

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
October 21, 2025 - 5:30 PM

Mayor Tom Cordonier called the meeting to order at 5:31PM. Mayor Pro Tem, Bryan Hendricks and Council Member Margie Cordonier were present via Microsoft Teams. Also in attendance were City Clerk, Casey Joiner; Chief Resilience Officer, Jenny Coelho; City Hall Administrator, Aissa Martinez; City Staff, Anna Perez; Library Branch Manager, Kailee Wood; and newly appointed Council Member Patricia Taylor. Director of Public Works, Jose Perez was present via conference call. Council Member Teresa Williams; City Treasurer, Sara Luscombe; Assistant City Admin, Christian Marquez; Code Enforcement Officer, Art Ramirez and Chief of Police, Tom Hoy were absent.

APPROVAL OF THE SEPTEMBER 16, 2025, REGULAR MEETING MINUTES

Council Member Cordonier made a motion for the approval of the September 16, 2025, regular meeting minutes. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-165)

APPROVAL OF THE PAYMENT OF BILLS

Council Member Cordonier made a motion to approve paying the bills presented for October 7, 2025 and October 21, 2025. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-166)

COMMENTS FROM THE PUBLIC

No comments.

APPOINTMENT OF CITY COUNCIL MEMBER

Mayor Cordonier made a motion to approve the appointment of City Council Member, Patricia Taylor. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-167)

OATH OF OFFICE FOR APPOINTED CITY COUNCIL MEMBER

City Clerk, Casey Joiner swore in newly elected City Council Member, Patricia Taylor.

APPROVAL OF RESOLUTION 25-15, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE AMENDING THE GENERAL PLAN SAFETY ELEMENT AND ADOPTING THE LOCAL HAZARD MITIGATION PLAN BY REFERENCE

Mayor Cordonier made a motion that we make the finding that the project does not have the potential to result in a significant adverse effect on the environment and is exempt from environmental review pursuant to CEQA Guidelines Section 15061(b)(3). Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-168). Mayor Cordonier made a motion that we adopt Resolution 25-15 to amend the Safety Element and adopt the Local Hazard Mitigation Plan by reference. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 25-169)

APPROVAL OF RESOLUTION NO. 25-12, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE AUTHORIZING THE EXECUTION OF AGREEMENTS WITH THE WEIST LAW FIRM AND CALIFORNIA MUNICIPAL ADVISORS LLC FOR POSSIBLE SERVICES OF PENSION MANAGEMENT, RATE STUDY, CAPITAL PROJECT FINANCING AND RELATED SERVICES

Mayor Cordonier made a motion to approve Resolution No. 25-12, a Resolution of the City Council of the City of Tulelake authorizing the execution of agreements with the Weist Law Firm and California Municipal Advisors LLC for possible services of pension management, rate study, capital project financing and related services. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 25-170)

REVIEW AND POSSIBLE APPROVAL OF THE REVISED TULELAKE CULTURAL CENTER PLANS

It was discussed that it would be up to the TCVC committee to approve any changes to the revised Tulelake Cultural Center Plans. Discussion only. No action taken.

APPROVAL TO PROMOTE ANNA PEREZ TO FULL-TIME CITY ADMINISTRATIVE CLERK STARTING AT \$20.00 AN HOUR

Mayor Cordonier made a motion to promote Anna Perez to full-time City Administrative Clerk starting at \$20.00 an hour back dating to October 5, 2025. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-171)

APPROVAL FOR TULELAKE LIBRARY TO PAINT THE TRIM ON LIBRARY BUILDING AND BOOK BOX, ADD ADDITIONAL GUTTERS OVER BOOK BOX AND UPDATE LIGHTING IN FRONT OF THE LIBRARY

Mayor Cordonier made a motion to approve of the Tulelake Library painting the trim on library building and book box, add additional gutters over book box and update lighting in front of the library, as well as painting the inside of the library. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 25-172)

DISCUSSION AND APPROVAL OF PUTTING A CAMERA SYSTEM IN THE CITY

Chief of Police, Tom Hoy, was not present.

DISCUSSION AND APPROVAL TO PURCHASE A LAPTOP FOR PUBLIC WORKS

Mayor Cordonier made a motion to approve the purchase of a new laptop for Public Works. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-173)

APPROVAL OF CHANGE ORDER NO. 1 TO REMOVE THE RUBBLE FROM WELL #2

Mayor Cordonier made a motion to approve Change Order No. 1 to remove the rubble from Well #2. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 25-174)

APPROVAL OF ESTIMATE FROM R.B. ALDRICH CONSTRUCTION FOR THE NEW PUBLIC WORKS SHOP

Mayor Cordonier made a motion to approve the estimate from R.B. Aldrich Construction for the new Public Works shop. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-175)

APPROVAL OF THE REVISED FY25/26 COPS GRANT BUDGET WITH THE FY25/26 GROWTH ALLOCATION

Mayor Cordonier approved the revised FY25/26 COPS Grant Budget with the FY25/26 growth allocation. Council Member Cordonier seconded the motion. All votes were aye. Motion approved. (Motion 25-176)

REVIEW AND APPROVAL OF THE CITY OF TULELAKE SNOW REMOVAL POLICY

Discussion only. No action taken.

APPROVAL OF TCVC ADVISORY COMMITTEE'S RECOMMENDATION OF THE SELECTED PROPOSAL FROM A GEOTECHNICAL FIRM FOR THE TULELAKE CULTURAL VISITOR CENTER PROJECT

Mayor Cordonier made a motion to approve the TCVC Advisory Committee's recommendation of the selected proposal from a geotechnical firm for the Tulelake Cultural Visitor Center project. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-177)

DISCUSSION ABOUT THE COMMITTEE THAT WAS FORMED FOR THE VEHICLES PARKED ON MAIN STREET

No action taken.

DISCUSSION ABOUT CITY COUNCIL MEMBERS' PAY PER REGULAR MEETINGS

Mayor Cordonier made a motion to approve that starting in November, 2025, City Council Members will start getting paid per meeting in attendance instead of a flat monthly sum. Council Member Taylor seconded the motion. Three votes were aye and one was nay. Motion carried. (Motion 25-178)

DEPARTMENT HEAD UPDATES

Chief of Police: Absent.

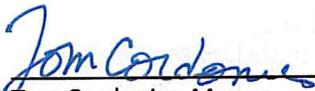
Chief Resilience Officer: Jenny Coelho commented that she has gone to several trainings and conferences lately and was asked to present twice.

City Hall Administrator: Aissa Martinez commented that she will be going on maternity leave on November 6, 2025 and will be out for 90 days. She also commented that City Hall is still looking for a part-time employee for when she is on maternity leave and will repost for another 10 days.

Director of Public Works: Absent.

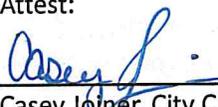
ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 7:34PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-179)



Tom Cordonier, Mayor

Attest:



Casey Joiner, City Clerk