



**CITY OF ARCATA  
CITY COUNCIL MEETING  
MINUTES**

**March 5, 2025, 6:00 p.m.  
Council Chamber  
736 F Street, Arcata**

Present: Mayor Stillman, Vice Mayor White (via teleconference),  
Councilmember Atkins-Salazar (via teleconference), Councilmember  
Matthews, Councilmember Schaefer

Staff Present: City Manager Perry , City Engineer Khatri, Director of Environmental  
Services Sinkhorn, Finance Director Miller, IT and Digital Media  
Specialist Carrillo, City Clerk Varley

**A regular meeting of the City Council of the City of Arcata was held on the above date at  
6:00 p.m. as a hybrid meeting, via teleconference utilizing Zoom Video Communications  
and in person, with Mayor Stillman presiding. Notice of this meeting was posted on  
February 28, 2025.**

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**1. LAND ACKNOWLEDGMENT**

Mayor Stillman read a statement acknowledging that Arcata sat on ancestral Wiyot land.

**2. FLAG SALUTE**

Mayor Stillman led the Pledge of Allegiance.

**3. ROLL CALL**

On inquiry by Mayor Stillman, Councilmember Atkins-Salazar confirmed that she was attending the meeting via teleconference due to traveling to Sacramento for City business and stated that there was no one else in the room with her.

On inquiry by Mayor Stillman, Vice Mayor White confirmed that she was attending the meeting via teleconference due to illness and stated that there was no one else in the room with her.

City Clerk Varley proceeded to call roll; all Councilmembers were present.

**4. AGENDA MODIFICATION**

**ON MOTION BY MATTHEWS, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL AGREED TO MOVE [THE] ITEM UNDER NEW BUSINESS: CONSIDER THE SPONSORSHIP OF KINETIC UNIVERSE'S KINETIC GRAND CHAMPIONSHIP RACE PLANNED ON THE ARCATA PLAZA ON MAY 24, '25, UP AND DO THE CONSENT CALENDAR AFTERWARDS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**5. CEREMONIAL MATTERS**

**a. Proclamation Recognizing March 8, 2025, as International Women's Day.**

Councilmember Matthews read the proclamation and presented it to Carolyn Goldammer with the International Women's League for Peace and Freedom.

**b. Proclamation in Recognition of Girl Scout Week, March 9–15, 2025.**

Councilmember Schaefer read the proclamation and presented it to Cheryl Kingham from the Redwood Girl Scouts, along with members of the Redwood Service Unit.

**c. Proclamation in Recognition of March for Meals Month, March 2025.**

Councilmember Matthews read the proclamation.

**6. STAFF REPORTS**

City Manager Perry presented.

**7. ORAL AND WRITTEN COMMUNICATIONS [EARLY - TIME LIMITED]**

Mayor Stillman invited public comment.

**Public Comment:** Joanne McGarry, Pat Kanzler, and Shawn Leon.

Mayor Stillman closed the oral and written communications [early-time limited] period.

**8. NEW BUSINESS [AGENDA MODIFICATION]**

**a. Consider Sponsorship of Kinetic Universe's Kinetic Grand Championship Race Planned on the Arcata Plaza on May 24, 2025.**

City Manager Perry explained that the City had received a request letter to support the Kinetic Grand Championship Race. He shared the history and the public benefit of the race. He detailed that the Kinetic Universe had been struggling financially recently and that they were requesting support equivalent to the amount of City fees, which would be approximately \$1,300.

Nick Harris, an organizer for the race, addressed the Council explaining the financial strain in recent years.

The Council deliberated and agreed by general consensus that the race should be supported.

**WHITE MOVED AND SCHAEFER SECONDED TO APPROVE A SPONSORSHIP FOR THE KINETIC UNIVERSE'S KINETIC GRAND CHAMPIONSHIP RACE IN AN AMOUNT EQUIVALENT TO THE PLAZA EVENT FEES OF \$1,300 FOR THE SCULPTURE RACE TO BE HELD ON THE ARCATA PLAZA ON MAY 24, 2025.**

Mayor Stillman invited public comment.

There being none, Mayor Stillman closed the public comment period.

**THE MOTION PASSED ON A UNANIMOUS ROLL CALL VOTE. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**9. CONSENT CALENDAR**

Mayor Stillman invited public comment.

There being none, Mayor stillman closed the public comment period.

