

AGENDA
Regular Meeting
July 21, 2026
5:30PM
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 July 21, 2026.
2. Pledge of Allegiance
3. Approval of the July 7, 2026, 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. Local fire report and update of recent fire hazards within the City of Tulelake.
Discussion/Action (Adam Alcorn, TMCFD)
7. Discussion about City tractor being removed from City property by Robert Shock.
Discussion/Action (Jose Perez, Public Works Director)
8. Discussion about Robert Shock not removing tires from the Tri-County property.
Discussion/ Action (Tom Cordonier, Mayor)
9. 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:

10. Comments from Library Branch Manager (Kailee Wood)
11. Comments from City Treasurer (Sara Luscombe)
12. Comments from City Clerk (Casey Joiner)
13. Comments from Assistant City Admin (Christian Marquez)
14. Comments from City Administrative Clerk (Anna Perez)
15. Comments from Council Member Margie Cordonier
16. Comments from Council Member Patty Taylor
17. Comments from Mayor Pro Tem Penny Velador
18. Comments from Council Member Teresa Williams
19. Comments from Mayor Tom Cordonier
20. 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 7, 2026 - 5:30PM

Mayor Tom Cordonier called the meeting to order at 5:30PM. Mayor Pro Tem, Penny Velador and Council Members, Margie Cordonier, Patricia Taylor and Teresa Williams 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; Chief of Police, Tom Hoy, Assistant City Admin, Christian Marquez and City Treasurer, Sara Luscombe. Finance Director, Whitney Cantrell, was absent.

APPROVAL OF June 16, 2026, REGULAR MEETING MINUTES

Mayor Pro Tem Velador made a motion for the approval of May 26, 2026, special meeting minutes. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-103)

APPROVAL OF JUNE 30, 2026, SPECIAL MEETING MINUTES

Council Member Cordonier made a motion for the approval of June 2, 2026, regular meeting minutes. Council Member Taylor seconded the motion. Four votes were aye and one abstained. Motion carried. (Motion 26-104)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Cordonier asked Chief Tom Hoy about the fuel cost in his department. Chief Hoy mentioned that he was going to have everyone input their actual mileage so that in the office they know whose charge is what. Mayor Pro Tem Velador made a motion to approve paying the bills as presented. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-105)

COMMENTS FROM THE PUBLIC

Lindsay Wallace addressed the Council and apologized to the Director of Public Works for the way she had treated him previously.

Jack Britner addressed the Council regarding the City's enforcement actions affecting vendors. He questioned why the City was requiring people to leave and expressed concern about the shaved ice vendor operating within the City limits, stating that people are simply trying to make a living.

DISCUSSION ABOUT DOGS FOLLOWING KIDS TO LIBRARY AND THEN BARKING AND GROWLING AT PATRONS TRYING TO COME IN AND OUT OF LIBRARY

Library Branch Manager, Kailee Wood reported that, since the item was placed on the agenda, the dog had been picked up by Chief Hoy. Chief Hoy stated that he transported the dog to the Klamath Animal Shelter. He explained that a \$160 fee for a required medical examination was paid before the dog could be accepted by the shelter. The expense was paid from the K-9 Fund. No action was taken.

DISCUSSION ABOUT WHAT CAN BE DONE TO ENFORCE DOG LICENSES

Mayor Cordonier discussed the need to improve compliance with the City's dog licensing requirements and expressed interest in developing a method to encourage residents to obtain dog licenses. Chief Hoy stated that whenever officers respond to a residence for a call for service and observe a dog on the property, they can provide the owner with a notice informing them of the City's dog licensing requirement. No action was taken.

DISCUSSION ABOUT THE UMBRELLA VENDOR SELLING WITHIN CITY LIMITS WITH NO BUSINESS LICENSE

Council Member Teresa Williams stated that she requested this item be placed on the agenda because Officer Mauk had previously been required to obtain proper licensing for a fundraiser benefiting his daughter's soccer team. She expressed the opinion that if the City requires approval for one fundraiser, the requirement should be applied consistently to all vendors, meaning everyone should be subject to the same requirements. No action taken.

