



**CITY OF ARCATA
CITY COUNCIL MEETING
MINUTES**

**July 16, 2025, 6:00 p.m.
Council Chamber
736 F Street, Arcata**

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

Absent: Councilmember Matthews

Staff Present: City Manager Perry, Assistant City Manager Miller, Deputy City
Attorney Goldstein (via teleconference), City Engineer Khatri, Director
of Community Development Loya, Deputy Director of Environmental
Services—Community Services Benvie, City Clerk Varley, IT and
Digital Media Specialist Carrillo

A regular meeting of the City Council of the City of Arcata was held on the above date at 6:02 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 July 11, 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. STAFF REPORTS

- a. Receive a Report from Assistant City Manager Tabatha Miller Regarding a Possible Transient Occupancy Tax (TOT) Revenue Sharing Program.**

This item was moved and taken after Staff Reports- Item b. Other Staff Reports.

Assistant City Manager Miller presented regarding the possibility of a Transient Occupancy Tax (TOT) revenue sharing program.

- b. Other Staff Reports.**

This item was moved and taken before Staff Reports- Item a. Receive a Report from Assistant City Manager Tabatha Miller Regarding a Possible Transient Occupancy Tax (TOT) Revenue Sharing Program.

Presenters: Perry.

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

Mayor Stillman invited public comment.

Public comment: Abraham, Pat, Aaron McKenna, Gracie, Susan Parsons, Santiago Espinosa, Ellen P., and Alice.

At 6:35 p.m., Mayor Stillman announced that the Council did have a closed session and that there was nothing to report out.

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

5. CONSENT CALENDAR

Councilmember Schaefer removed Item C from the Consent Calendar for further discussion.

Mayor Stillman invited public comment.

Public Comment: Joanne McGarry—Items I and J, Gregory Daggett—Item J, and an unidentified member of the audience—Item G.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY ATKINS-SALAZAR, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL ADOPTED THE CONSENT CALENDAR, ALL ITEMS MINUS [ITEM] C. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, SCHAEFER. NOES: NONE. ABSENT: MATTHEWS. 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 June 18, 2025.**
- d. **Approve the Minutes of the City Council Special Meeting of June 30, 2025.**
- e. **Approve the Minutes of the City Council Special Meeting Study Session of June 30, 2025.**
- f. **Bi-Weekly Report on Disbursements.**
- g. **Adopt Ordinance No. 1580, An Ordinance of the City Council of the City of Arcata, Adding Section 3200 to Designate Fire Hazard Severity Zones to Chapter 1, Fire Prevention and Fire Protection, Of Title III, Public Safety, of the Arcata Municipal Code.**

- h. Accept a Donation of \$5,000 from the Friends of the Arcata Marsh for the Marsh Groundskeeper/Forest Technician Position.**
- i. Approve the Project Plans and Award a Construction Contract for the Arcata Community Center Roofing and Solar Project to Michael A. Roberts Construction in the Amount of \$554,528.02; and Approve Necessary and Associated Related Actions.**
- j. Award a Contract in the Amount of \$89,246 to Cal Poly Humboldt Sponsored Programs Foundation for Academic/Engineering Services at the Arcata Wastewater Treatment Facility; and Authorize the City Manager to Add Contingency to and Execute the Contract.**
- k. Adopt Resolution No. 256-01 Approving the Fiscal Year 2025/2026 Annual Report on Stormwater Drainage Maintenance Fee for All Non-Tax-Exempt Parcels and Directing That Said Fee be Collected Through the Property Tax Rolls for Fiscal Year 2025/2026.**
- l. Adopt Resolution No. 245-48 to Amend Management and Confidential Class and Pay; and Adopt Resolution No. 245-49 to Amend Management and Confidential Supplemental Compensation and Benefits.**
- m. Adopt the Fiscal Year 2025/2026 Legislative Platform.**
- c. Approve the Minutes of the City Council Meeting of June 18, 2025.**

City Manager Perry detailed that the City received a letter from Jason Holder requesting the addition of detailed comments to the minutes. He noted that while it may not be appropriate to add more detail to the minutes, there was one correction that the City Clerk had identified.

On inquiry by City Manager Perry, Councilmember Atkins-Salazar confirmed that she had recused due to a potential for conflict and clarified that she did not say that her husband would have involvement in the project but that she did say that her husband would be employed by Danco.

