



**CITY OF ARCATA
CITY COUNCIL MEETING
MINUTES**

**November 5, 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 Environmental Services Sinkhorn, Director of Community Development Loya, IT and Digital Media Specialist Carrillo, City Clerk Varley, Executive Assistant/Deputy City Clerk Redfern

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 October 31, 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.

Closed Session Reports: Prior to Roll Call, City Manager Perry reported that the City had settled Claim No. 1 with GRS Construction for the Old Arcata Road Project for the amount of \$84,207.72, including the release of the monies that were owed to them for the regular work on the construction contract.

Mayor Stillman stated that there was nothing to report out from the other closed session item on the agenda.

3. ROLL CALL

All councilmembers present.

4. CEREMONIAL MATTERS

a. Proclamation Recognizing November 2–9, 2025 as California Retired Teacher's Week.

Councilmember Schaefer read the proclamation and presented it to Abigail Proulx with the California Retired Teacher's Association.

b. Proclamation Recognizing November 2025 as Indigenous Heritage Month.

Councilmember Atkins-Salazar read the proclamation.

c. Proclamation Recognizing November 2025 as National Hospice & Palliative Care Month.

Councilmember Matthews read the proclamation and presented it to Laurel Middlemiss, Board Member of Hospice of Humboldt.

5. REPORT BY COMMISSION/COMMITTEE

None.

6. AGENDA MODIFICATION

Assistant City Manager Miller requested that Old Business, Item b. be removed from the agenda.

ON MOTION BY MATTHEWS, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL REMOVED ITEM B FROM OLD BUSINESS—ADOPT RESOLUTION NO. 256-18 AUTHORIZING STAFF TO INITIATE THE PROPOSITION 218 PROCESS FOR ADJUSTMENTS TO THE CITY OF ARCATA'S WATER AND WASTEWATER RATES. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

7. STAFF REPORTS

a. Receive an Update from City Manager Merritt Perry Regarding the Results of the First FlashVote Survey for the City of Arcata.

City Manager Perry and Kevin Lyons with Flashvote provided a presentation regarding the results of the first FlashVote survey for the City of Arcata.

b. Other Staff Reports.

Presenters: Perry.

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

Mayor Stillman invited public comment.

Public Comment: Scott Davies, Melanie Bettenhausen, Margarete Draper, Kim Jedkins, Shawn Leon, Pat Kanzler, Mike, an unidentified member of the audience, and Jude Power.

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

9. N/A

None.

10. **CONSENT CALENDAR**

Mayor Stillman opened the public comment period.

Public Comment: Joanne McGarry.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY WHITE, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED THE CONSENT CALENDAR [FOR NOVEMBER 5, 2025, AS PRESENTED, ITEMS A THROUGH H]. 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 October 15, 2025.**
- c. **Approve the Minutes of the City Council Meeting of October 15, 2025.**
- d. **Bi-Weekly Report on Disbursements.**
- e. **Adopt Resolution 256-13 Amending the Class and Pay Resolution – Compensation and Benefits for Hourly Rated Part-time, Temporary, and Seasonal Personnel; and Authorize the City Manager to Execute All Applicable Documents.**
- f. **Approve the Purchase of Five 2026 Hybrid Ford Mavericks for the City Fleet and Award a Contract to Harper Motors in the Amount of \$185,240.30, Including Tax; and Authorize the City Manager to Execute All Applicable Documents.**
- g. **Approve the Appointment of Rehired Senior Planner, Delo Freitas, at Salary Range M152, Step 6.**
- h. **Approve the Purchase of Four Used Ford Police Interceptor Utility Vehicles from the Bear River Rancheria for a total of \$180,000; Authorize an Additional \$20,000 for Associated Set Up Costs; and Approve Necessary and Associated Related Actions.**

11. **OLD BUSINESS**

- a. **Adopt Resolution No. 256-16 and Resolution No. 256-17 Declaring the Intent of the City to be Reimbursed for Certain Water and Wastewater System Capital Expenses from the Proceeds of Indebtedness.**

Assistant City Manager Miller presented to the Council regarding the logistics of the proposed reimbursement resolutions.

City Engineer Khatri presented to the Council regarding the City's water and wastewater capital improvement projects.

Mayor Stillman invited public comment.

Public Comment: Gregory Daggett.

Mayor Stillman closed the public comment period.

Director Khatri responded to inquiries and comments from the Council.