REVIEW AND POSSIBLE APPROVAL OF TASK ORDER 19 WITH ADKINS ENGINEERING AND SURVEYING, FOR STRUCTURAL DESIGN OF THE LOW POWER FM RADIO TOWER FOR INSTALLATION

Chief Resilience Officer Jenny Coelho mentioned that she has \$5000 in her budget for supplies she is willing to use to pay for the installation from that grant. She is going to ask to make sure she can do that. It will still cost the City money to install it. Council Member Taylor mentioned that she rather have her ask first to see if it can be used if not to bring it back to Council. Mayor Cordonier made a motion for Chief Resilience Officer Jenny to determine whether the grant could be used. If not, the item will be brought back to the Council. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-106)

REQUEST TO PREPARE NUISANCE ABATEMENT LIEN AND PURSUE RECEIVERSHIP WITH THE CITY ATTORNEY FOR APN #050-081-090-000

Chief Resilience Officer Jenny Coelho said that the Building Inspector needs to see if there is any damage that has happened to the roofs. Chief Hoy mentioned that the owner is upset and wants to know if he can go onto his property since it's all red tagged. The owner mentioned to Chief Hoy that he will take legal action against the City for causing damage to his property. Council Member Cordonier made the motion to prepare a nuisance abatement lien and pursue receivership with the City Attorney for APN #050-081-090-000. Council Member Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-107)

APPROVAL TO PURSUE INSPECTION AND POSSIBLY NUISANCE ABATEMENT WARRANT WITH THE CITY ATTORNEY FOR APN #050-072-120-000

Chief Resilience Officer Jenny Coelho stated that a search warrant is required before City officials can enter the property. She explained that the property is now owned by U.S. Bank and that the current occupants are believed to be squatting. The Director of Public Works and the Chief Resilience Officer contacted Siskiyou County so that County officials could be included in the search warrant and participate in the inspection of the property. Mayor Pro Tem Velador made the motion to pursue inspection and possible nuisance abatement warrant with the City Attorney for APN #050-072-120-000. Council Member Cordonier seconded the motion. Motion carried. All votes were aye. Motion carried. (Motion 26-108)

Chief of Police: Tom Hoy reported that Oscar is doing well. He also reported that a pickup truck had been purchased using K-9 Fund monies. In addition, Chief Hoy stated that he hired an accountant to provide an additional level of financial oversight for the K-9 Fund. Chief Hoy also reported that Officer Ross had issued three notices to vehicles with out-of-state license plates.

Chief Resilience Officer: Jenny Coelho reported that she is working with Jeff on the City's audit. She also reported that she is preparing two grant applications. In addition, she stated that she has been reviewing two emergency plans related to livestock left behind during wildfires and would like to develop a plan to address livestock evacuation and care in the event of wildfire.

City Hall Administrator: No comments.

Director of Public Works: Jose Perez mentioned to the Council that the tires that came from the property clean up are all scattered and have not been removed.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 7:03PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-109)

Tom Cordonier, Mayor

Attest:

