

**Tulelake City Council**  
**Special Meeting Minutes**  
**June 19, 2018**

Mayor Ebinger called the meeting to order at 4:32 PM. Mayor Pro Tem Marcillac, Council Members, Fensler and Nicholson were present. Also present was City Hall Administrator, Jenny Coelho; City Administrative Clerk, Heidi Cureton; Director of Public Works, Brett Nystrom; Finance Director, Will Sargent and Chief of Police, Tony Ross. Council Member Velador, City Clerk, Iva Rogers and City Treasurer, Leslie Boyd were absent.

**COMMENTS FROM THE PUBLIC**

Nobody from the public was present for comments.

**REVIEW AND APPROVE PROPOSED FY 2018/2019 BUDGET**

City Hall Administrator, Jenny Coelho, presented the proposed fiscal year 2018/2019 Budget for the City Hall departments to the Council. Chief of Police, Tony Ross, presented the Police Department proposed fiscal year 2018/2019 Budget to the Council and Director of Public Works, Brett Nystrom presented the Public Works Department proposed fiscal year 2018/2019 Budget to the Council. Council asked Will Sargent to find out if the Transfer Station Budget is an Enterprise Funds item or a General Fund item and made a few minor changes to the proposed budget. Mayor Ebinger made a motion to accept the proposed fiscal year 2018/2019 Budget with the changes recommended by the Council. Council Member Nicholson seconded. Motion Carried. (SP Motion 18-10)

**APPROVAL TO PURCHASE BICYCLE HELMETS OUT OF THE PUBLIC SAFETY FUND**

Chief of Police, Tony Ross requested to purchase bicycle helmets in order to restock his supply to give out to the public. The total cost for the helmets is \$900 which would be purchased using moneys from the Public Safety Fund. Mayor Ebinger moved to approve purchasing the bicycle helmets from the Public Safety Fund. Council Member Fensler seconded. Motion Carried (SP Motion 18-11)

**UPDATE ON 2018 BUSINESS LICENSES**

City Hall Administrator, Jenny Coelho said that three business licenses have not be paid yet for calendar year 2018. Monthly notices were mailed to each of these businesses with an explanation that their business license was overdue and payment, along with monthly late fees, were due and payable. Council discussed and Mayor Pro Tem Marcillac moved to have City Staff send out a final formal letter to each noncompliant business giving them 10 days to pay their respective overdue business license along with all late fees. If the business owners do not follow through within the 10-day period, the business owner would receive an administrative citation for violation of a City Ordinance, per City Municipal Code 1.20. If the citation is not paid then the City may take legal action as per City Municipal Code. Council Member Nicholson seconded. Motion carried. (SP Motion 18-12)

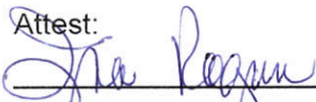
**ADJOURNMENT**

Mayor Pro Tem Marcillac made a motion to adjourn. Council Member Nicholson seconded. Motion carried. Council adjourned at 5:33 PM. (SP Motion 18-13)



Mayor Hank Ebinger

Attest:



Iva Rogers, City Clerk