

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
June 2, 2026 - 5:30PM

Mayor Tom Cordonier called the meeting to order at 5:30PM. Mayor Pro Tem, Penny Velador and Council Members, Margie Cordonier, and Patricia Taylor were present. Also in attendance were Chief Resilience Officer, Jenny Coelho; Director of Public Works, Jose Perez; City Hall Administrator, Aissa Martinez; City Clerk, Anna Perez; Library Branch Manager, Kailee Wood and Chief of Police, Tom Hoy. Assistant City Admin, Christian Marquez; Finance Director, Whitney Cantrell and City Treasurer, Sara Luscombe and Council Member Teresa Williams were absent.

APPROVAL OF MAY 19, 2026, REGULAR MEETING MINUTES

Mayor Cordonier made a motion for the approval of May 19, 2026, regular meeting minutes. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-83)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Pro Tem Velador asked whether the City has been reimbursed from the K-9 fund. City Hall Administrator, Aissa Martinez stated that it has been fully paid. Mayor Cordonier made a motion to approve paying the bills presented. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-84)

COMMENTS FROM THE PUBLIC

No Comments

PUBLIC HEARING REGARDING WIRELESS TELECOMMUNICATION FACILITY USE PERMIT – AT&T WIRELESS AND APPROVAL OF RESOLUTION 26-08, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE GRANTING A CONDITIONAL USE PERMIT FOR AN EXISTING WIRELESS TELECOMMUNICATIONS FACILITY AT 101 RAY OEHLERICH WAY

City Planner, Rico Tinsman stated that User Permit 101 involves a tower that is 165 feet tall. The proposed work consists of replacing existing antennas and adding new radio equipment. He also noted that, with advances in technology, he believes these large towers may eventually become obsolete. Council Member Cordonier moved 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 Sections 15301, 15303, and 15061(b)(3). Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-85). Council Member Cordonier moved that we adopt Resolution 26-08 and approve the conditional use permit request. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-86)

APPROVAL OF RENEWING TULELAKE MULTI COUNTY FIRE DISTRICT CONTRACT WITH THE CITY OF TULELAKE

City Hall Administrator, Aissa Martinez said the contract must be signed as of June 1, 2026. Mayor Cordonier made a motion for the approval of renewing Tulelake Multi County Fire District Contract with the City of Tulelake. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-87)

DISCUSSION ABOUT THE FINANCIAL RESPONSIBILITY OF CITY UTILITIES

City Hall Administrator, Aissa Martinez stated that property owners are responsible for covering any outstanding utility balance if it is not paid by the tenant. Director of Public Works, Jose Perez shared that he has encountered situations where property owners were unwilling to pay utility bills left unpaid by former tenants. He explained that if an outstanding balance remains unpaid, utility service will not be restored until the balance is resolved. Mayor Pro Tem Velador expressed concern about requiring utilities to be placed in the property owner's name. However, she indicated that she is comfortable with property owners being billed for unpaid tenant balances when necessary. Mayor Cordonier suggested continuing to follow the existing resolutions and policies already in place regarding unpaid utility accounts. No action was taken.

APPROVAL TO PAY OUT SAMUEL FLORES 34 HOURS OF COMP TIME

Director of Public Works, Jose Perez requested Council consideration for paying out 34 hours of accrued vacation time to Samuel Flores. He clarified that the hours were vacation time, not comp time as initially stated. Jose explained that the leave balance had not been recorded correctly by staff. City Hall Administrator, Aissa Martinez stated that Samuel Flores has been employed with the City for over 10 years and that errors were made in calculating his leave balance. Council Members inquired whether sufficient funds were available in the budget to cover the payout. Aissa confirmed that funding was available. Council discussed the matter and considered the correction of the leave balance and associated payout. Mayor Pro Tem Velador made a motion to approve paying Samuel Flores 34 hours of vacation time. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-88)

REVIEW AND POSSIBLE APPROVAL OF THE CITY OF TULELAKE FY2026-2027 LOCAL TRANSPORTATION FUNDS CLAIM FROM THE SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION

Chief Resilience Officer, Jenny Coelho reported that she is following up with the county regarding funds from the previous year that the City has not yet received. She explained that the amount of funding has decreased slightly because it is based on a percentage of the gas tax revenue collected. Jenny noted that the grant funds are designated for street-related projects and improvements. Council Member Cordonier made a motion to approve

the City of Tulalake FY2026-2027 Local Transportation funds claim from the Siskiyou County Local Transportation Commission. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-89)

REVIEW OF THE CITY OF TULELAKE'S CURRENT PAVEMENT CONDITIONS INDEX

Chief Resilience Officer, Jenny Coelho reported that the City's pavement condition index has improved from 61 to 72. She explained that this information is submitted to the State, which uses the report as part of its funding allocation process. Jenny noted that the City has received approximately \$280,000 annually through this funding program. Discussion only. No action taken.

Chief of Police: Absent.

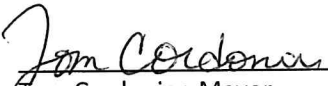
Chief Resilience Officer: Chief Resilience Officer, Jenny Coelho reported that the next three months are expected to be very busy as grant application periods open. She stated that the applications will be available for approximately three months and that Murry will be assisting with the process. Jenny expressed confidence that the City will qualify for the grant. She also noted that she is researching additional grant opportunities that could provide funding for park improvements and projects.

City Hall Administrator: Not present for comments.

Director of Public Works: Director of Public Works, Jose Perez reported that the City experienced issues related to the significant amount of rainfall received. As a result, it was necessary to dump it into Pond No. 2. Jose stated that he had planned to take the day off; however, while fishing, he received a call regarding a sewer line failure at the Fairgrounds. The main sewer line had broken and required immediate attention. He reported that Bob's Excavating is scheduled to arrive the following day to make the necessary repairs. Jose also noted that he informed his commissioner of the situation and the steps being taken to address the issue.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 7:10PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-90)


Tom Cordonier, Mayor

Attest:


Anna Perez, City Clerk