

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
August 4, 2026 - 5:30PM

Mayor Tom Cordonier called the meeting to order at 5:31PM. Mayor Pro Tem, Penny Velador and Council Members, Margie Cordonier 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 and City Treasurer, Sara Luscombe.

Mayor Cordonier amended the agenda to add discussion about City pig pens.

APPROVAL OF JULY 21, 2026, REGULAR MEETING MINUTES

Council Member Cordonier made a motion for the approval of July 21, 2026, regular meeting minutes. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-116)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Cordonier asked the Public Works Director, Jose Perez, when they will start the project on Main Street. Public Works Director, Jose mentioned it will begin after fair. Mayor Cordonier made a motion to approve paying the bills as presented. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-117)

COMMENTS FROM THE PUBLIC

No comments from the public.

APPROVAL OF RESOLUTION 26-10, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE APPROVING A NON-CHARTER MEMBERSHIP IN THE CALIFORNIA MUNICIPAL PUBLIC FINANCING AUTHORITY AND AUTHORIZING EXECUTION OF A NON-VOTING MEMBER AGREEMENT"

Chief Resilience Officer, Jenny Coelho mentioned that it doesn't cost any money to join, and it helps with short-term funding and finding contacts to cheaper funding cost. Council Member Williams made the motion to approve Resolution 26-10, "A Resolution of the City Council of the City of Tulelake approving a non-charter membership in the California municipal public financing authority and authorizing execution of a non-voting member agreement. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-118)

DISCUSSION ABOUT CITY PIG PENS AND FEES

Jolene commented that the metal structure is scheduled to arrive this coming Thursday. The official plans for the structure will be emailed to the plan checker. Building Inspector, Mike Britton noted that the plans are sent to the plan checker because the plan-check fee will need to be paid, as the plan checker is a private contractor. Jolene commented that, finally, after two years, there is activity taking place. Discussion Only. No action taken.

APPROVAL OF FIRE HAZARD SEVERITY ZONE STATUS FOR THE CITY

Building Inspector, Mike Britton mentioned that, beginning in April 2024, the State Responsibility Area (SRA) regulations apply throughout Siskiyou County because of the county's high fire-risk areas. The SRA fire-safety regulations establish wildfire protection standards for construction and development in these areas. Mayor Cordonier asked if passing these regulations would affect homes that have already been built. Chief Resilience Officer, Jenny Coelho stated that the City needs to follow California State law. Mike noted that failure to comply could affect eligibility for grants. Mayor Pro Tem Velador asked how the requirements would affect additions to existing homes. Mike responded that there may be changes or additional requirements for future additions. Siskiyou County currently requires permits for addition and routes projects subject to SRA regulations for review. Council Member Cordonier made a motion to approve the fire hazard severity zone status for the City. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 26-119)

FIRST READING OF ORDINANCE 26-02, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TULELAKE ADOPTING THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, TITLE 24, PART 7 OF THE CALIFORNIA CODE OF REGULATIONS, BY REFERENCE"

Building Inspector, Mike Britton requested that the Fire Chief be present, noting that the Fire Chief has additional training and expertise in fire safety beyond that of a building inspector. Mike stated that vegetation must be cleared within five feet of the house, leaving the area immediately surrounding the structure free of vegetation. California's current defensible-space guidance identifies the first five feet around a structure as Zone 0, with specific requirements intended to reduce ember ignition risk. Discussion Only.

REVIEW AND APPROVAL OF AGREEMENT BETWEEN THE CITY OF WEED AND THE CITY OF TULELAKE

Building Inspector, Mike Britton stated that sometimes there is little activity and at other times there is a significant amount of work. He noted that all cities are currently facing financial challenges. Mike indicated that he is willing to assist by text message or phone call, when possible, which could help the City save money. He also stated that he can come every other week if his services are needed. Mayor Cordonier made a motion to approve the agreement between the City of Weed and the City of Tulelake. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-120)

APPROVAL OF CHANGE ORDER #8 FOR SHASTA SERVICES, INC. AND TIMBERWORKS FOR WELL-CASING SURVEYING FOR WELL #2

Chief Resilience Officer, Jenny Coelho stated that this is the final step in completing the repairs to Well #2. The original bid was \$48,000, with approximately \$18,000 remaining. She explained that the filling station will be paid for from the remaining funds and that the work is within the approved budget. She also noted that 10% of the contract amount is being held back. Mayor Cordonier asked about the labor markup. Jenny explained that the subcontractor fees had been changed. Council Member Cordonier made the motion to approve change order #8 for Shasta Services, INC. and Timberworks for well-casing surveying for well #2. Mayor Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-121)

DISCUSSION ABOUT THE CITY BEING IN THE PARADE FOR THE TULELAKE-BUTTE VALLEY FAIR

Mayor Cordonier mentioned that the 75th year for the fair is coming up and would like to know if the City would like to have a float for the parade. Mayor Cordonier made a motion for City staff to apply to be part of the parade. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-122)

DISCUSSION AND POSSIBLE ACTIONN REGARDING STRATEGIES TO INCREASE COMPLIANCE WITH CITY DOG LICENSING REQUIERMENTS

Mayor Cordonier wanted to follow-up on what can be done to enforce dog licenses. City Hall Administrator, Aissa Martinez mentioned that letters can be sent out to everyone in the City stating that if you own a dog, please come to City Hall and license it. Discussion Only.

APPROVAL OF APPOINTING MARGARET CORDONIER TO THE TULELAKE LOAN COMMITTEE

City Hall Administrator, Aissa Martinez stated that the Loan Committee needs one additional member. Jenny noted that Jim Smith has not been participating. Aissa suggested that it may be beneficial to have a Council Member serve on the committee. Mayor Pro Tem Velador made a motion to approve Margaret Cordonier to be on the Tulelake Loan Committee. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 26-123)

CLOSED SESSION: PUBLIC EMPLOYEE REVIEW: TITLE CITY HALL ADMINISTRATOR

Council went into closed session at 6:49pm.

ANNOUNCEMENT OF CLOSED SESSION

Council returned from closed session at 7:42pm. No action was taken.

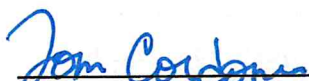
Chief of Police: Tom Hoy mentioned that there was a \$25,000 check donated to the K-9 fund. He is trying to lower expenditures. 80% of the gas for his truck will be paid out of the K-9 fund.

City Hall Administrator: Aissa Martinez mentioned that she is meeting with Charlie and Whitney regarding budget.

Director of Public Works: Jose Perez reported that Main Steet projects will be starting after fair. He also mentioned that he spoke to Kyle about removing vehicles off Main Street.

ADJOURNMENT

Mayor Cordonier made a motion to adjourn the meeting at 8:07PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-124)



Tom Cordonier, Mayor

Attest:



Anna Perez, City Clerk