



**CITY OF ARCATA
CITY COUNCIL MEETING
MINUTES**

**May 7, 2025, 6:00 p.m.
Council Chamber
736 F Street, Arcata**

Present: Mayor Stillman, Vice Mayor White, Councilmember Atkins-Salazar, Councilmember Matthews, Councilmember Schaefer

Staff Present: City Manager Perry, Assistant City Manager Miller, Deputy City Attorney Goldstein (via teleconference), City Engineer Khatri, Director of Community Development Loya, Director of Environmental Services Sinkhorn, Senior Project Manager Kadlecik, 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 May 2, 2025.

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. CEREMONIAL MATTERS

a. Proclamation Recognizing May 2025 as National Historic Preservation Month.

Councilmember Schaefer read the proclamation and presented it to Dr. Jeanette Cooper, a member of the City's Historic Landmarks Committee.

b. Proclamation in Honor of Older Americans Month, May 2025.

Councilmember Atkins-Salazar read the proclamation and presented it to Executive Director Maggie Kraft with the Area 1 Agency on Aging.

4. STAFF REPORTS

a. Receive a Presentation from Cal Poly Humboldt Student Interns Regarding the Economic Strategic Plan.

Director of Community Development Loya introduced Cal Poly Humboldt students Anahi, Melanie, and Midalia, who had been working on precursors to the report that would be submitted to the City's consultants for the Economic Strategic Plan. They gave a presentation touching on opportunities including healthcare diversification, food sovereignty, marketing, and business support.

b. Receive an Update Regarding the Local Road Safety Plan and Streets Project from City Engineer Netra Khatri.

City Engineer Khatri provided an update regarding the City's Local Road Safety Plan (LRSP). He presented street project updates including several projects that had recently been completed or were still in progress.

c. Receive an Update Regarding the Construction of Phase 1 of the Wastewater Treatment Project from City Engineer Netra Khatri.

City Engineer Khatri and Senior Project Manager Kadlecik provided an update regarding the construction of phase one of the Wastewater Treatment Facilities Improvements Project.

Project Manager Kadlecik explained that the project was eighty-two percent complete and reviewed the work that had been completed to date. She shared that the project closeout was projected for January to June in 2026.

d. Other Staff Reports.

No further staff reports were received.

5. ORAL AND WRITTEN COMMUNICATIONS [EARLY - TIME LIMITED]

Mayor Stillman invited public comment.

Public Comment: Tricia Murphy (who provided a printed photo to the Council), an unidentified member of the audience, Richard Soderberg, Dave Meserve, Shawn Leon, Gregory Daggett, and an unidentified member of the audience.

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

6. CONSENT CALENDAR

Vice Mayor White removed item I from the Consent Calendar for further discussion.

ATKINS-SALAZAR MOVED AND SCHAEFER SECONDED TO ADOPT ITEMS A THROUGH L ON THE CONSENT CALENDAR WITH THE EXCEPTION OF [ITEM] I.

Mayor Stillman invited public comment.

Public Comment: Joanne McGarry addressed the Council regarding Item K.

Mayor Stillman closed the public comment period.

THE MOTION PASSED ON A UNANIMOUS VOICE VOTE. 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 April 9, 2025.**
- c. Approve the Minutes of the City Council Special Meeting of April 16, 2025.**
- d. Approve the Minutes of the City Council Meeting of April 16, 2025.**
- e. Bi-Weekly Report on Disbursements.**
- f. Approve an Amendment to the Contract for Phase 1 of the Arcata Wastewater Treatment Facilities Upgrade Project with Carollo Engineers, Inc. in the Amount of \$434,843; and Authorize the City Manager to Execute all Applicable Documents.**
- g. Approve Plans and Award Contract for Former Little Lake Industries Mill Cleanup Project to Innovative Construction Solutions in the Amount of \$406,514; and Approve Necessary and Associated Related Actions.**
- h. Adopt Resolution No. 245-43 to Amend Management and Confidential Supplemental Compensation and Benefits.**
- j. Ratify Employment Agreement with David Loya for Director of Community Development for the Term of April 30, 2025, through April 29, 2028.**
- k. Authorize the City Manager to Execute a Six-Month Lease of the Transit Building Office, Conference Room, and Shared Space to Occupational Medicine Specialist Doctor Eileen Moy.**
- l. Approve an Agreement with the County of Humboldt for Animal Shelter Services with a Term of Four (4) Years, and a Rate for Services for Fiscal Year 2025/26 in the Amount of \$168,260; and Authorize the Mayor and City Manager to Execute the Agreement.**
- i. Approve Signing on to a Digital Letter of Community Support Calling for the Right to Sanctuary and Safety for Migrants, Both Documented and Undocumented, in Humboldt County; and Authorize the Vice Mayor to Execute All Applicable Documents.**

Vice Mayor White shared her support for the letter.

ON MOTION BY WHITE, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED [ITEM] I. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

Mayor Stillman invited public comment.

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

7. NEW BUSINESS

a. Provide Policy Guidance on the Short-Stay Vacation Rental Program.

Director of Community Development Loya gave a presentation on the Short-Stay Vacation Rental (SSVR) Program. He reviewed exemptions and the current status of non-exempt and exempt permits. He explained that there were folks who were operating without a SSVR permit but paying the Transient Occupancy Tax (TOT). He touched on the unknown amount of people operating without the City's knowledge and noted that there was software that could help identify those who were out of compliance.

He presented policy questions including:

- Should the limit be modified?
- Are the exemptions still relevant?
- Should the City opt in the 20 people operating with TOT?
- Should the City pursue software to pursue the illegal short-stay vacation rentals?

Director Loya responded to inquiries and comments from the Council.

BY GENERAL CONSENSSES, THE COUNCIL DIRECTED STAFF TO KEEP THE EXISTING LIMIT, KEEP THE EXEMPTIONS THAT THE CITY HAD, ALLOW THE 20 PEOPLE OPERATING WITH TOT INTO THE PERMIT PROGRAM, AND TO CONSIDER THE SOFTWARE.

Mayor Stillman invited public comment.

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

8. ORAL AND WRITTEN COMMUNICATIONS [CONTINUED]

Mayor Stillman invited public comment.

Public Comment: Gerardo Hernandez, Rainer Shea, Eco Moran, Joanne McGarry, Roman Fierro (who provided three news article handouts to the Council), Amy, Ellen P., and an unidentified member of the audience.

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

9. COUNCIL REPORTS

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

10. DATES OF FUTURE MEETINGS AND FUTURE AGENDA ITEMS

a. Confirm a Fiscal Year 2025/2026 Budget Study Session for May 8, 2025, at 3:30 p.m. in the Council Chamber.

BY GENERAL CONSENSUS, THE COUNCIL CONFIRMED A FISCAL YEAR 2025/2026 BUDGET STUDY SESSION FOR MAY 8, 2025, AT 3:30 P.M. IN THE COUNCIL CHAMBER.

- b. Confirm a Fiscal Year 2025/2026 Budget Study Session for May 14, 2025, at 3:30 p.m. in the Council Chamber.**

BY GENERAL CONSENSUS, THE COUNCIL CONFIRMED A FISCAL YEAR 2025/2026 BUDGET STUDY SESSION FOR MAY 14, 2025, AT 3:30 P.M. IN THE COUNCIL CHAMBER.

11. ADJOURNMENT

The meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Rhea Varley

City Clerk