**ON MOTION BY MATTHEWS, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL ADOPTED THE CONSENT CALENDAR [FOR MARCH 5, 2025, AS PRESENTED, ITEMS A-J]. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

- a. **Approval to Waive Reading of the Text and Consent to Read by Title Only for any Ordinance on this Agenda.**
- b. **Approve the Minutes of the City Council Special Meeting of February 12, 2025.**
- c. **Approve the Minutes of the City Council Meeting of February 19, 2025.**
- d. **Bi-Weekly Report on Disbursements.**
- e. **Adopt Resolution No. 245-37 Directing the Transactions and Use Tax Oversight Committee to Provide Fiscal Accountability for Measure H.**
- f. **Amend the Contract for the 2024 Timber Harvest (Logging & Log Hauling) with Ford Logging, Inc. (dba Pacific Earthscape) in the Amount of \$16,607.86; and Authorize the City Manager to Execute all Applicable Documents.**
- g. **Adopt Resolution No. 245-36 Incorporating a List of Projects for Fiscal Year 2025-2026 to be Funded by Senate Bill 1 (SB 1): The Road Repair and Accountability Act.**
- h. **Adopt Resolution No. 245-30 Amending Class and Pay for OE3 Represented Employees to Include the Discontinuance of the Transit Operations Assistant and Transit Bus Driver Classifications and Authorize the Deletion of One Filled Full-Time Position.**

- i. **Approve a Letter of Support for Assembly Bill 263 Regarding Emergency Regulations to Remain in Effect for Scott and Shasta River Instream Flows; and Authorize the Mayor to Execute All Applicable Documents.**
- j. **Request the Annual Engineer's Report and Preparation of Notices to Declare the City's Intention to Continue to Levy and Collect from Existing Assessment Districts to Include Mad River Parkway Business Center, Windsong Subdivision, and Janes Creek Meadow.**

**10. OLD BUSINESS**

- a. **Consider Adopting Resolution No. 245-35, A Resolution of the City Council of the City of Arcata Accepting the Mid-Year Budget Review and Approving Budget Revisions for Fiscal Year 2024-25.**

Finance Director Miller provided a mid-year budget overview with a summary of adjustments for approval during the meeting. She explained that the mid-year budget was 7.6% more than the previous year due to a few different reasons regarding personnel. She noted that reserves would still meet requirements with the proposed adjustments and went on to review the fund balance history and outline next steps for the upcoming fiscal year.

Finance Director Miller and City Manager Perry responded to comments and inquiries from the Council.

Mayor Stillman invited public.

There being none, Mayor Stillman closed the public comment period.

**ON MOTION BY MATTHEWS, SECONDED BY SCHEFER, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL ADOPTED RESOLUTION NO. 245-35, ACCEPTING THE PROPOSED MID-YEAR BUDGET REVISIONS FOR FISCAL YEAR 2024-25. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

- b. **Approve a Contract in the Amount of \$125,375 to Bartle Wells Associates for Water and Wastewater Rates and Capacity Charge Studies and an Indirect Cost Allocation Plan.**

Finance Director Miller provided an overview of what Bartle Wells would do as part of the proposed study, touching on conducting comparisons with other agencies and evaluating the equity of rates. She detailed that they would come back and present results to both the public and the Council which would include noticing and a public hearing process.

Finance Director Miller responded to comments and inquiries from the Council.

Mayor Stillman invited public comment.

There being none, Mayor Stillman closed the public comment period.

**ON MOTION BY SCHAEFER, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS ROLL CALL VOTE, THE COUNCIL APPROVED A CONTRACT IN THE AMOUNT OF \$125,375 TO BARTLE WELLS ASSOCIATES FOR WATER AND WASTEWATER RATES AND CAPACITY CHARGE STUDIES AND AN INDIRECT COST ALLOCATION PLAN; AND AUTHORIZED THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.**

**11. NEW BUSINESS**

- a. Consider Sponsorship of Kinetic Universe’s Kinetic Grand Championship Race Planned on the Arcata Plaza on May 24, 2025.**

This item was moved to just before the Consent Calendar due to an agenda modification made by the Council at the beginning of the meeting.

**12. ORAL AND WRITTEN COMMUNICATIONS [CONTINUED]**

Mayor Stillman invited public comment.

**Public Comment:** Tricia Murphy, and Shannon Townsend.

Mayor Stillman closed the oral and written communications [continued] period.

**13. COUNCIL REPORTS**

**Presenters:** White, Atkins-Salazar, Schaefer, Matthews, and Stillman.

**14. ADJOURNMENT**

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

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Rhea Varley

City Clerk