Anna Perez, City Clerk

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

Bills Submitted for Approval on 07-21-2026 - API26033 for Weeks 07-07-2026 thru 07-21-2026				
Name	Document Number	Document Amount	Document Description	Fund Code
SISKIYOU COUNTY GENERAL SERVICES	001364	986.42	Gate Fees	04
CONTINENTAL UTILITY SOLUTIONS, INC.	BF10579	31.89	Billing Postcards	02
DEAN-SLABAUGH LLC	2026-003	891.64	Monthly Rent	05
ED STAUB & SONS PETROLEUM, INC	510515	1,044.16	Police Department - Fuel	01
ED STAUB & SONS PETROLEUM, INC	510527	902.58	Parks & Public Works Fuel	01
JW KERNS INC.	564611	24.99	Pipe	03
LANGAN ENGINEERING AND ENVIRONMENTAL SERVICES, INC.	1810 #90104163	1,500.00	Reuse Planning	01
PRENTICE LONG, PC	8846	639.00	Attorney Fees	01
RICK FRIEDMAN	July	120.00	Plan Check	01
SISKIYOU COUNTY GENERAL SERVICES	001399	1,075.00	Gate Fees	04
SISKIYOU COUNTY GENERAL SERVICES	001424	952.02	Gate Fees	04
SISKIYOU COUNTY GENERAL SERVICES	001451	879.78	Gate Fees	04
SMALL CITIES ORGANIZED RISK EFFORT	TulQ1FY27	119,775.00	Liability, Premium & EAP	01
SPRING STREET ANALYTICAL LLC	4060	260.00	Colilert- California	02
STACY & DENNIS	26CW-3136	875.00	Agreement	01
STACY & DENNIS	26CW-3193	72.50	Outsourcing work - Jenny	01
STATELINE AUTO PARTS SUPPLY, INC.	653762	30.52	Dust Mask, Gloves & Saftey Glasses	02
STATELINE AUTO PARTS SUPPLY, INC.	653928	15.00	High Foam Car Wash	05
STATELINE AUTO PARTS SUPPLY, INC.	654286	203.67	Nitrile Dispos Glove	02
STATELINE AUTO PARTS SUPPLY, INC.	654287	5.35	Operating Supplies	02
TRILOGY ARCHITECTURE CORPORATION	1910	7,950.00	Tulelake Visitor Center	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 01/2027	2,083.33	Fire Protection Service 01/2027	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 02/2027	2,083.33	Fire Protection Service 02/2027	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 03/2027	2,083.33	Fire Protection Service	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 04/2027	2,083.33	Fire Protection Service 04/2026	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 05/2027	2,083.33	Fire Protection Service 05/2027	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 06/2027	2,083.33	Fire Protection Service 06/2027	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 07/2026	2,083.33	Fire Protection Service 07/2026	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 08/2026	2,083.33	Fire Protection Service 08/2026	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 09/2026	2,083.33	Fire Protection Service 09/2026	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 10/2026	2,083.33	Fire Protection Service 10/2026	01

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

TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 11/2026	2,083.33	Fire Protection Service 11/2026	01
TULELAKE MULTI COUNTY FIRE DIST.	TMCFD 12/2026	2,083.33	Fire Protection Service 12/2026	01
U. S. Armor Corporation	S3136	1,842.45	Enforcer, Carrier, FOC, Spear Tubes & Velcro Loop	05
WOODHOUSE FARMING & SEED CO.	S293117	30.00	Weights 47435 & 47445	04
WOODHOUSE FARMING & SEED CO.	S293130	30.00	Weights 47458 & 47465	04
WOODHOUSE FARMING & SEED CO.	S293144	30.00	Weights 47476 & 29822	04
WOODHOUSE FARMING & SEED CO.	S293158	30.00	Weights 47486 & 47494	04
WOODHOUSE FARMING & SEED CO.	S293167	15.00	Weights 47516	04
Total		165,211.93		
	Pay Dates: 07/03/2026 PAY PERIOD: 06/28/2026-07/11/2026		Fund Account Codes:	
Police Department: (4 Employees)	\$8,018.16		01- General Fund	
Chief Resilience Officer (1 Employee)	\$2,550.31		02- Enterprise Fund - Water	
Public Works: (6 Employees)	\$8,009.43		03- Enterprise Fund - Sewer	
City Hall: (6 Employees, including Library & Custodial)	\$5,849.83		04- Enterprise Fund - Garbage	
Council & Elected Officials: (7 persons)	\$0.00		05- Police Personnel (COPS Grant)	
			11- Gas Tax Fund (Streets)	
Total Amount of Payroll DD's		\$24,427.73	13- Local Transportation (TDA)	
Total Amount Submitted for Approval - July 21, 2026:		\$189,639.66		