Councilmember Schaefer requested to make the change regarding the language around Councilmember Atkins-Salazar's recusal.

SCHAEFER MOVED AND ATKINS-SALAZAR SECONDED TO APPROVE ITEM C WITH THE AMENDED CHANGE.

Mayor Stillman invited public comment.

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

THE MOTION PASSED ON A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, SCHAEFER. NOES: NONE. ABSENT: MATTHEWS. ABSTENTIONS: NONE.

6. NEW BUSINESS

a. Consider Approval of an Agreement with Humboldt Made to Host the Arcata Friday Night Market in September 2025.

Assistant City Manager Miller introduced Executive Director of Humboldt Made, Rosa Dixon, and presented regarding the proposal for a Friday Night Market in Arcata.

Executive Director Dixon responded to inquiries and comments from the Council.

Mayor Stillman invited public comment.

Public Comment: Joanne McGarry, an unidentified member of the audience, an unidentified member of audience, and Lev Golod.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY ATKINS-SALAZAR, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL APPROVED THE AGREEMENT AND PARTNERSHIP WITH HUMBOLDT MADE TO HOST THE FRIDAY NIGHT MARKETS ON SEPTEMBER 5, 12, AND 26, IN ARCATA ON THE PLAZA; AND AUTHORIZED THE CITY MANAGER TO ALSO EXECUTE ALL APPLICABLE DOCUMENTS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, SCHAEFER. NOES: NONE. ABSENT: MATTHEWS. ABSTENTIONS: NONE.

b. Initiate Adoption of the Comprehensive Update to the City's Local Coastal Program - Statutorily Exempt from the California Environmental Quality Act (CEQA Guidelines Sec. 15265).

Director of Community Development Loya explained that comments were received from the Coastal Commission's staff with some changes they would like to see that could not be adopted through conditions of approval of their certification. He asked the Council to continue the item to October 15.

Mayor Stillman opened the public hearing.

Public Comment: Gregory Daggett and George Green posed questions regarding the comprehensive update process.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY ATKINS-SALAZAR, AND WITH A FOUR-TO-ZERO VOICE VOTE WITH ONE ABSENCE, THE COUNCIL CONTINUED THE [PUBLIC] HEARING TO OCTOBER 15, 2025, AT THE 6:00 P.M. REGULAR MEETING IN THE COUNCIL CHAMBER. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, SCHAEFER. NOES: NONE. ABSENT: MATTHEWS. ABSTENTIONS: NONE.

- c. **Consider Adopting Resolution No. 256-03 to Authorize Establishing a Public Agency Retirement Services (PARS) 115 Trust to Prefund City Pension Obligations.**

UPON REQUEST BY CITY MANAGER PERRY, AND BY GENERAL CONSENSUS, THE COUNCIL DID NOT CONSIDER THIS ITEM.

There was no discussion regarding this item; no Council action was taken.

7. ORAL AND WRITTEN COMMUNICATIONS [CONTINUED]

Mayor Stillman invited public comment.

Public Comment: Brice Barker, Ella, Jody, Joanne McGarry, Sinai Krigel-Armstrong, Sudhara M., an unidentified member of the audience, Jasmine Guerra, an unidentified member of the audience, an unidentified member of the audience, Lev Golod, Amy Gaskill, Amy Scott, an unidentified member of audience, an unidentified member of the audience, Ryfry, Lucas Ameduri, Andrew, Cate, Tamar Krigel, and Sarah May.

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

8. COUNCIL REPORTS

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

Mayor Stillman left the Chamber at 8:25 p.m. and returned at 8:27 p.m.

9. DATES OF FUTURE MEETINGS AND FUTURE AGENDA ITEMS

- a. **Confirm a Joint Study Session with the Board of Directors for the Arcata Fire District for July 30, 2025, at 3:30 p.m. in the Council Chamber.**

BY GENERAL CONSENSUS THE COUNCIL CONFIRMED A JOINT STUDY SESSION WITH THE BOARD OF DIRECTORS FOR THE ARCATA FIRE DISTRICT FOR JULY 30, 2025, AT 3:30 P.M. IN THE COUNCIL CHAMBER.

10. ADJOURNMENT

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Rhea Varley

City Clerk