ON MOTION BY ATKINS-SALAZAR, SECONDED BY SCHAEFER, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL ADOPTED RESOLUTION NO. 256-16 DECLARING THE INTENT OF THE CITY OF ARCATA TO BE REIMBURSED FOR CERTAIN WATER SYSTEM CAPITAL EXPENSES FROM THE PROCEEDS OF INDEBTEDNESS; AND ADOPTED RESOLUTION NO. 256-17 DECLARING THE INTENT OF THE CITY OF ARCATA TO BE REIMBURSED FOR CERTAIN WASTEWATER SYSTEM CAPITAL EXPENSES FROM THE PROCEEDS OF INDEBTEDNESS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

- b. Adopt Resolution No. 256-18 Authorizing Staff to Initiate the Proposition 218 Process for Adjustments to the City of Arcata's Water and Wastewater Rates.**

OLD BUSINESS, ITEM B—Adopt Resolution No. 256-18 Authorizing Staff to Initiate the Proposition 218 Process for Adjustments to the City of Arcata's Water and Wastewater Rates was removed from the agenda.

No Council action was taken regarding this item.

12. NEW BUSINESS

- a. Approve Use of up to \$371,717 of Opioid Settlement Funds to Serve Unsheltered and Substance Use Disorder (SUD) Impacted Individuals by Providing Temporary Shelter and Wrap Around Services.**

Assistant City Manager Miller provided a staff report regarding the City's share of California Statewide Opioid Settlements and proposed uses for the funds.

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

Caroline Griffith and Gabrielle Bacchus with Playhouse Arts presented and responded to inquiries from the Council regarding the OurSpace program and the OurSpaceMobile proposal.

Darlene Spoor, Executive Director of Arcata House Partnership, provided a presentation and responded to inquiries from the Council regarding Arcata House Partnership and the proposed temporary emergency use shelter.

Mayor Stillman invited public comment.

Public Comment: Gregory Daggett, Shawn Leon, Joanne McGarry, an unidentified member of the audience, Nile, Pat Kanzler, an unidentified member of the audience, an unidentified member of the audience, Heidi Kurtis, Amy Scott, an unidentified member of the audience, Emma Dendler, and Shannon Townsend-Bettis.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL APPROVED THE USE OF \$217,048 OF OPIOID SETTLEMENT FUNDS TO SERVE UNSHELTERED AND SUBSTANCE USE DISORDER IMPACTED INDIVIDUALS BY PROVIDING EMERGENCY SHELTER AND WRAP AROUND SERVICES THROUGH ARCATA HOUSE PARTNERSHIP; AND APPROVED THE USE OF \$154,669 OF OPIOID SETTLEMENT FUNDS BY PROVIDING DAYTIME SHELTER, RELIEF, AND SUPPORTIVE COMMUNITY SERVICES FOR THE CLUBHOUSE MODEL FOR OURSPACE, A PROGRAM OF PLAYHOUSE ARTS; AND AUTHORIZED THE CITY MANAGER TO EXECUTE ALL APPLICABLE DOCUMENTS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

RECESS: The Council recessed from 8:24 p.m. to 8:30 p.m.

b. Review and Approve Revisions to the City Officials' Protocol Manual.

Deputy City Attorney Goldstein presented regarding seven proposed changes to the City Officials' Protocol Manual.

City Manager Perry and Deputy City Attorney Goldstein responded to inquiries and comments from the Council.

Mayor Stillman invited public comment.

Public Comment: Joanne McGarry, Shawn Leon, an unidentified member of the audience, Rick Toledo, Pat Kanzler, Tricia Murphy, an unidentified member of the audience, Dan Shahin, Rebecca Gomez, Kevin Johnson, Jay Smith, Jade, an unidentified member of the audience, an unidentified member of the audience, Fred Weis, Mario Fernandez, an unidentified member of the audience, Lisa Brown, Amy Scott, Ellen P., and Merissa.

Mayor Stillman closed the public comment period.

ON MOTION BY SCHAEFER, SECONDED BY MATTHEWS, AND WITH A UNANIMOUS VOICE VOTE, THE COUNCIL APPROVED THE PROPOSED AMENDMENTS, MINUS THE AMENDMENT TO SECTION 8.7.1 (PUBLIC COMMENTS DURING THE MEETING) AND AMENDING SECTION 8.9 SECTION VII (ORAL AND WRITTEN

COMMUNICATIONS [EARLY - TIME LIMITED]) AND MOVING FORWARD WITH THE OTHER FIVE THINGS. AYES: STILLMAN, WHITE, ATKINS-SALAZAR, MATTHEWS, SCHAEFER. NOES: NONE. ABSENT: NONE. ABSTENTIONS: NONE.

13. ORAL AND WRITTEN COMMUNICATIONS [CONTINUED]

Mayor Stillman invited public comment.

Public Comment: Joanne McGarry, Tricia Murphy, an unidentified member of the audience, Shannon Townsend-Bettis, and Amy Scott.

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

14. COUNCIL REPORTS

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

15. DATES OF FUTURE MEETINGS AND FUTURE AGENDA ITEMS

None.

16. CLOSED SESSION

None.

17. CLOSED SESSION REPORTS

No additional reports.

18. ADJOURNMENT

The meeting was adjourned at 10:36 p.m.

Respectfully submitted,

Rhea Varley

City Clerk