH AND THE CITY OF TULELAKE**

Council Member Ebinger made a motion to approve the MOU between Siskiyou County Public Health and the City of Tulalake. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-138)

**APPROVAL OF THE LOCAL TRANSPORTATION FUND CLAIM FOR FY2025/2026**

Mayor Cordonier made a motion to approve the local Transportation Fund claim for FY2025/2026. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-139)

**APPROVAL OF AMENDMENT 1 FOR TASK ORDER #15 FROM ADKINS ENGINEERING & SURVEYING, INC. FOR REVISION OF SCOPE FOR THE TULELAKE WASTEWATER PROJECT**

Council Member Ebinger made a motion to approve Amendment 1 for Task Order #15 from Adkins Engineering & Surveying, Inc. for revision of scope for the Tulalake Wastewater Project. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-140)

**UPDATE ON OUT OF STATE LICENSE PLATES**

Discussion only. No action taken.

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Absent

**Chief Resilience Officer:** Jenny Coelho commented that she has started on the Emergency Preparedness plan for the City of Tulalake and that Siskiyou County will be here on Tuesday September 9<sup>th</sup> from 5:30-6:30PM to get feedback from the community on an evacuation plan. She also commented that the grant consultants will be here at the fair with a table. She also commented that we should know more about the bowling alley within the next two weeks.

**Interim City Hall Administrator:** Aissa Martinez commented that the City had hired a Temporary City Staff person, Anna Perez, while the City Administrative Clerk is out on medical leave and for when she herself is out on maternity leave.

**Director of Public Works:** Jose Perez commented that the water pressure has been low lately.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the meeting at 7:14PM. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-141)

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Tom Cordonier, Mayor

Attest:

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Casey Joiner, City Clerk



City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

Bills Submitted for Approval on 08-05-2025 - <a href="#">API26003</a> for Weeks 07/16/2025-08/05/2025				
Name	Document Number	Document Amount	Document Description	Fund Code
AMERICAN SANITATION, INC	41143	140.00	Portable Toilet - 6/6/25 - 7/2/25 - BP	04
AMERICAN SANITATION, INC	41298	140.00	Portable Toilet - 6/1 - 6/28/2025 - TS	01
BEAR TECHNOLOGIES	25724	87.50	Endpoint Detection & Response	01
BEAR TECHNOLOGIES	25725	410.00	Monthly Server Maintenance	01
CAPITAL ONE SPARK BUSINESS	C1 06/19/2025	38.89	Work Lunch	02
CAPITAL ONE SPARK BUSINESS	C1 06/20/2025	117.96	Vacuum for Library	01
CAPITAL ONE SPARK BUSINESS	C1 06/26/2025	238.62	Office Supplies	01
CAPITAL ONE SPARK BUSINESS	C1 07/01/2025	429.97	Operating Supplies	02
CAPITAL ONE SPARK BUSINESS	C1 07/02/2025	12.98	Wasp Killer	01
CAPITAL ONE SPARK BUSINESS	C1 07/03/2025	383.72	Operating Supplies	02
CAPITAL ONE SPARK BUSINESS	C1 07/14/2025	648.06	Airplane Ticket for Conference	01
CAPITAL ONE SPARK BUSINESS	C1 07/15/2025	225.00	2025 CA Land Recycling Conference	01
CAPITAL ONE SPARK BUSINESS	C1 07/16/2025	64.99	Operating Supplies	02
CITY OF WEED	1749	944.00	Building Inspector - June 2025	01
DATA DELETE OF OREGON	packcasc1485caps	75.00	Paper Shredding	01
DEBI LOPEZ	DP 06/17/2025	1,125.00	POST Background Investigation - Dean Perez	05
ED STAUB & SONS PETROLEUM,	390117	450.49	Fuel - PD	01
ED STAUB & SONS PETROLEUM,	390128	1,106.10	Fuel - PW	01
LANGAN ENGINEERING AND	90051122	5,734.23	Environmental Services	01
OFFICE TECHNOLOGIES, INC.	INV55082	55.95	Maintenance on Kyocera - CH	01
PACIFIC POWER	41972561-001 9 08/25	3,364.95	1001 Dean Callas Way	03
PACIFIC POWER	41972561-002 8 08/25	1,969.63	Streetlights	11
PACIFIC POWER	41972561-003 6 08/25	283.43	Parks	01
PACIFIC POWER	41972561-004 4 08/25	158.22	C St - Lift Station	03
PACIFIC POWER	41972561-006 9 08/25	3,009.14	A6325 C Street	02
PACIFIC POWER	41972561-007 7 08/25	171.74	400 Blk Main Library	01
PACIFIC POWER	41972561-009 3 08/25	678.93	470 C St #A	01
PACIFIC POWER	41972561-013 5 08/25	19.10	Park St	03
PACIFIC POWER	41998321-001 6 08/25	3,322.38	101 Siskiyou St	02
PACIFIC POWER	41998321-004 0 08/25	390.42	Main & E St	01
SIERRA SPRINGS	24382086 072525	143.54	Sierra Springs Water	01
SOLID WASTE	0004591	70.00	Gate Fees	04
SOLID WASTE	004490	785.40	Gate Fees	04
SOLID WASTE	004544	813.96	Gate Fees	04
SOLID WASTE	004563	839.16	Gate Fees	04
SOLID WASTE	004569	30.00	Gate Fees	04
SOLID WASTE	004570	20.00	Gate Fees	04
SOLID WASTE	004572	20.00	Gate Fees	04
SOLID WASTE	004574	20.00	Gate Fees	04
SOLID WASTE	004575	190.00	Gate Fees	04
SOLID WASTE	004576	45.00	Gate Fees	04
SOLID WASTE	004580	35.00	Gate Fees	04
SOLID WASTE	004581	20.00	Gate Fees	04
SOLID WASTE	004583	30.00	Gate Fees	04
SOLID WASTE	004584	15.00	Gate Fees	04

