

MINUTES
Regular Meeting
TULELAKE CITY COUNCIL
July 18, 2023 - 5:30 PM

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

APPROVAL OF THE JULY 11, 2023, SPECIAL MEETING MINUTES

Mayor Velador made a motion to approve the July 11, 2023, special meeting minutes. Council Member Pena Larsen seconded the motion. All votes were aye. Motion carried. (Motion 23-122)

APPROVAL OF THE PAYMENT OF BILLS

Mayor Pro Tem Cordonier made a motion to approve paying the bills presented. Mayor Velador seconded the motion. All votes were aye. Motion carried. (Motion 23-123)

COMMENTS FROM THE PUBLIC

No comments were made.

APPROVAL OF QUOTE FROM STACY AND DENNIS IT FOR UPGRADING CITY WEBSITE

City Hall Administrator, Jenny Coelho, commented that the City website was compromised last week so Stacy and Dennis IT had to have the website redone. Mayor Velador made a motion for the approval of quote, from Stacy and Dennis IT, for upgrading City website. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23-124)

APPROVAL OF FISCAL YEAR 2023-2024 SALARY SCHEDULE

Mayor Velador made a motion for the approval of Fiscal Year 2023-2024 Salary Schedule. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 23- 125)

APPROVAL OF APPOINTMENT AND INSTALLATION OF DEPUTY CITY CLERK

City Clerk, Aissa Martinez, appointed Jazlyn Chavolla as Deputy City Clerk. After, Jazlyn read the Oath for Deputy City Clerk.

REVIEW AND POSSIBLE APPROVAL OF ADKINS ENGINEERING AND SURVEYING DESIGN FOR VETERANS PARK MEMORIAL MONUMENT

City Hall Administrator, Jenny Coelho, explained that the Memorial Monument will be placed alongside the old entrance of Veterans Park. Mayor Velador made a motion for the approval of Adkins Engineering and Surveying design for Veterans Park Memorial Monument. Council Member Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 23-126)

CITY COUNCIL TO APPOINT A NEGOTIATING COMMITTEE FOR LEASE RENEWAL NEGOTIATION WITH NORTHSTATE PACKAGING, INC. FOR PROPERTY LOCATED AT 2 RAY OEHLERICH WAY

Finance Director, Will Sargent and Council Member Bryan Hendricks volunteered to be on the negotiating committee. Mayor Velador made a motion to appoint the Finance Director, Will Sargent and Council Member Bryan Hendricks to be on the negotiating committee for lease renewal negotiation with Northstate Packaging, Inc. for property located at 2 Ray Oehlerich Way. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23- 127)

REVIEW AND APPROVAL OF STATEMENT OF COMPLIANCE AND EXCHANGE AGREEMENT FOR THE SISKIYOU COUNTY LOCAL TRANSPORTATION COMMISSION, REGIONAL SURFACE TRANSPORTATION PROGRAM FOR THE AWARD OF AMOUNT OF \$157,954.00

Mayor Velador made a motion for the approval of Statement of Compliance and Exchange Agreement from the Siskiyou County Local Transportation Commission, Regional Surface Transportation Program for the award of amount of \$157,954.00. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23- 128)

CLOSED SESSION: SIX (6) MONTH PERFORMANCE REVIEW OF CHIEF OF POLICE 54597(B)(1)

Council went into closed session at 6:18PM.

ANNOUNCEMENT OF CLOSED SESSION

Council returned from closed session at 6:50PM. A motion was made and seconded to increase the pay for the Chief of Police to \$36 an hour in this the current payroll period. All votes were aye. Motion carried. (Motion 23- 129)

CLOSED SESSION: POSSIBLE REAL ESTATE NEGOTIATIONS REGARDING APN'S 050-021-100-000 AND 050-021-110-000 DESCRIBED AS BLOCK 3, LOTS 11-16 AND PORTION OF LOT 17 ACCORDING TO PAGE 02 OF THE OFFICIAL MAP BOOK OF THE CITY OF TULELAKE

Council went into closed session at 6:52PM.

ANNOUNCEMENT OF CLOSED SESSION

Council returned from closed session at 7:11PM. A motion was made and seconded to accept amended proposal pending attorney approval. All votes were aye. Motion carried. (Motion 23-130)

DEPARTMENT HEAD UPDATES

Chief of Police: Tom Hoy stated he has two full time Police Officers.

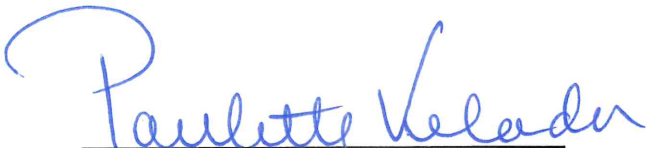
City Hall Administrator: Jenny Coelho commented that Jazlyn is learning fast in the office. They are having two interviews tomorrow for part time temp. She also commented that there will be a SCORE meeting on August 15th. She stated that the City will be hosting the next LOLA meeting on October 11th.

Director of Public Works: Jose Perez commented that they are staying busy with the parks in the City.

Finance Director: Absent.

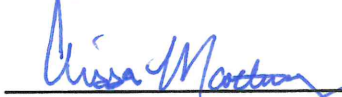
ADJOURNMENT

Mayor Velador made a motion to adjourn the meeting at 7:30PM. Mayor Pro Tem Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 23- 131)



Paulette Velador, Mayor

Attest:



Aissa Martinez, City Clerk