

MINUTES
Special Meeting
TULELAKE CITY COUNCIL
May 24, 2023 - 5:30 PM

Mayor Penny Velador called the meeting to order at 5:34PM. Mayor Pro Tem Tom Cordonier and Council Member Teresa Williams were present. Council Member Julia Pena Larsen arrived at 5:45PM. Also in attendance was the City Clerk, Aissa Martinez; Finance Director, Will Sargent; Chief of Police, Tom Hoy; City Hall Administrator, Jenny Coelho; Director of Public Works, Jose Perez and City Administrative Clerk, Heidi Cureton. Council Member Bryan Hendricks and City Treasurer, Sara Luscombe were both absent.

APPROVAL OF THE MAY 02, 2023, REGULAR MEETING MINUTES

Mayor Pro Tem Cordonier made a motion to approve the May 02, 2023, regular meeting minutes. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 23-82)

APPROVAL OF THE PAYMENT OF BILLS

This agenda item was placed on hold until the bill report could be presented.

COMMENTS FROM THE PUBLIC

Henry Ebinger made a brief comment on the Collier Interpretive & Information Center meeting that he attended.

CLOSED SESSION: POSSIBLE PUBLIC EMPLOYEE APPOINTMENT (GOVERNMENT CODE §54957(B)(1)) TITLE: POLICE OFFICER APPLICANTS

The council went into closed session at 5:46PM.

ANNOUNCEMENT OF CLOSED SESSION

The council returned from closed session at 6:21PM. A motion was made and seconded to move forward with the hiring of a new Police Officer. All votes were aye. Motion carried. (Motion 23-83)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Velador made a motion to approve paying the bills presented, holding the payment on the new garbage truck until the truck is received. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-84)

APPROVAL OF PAYING THE NEW POSSIBLE POLICE DEPARTMENT EMPLOYEE A WAGE RATE OF \$28.00 PER HOUR EFFECTIVE FOR THE PAY PERIOD ENDING JUNE 3, 2023

Mayor Velador made a motion to approve paying the new possible Police Department Employee a wage rate of \$28.00 per hour effective for the pay period ending June 3, 2023. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-85)

APPROVAL OF QUOTE FROM CITY'S IT CONSULTANT TO HAVE CITY WEBSITE UPGRADED TO ADA COMPLIANCE

City Hall Administrator, Jenny Coelho, commented that the quote for the City's IT Consultant to have the city website upgraded to ADA compliance would be \$3,890.00. She mentioned that the IT Consultant is giving the city a discount because he is training a new employee to upgrade the website. Mayor Velador made a motion to approve the quote from City's IT Consultant to have the city website upgraded to ADA compliance for \$3,890.00. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-86)

DISCUSSION AND POSSIBLE APPROVAL OF WHETHER TO CONTRIBUTE CITY FUNDING TO MALIN FIREWORKS SHOW IN THE PARK FOR THE FOURTH OF JULY CELEBRATION

City Hall Administrator, Jenny Coelho, commented that Malin is hosting the Fourth of July fireworks this year at Malin Park. The cost to put on the event will be \$15,000.00 and the City of Malin is hoping to raise money to help cover the cost. Mayor Velador made a motion to contribute \$2,500.00 to the Malin Fireworks show for this year's Fourth of July celebration. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-87)

APPROVAL OF NEW BUSINESS LICENSE FOR LULU'S MAIN STREET CAFÉ (FORMERLY THE JOLLY KONE) LOCATED AT 223 MAIN STREET

Aissa Martinez explained to the City Council that the new owner of the old Jolly Kone building had applied for a business license to open a new café called Lulu's Main Street Café. City Hall Administrator, Jenny Coelho, interjected and filled Council in on the proposed plans of the new business owner. Mayor Velador made a motion

to approve the new Business License for Lulu's Main Street Café located at 223 Main Street. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 23-88)

APPROVAL OF RESOLUTION 23-06 ESTABLISHING A LIEN AGAINST REAL PROPERTY LOCATED AT 716 FIFTH STREET, TULELAKE, CA

City Administrative Clerk, Heidi Cureton, mentioned that she wanted to wait on the lien because an email was sent earlier that day stating that LIHWAP might send in a payment for the utilities at this property. Mayor Velador made a motion to table this item until the payment is received. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-89)

REVIEW AND POSSIBLE APPROVAL OF AMENDING FINANCE DIRECTOR'S PROFESSIONAL SERVICE AGREEMENT FOR WILL M. SARGENT, CPA

City Hall Administrator, Jenny Coelho, commented that the Finance Director, Will Sargent had not increased his fees in the seven years he has been contracting with the city and was requesting to increase his rate to \$2,500.00 per month for his services. The rest of the Professional Service Agreement would remain the same. Mayor Velador made a motion to approve amending the Professional Service Agreement for Will M. Sargent, CPA., increasing his fee to \$2,500.00 from \$2,150.00. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 23-90)

REVIEW OF 2022 GENERAL PLAN ANNUAL REPORT

City Hall Administrator, Jenny Coelho, presented the 2022 General Plan report to the Council. Mayor Velador made a motion to approve the 2022 General Plan Annual Report. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-91)

APPROVAL TO BEGIN ADVERTISING FOR CITY SURPLUS SALE TO BE HELD ON JUNE 06, 2023

Chief of Police, Tom Hoy, mentioned he has two cars for sale with the starting bid of \$2,000.00. Director of Public Works, Jose Perez, also mentioned that he has a pickup for sale with the starting bid of \$500.00. They would like to advertise these vehicles around the city and on the city website and have a bid opening for the surplus sale at the June 6th City Council Meeting. Discussion only, no action taken.

DEPARTMENT HEAD UPDATES:

Chief of Police: Tom Hoy commented that he is in the process of cleaning up the Police Department. He's also making progress on the hiring of his new Police Officers. He stated he will be getting Officer Brant Mauk up here to start work as soon as he can.


City Hall Administrator: Jenny Coelho commented that the city will be receiving the Rental Housing Grant for almost \$300,000.00. She is also meeting with the City Engineer to do scope of work and budget for the beautification project down Main Street. The grant was extended until next week and the city can get up to 5 million dollars so she will be applying for it. She also mentioned that the AOS Bike Ride is this weekend, and they are planning on having over 200 riders. She commented that Siskiyou County will have scrap art in Veterans Park from 11:00am to 2:00pm for people of all ages. She stated that the Fairgrounds will be having a golf tournament at Indian Camp on June 1st and that Rotary will be having one on August 2nd.

Director of Public Works: Jose Perez commented that Rocky Mountain will be working on the intersection on Main Street. He mentioned that he will be bringing it to the next Council Meeting so they can get it done in mid-August. He stated that June 1st, the city was going to start the odd and even watering days.

Finance Director: Will Sargent mentioned that Whitney Cantrell came into the office today and she would be coming in every Wednesday helping as needed so he wouldn't be around as much. He also stated he is working on the end of the fiscal year and is hoping to have budgets ready by June.

ADJOURNMENT

Mayor Velador made a motion to adjourn the meeting at 7:18pm. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-92)



Paulette Velador, Mayor

Attest:



Aissa Martinez, City Clerk