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SOLID WASTE	004586	20.00	Gate Fees	04
SOLID WASTE	004587	25.00	Gate Fees	04
SOLID WASTE	004588	62.00	Gate Fees	04
SOLID WASTE	004592	25.00	Gate Fees	04
SOLID WASTE	004593	190.00	Gate Fees	04
SOLID WASTE	004597	20.00	Gate Fees	04
SOLID WASTE	004598	20.00	Gate Fees	04
SOLID WASTE	004599	25.00	Gate Fees	04
SOLID WASTE	004601	80.00	Gate Fees	04
SOLID WASTE	004602	15.00	Gate Fees	04
SOLID WASTE	004603	30.00	Gate Fees	04
SOLID WASTE	004604	180.00	Gate Fees	04
SOLID WASTE	004605	80.00	Gate Fees	04
SOLID WASTE	004606	140.00	Gate Fees	04
SOLID WASTE	004609	30.00	Gate Fees	04
SOLID WASTE	004610	20.00	Gate Fees	04
SOLID WASTE	004611	30.00	Gate Fees	04
SOLID WASTE	004612	15.00	Gate Fees	04
SOLID WASTE	004613	20.00	Gate Fees	04
SOLID WASTE	004614	140.00	Gate Fees	04
SOLID WASTE	004615	20.00	Gate Fees	04
SOLID WASTE	004616	110.00	Gate Fees	04
SOLID WASTE	004617	20.00	Gate Fees	04
SOLID WASTE	004619	5.00	Gate Fees	04
SOLID WASTE	004620	30.00	Gate Fees	04
SOLID WASTE	004621	60.00	Gate Fees	04
SOLID WASTE	004625	60.00	Gate Fees	04
SOLID WASTE	004626	160.00	Gate Fees	04
SOLID WASTE	004627	20.00	Gate Fees	04
SOLID WASTE	004628	40.00	Gate Fees	04
SOLID WASTE	004629	35.00	Gate Fees	04
SOLID WASTE	004631	25.00	Gate Fees	04
SOLID WASTE	004632	40.00	Gate Fees	04
SOLID WASTE	004633	80.00	Gate Fees	04
SOLID WASTE	004635	40.00	Gate Fees	04
SOLID WASTE	004642	822.36	Gate Fees	04
SOLID WASTE	004672	871.08	Gate Fees	04
SOLID WASTE	4701	955.08	Gate Fees	04
SOLID WASTE	4721	966.84	Gate Fees	04
SOLID WASTE	4760	698.88	Gate Fees	04
SOLID WASTE	4782	1,020.60	Gate Fees	04
STANTEC CONSULTING SERVICES INC.	242883	20,052.61	Tulelake DTSC ECRG Assessment FY24	01
TEENA SALAZAR	TS 07/19/2025	132.54	Reimb. Teena for Cleaning Supplies	01
THOMAS CORDONIER	MC 07/22/2025	140.85	CIIC Meeting	01
VERIZON WIRELESS	6118520642	307.75	Verizon - PD	05
Total Bill Amount		\$56,754.05		

City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

	<b>Pay Dates: 07/18/2025 06/29/2025-07/12/2025 &amp; 08/01/2025</b>	<b>Approved at the Regular Meeting on August 05, 2025</b>		
<b>PAY PERIOD:</b>	<b>07/13/2025-07/26/2025</b>		<b>Fund Account Codes:</b>	
Police Department: (3 Employees)	\$9,950.82		01- General Fund	
Chief Resilience Officer (1 Employee)	\$4,686.95		02- Enterprise Fund - Water	
Public Works: (6 Employees)	\$14,511.89		03- Enterprise Fund - Sewer	
City Hall: (5 Employees, including Library & Custodial)	\$9,724.36		04- Enterprise Fund - Garbage	
Council & Elected Officials: (7 persons)	\$2,054.90		05- Police Personnel (COPS Grant)	
			11- Gas Tax Fund (Streets)	
<b>Total Amount of Payroll DD's</b>		<b>\$40,928.92</b>	13- Local Transportation (TDA)	
<b>Total Amount Submitted for Approval - August 05, 2025:</b>		<b>\$97,682.97</b>		



RESOLUTION NO. 25-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE ADOPTING THE SISKIYOU COUNTY, CALIFORNIA LOCAL HAZARD MITIGATION PLAN UPDATE AS THE OFFICIAL HAZARD MITIGATION PLAN OF THE CITY OF TULELAKE

The City Council of the City of Tulelake hereby finds as follows:

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President of the United States a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

WHEREAS, the Siskiyou County, California Local Hazard Mitigation Plan Update was developed by the County of Siskiyou in cooperation with multiple local agencies, including the City of Tulelake and the citizens of Siskiyou County; and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Siskiyou County, California Local Hazard Mitigation Plan Update, and

WHEREAS, the Siskiyou County, California Local Hazard Mitigation Plan Update recommends mitigation activities that will reduce losses to life and property affected by natural hazards; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has reviewed and determined that the Siskiyou County, California Local Hazard Mitigation Plan Update is eligible for approval pending adoption by the County of Siskiyou and participating jurisdictions; and

WHEREAS, the Siskiyou County, California Local Hazard Mitigation Plan Update is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines 15061(b)(3) (Common Sense Exemption).

NOW, THEREFORE, BE IT RESOLVED, that the City Council adopts the Siskiyou County, California Local Hazard Mitigation Plan Update as the official hazard mitigation plan by reference.

BE IT FURTHER RESOLVED that the respective officials and agencies identified in the implementation strategy of the Siskiyou County, California Local Hazard Mitigation Plan Update are hereby directed to implement the recommended activities assigned to them.

IT IS HEREBY CERTIFIED that the foregoing Resolution 25-10 was duly adopted on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ at a regular meeting of the Tulelake City Council held on the 5th day of August 2025, by the following vote:



AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

ABESENT: \_\_\_\_\_

ABSTAINS: \_\_\_\_\_

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Thomas L. Cordonier, Mayor

ATTEST:

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Casey Joiner, City Clerk

Resolution 25-10 adopting the Siskiyou Hazard Mitigation Plan as the mitigation plan of the City of Tulelake.