

# City of Capitola

## City Council Meeting Agenda

### Thursday, January 30, 2025 – 6:00 PM



City Council Chambers  
420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Vacant  
**Vice Mayor:** Joe Clarke  
**Council Members:** Gerry Jensen, Melinda Orbach, Alexander Pedersen

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### Regular Meeting of the Capitola City Council – 6 PM

*All correspondence received prior to 5:00 p.m. on the Wednesday preceding a Council Meeting will be distributed to Councilmembers to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Councilmembers, nor be read by them prior to consideration of an item.*

#### 1. Roll Call and Pledge of Allegiance

Council Members Gerry Jensen, Melinda Orbach, Alexander Pedersen, and Vice Mayor Joe Clarke.

#### 2. Additions and Deletions to the Agenda

#### 3. Additional Materials

*Additional information submitted to the City after distribution of the agenda packet.*

- A. Item 4A - Correspondence Received and Staff Memos Regarding Withdrawal of Two Applicants
- B. Item 8A - Correspondence Received
- C. Item 8B - Staff Memo Regarding Applicant Withdrawal and Correspondence Received

#### 4. City Council Vacancy

*All items listed in "City Council Vacancy" are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each item: 1) Staff explanation; 2) Council questions; 3) Public comment; 4) Council deliberation; 5) Decision.*

- A. Appointment of Successor to Vacant City Council Seat  
Recommended Action: 1) Review applicants to fill the vacancy left on the City Council by former Mayor Yvette Brooks, 2) assess and discuss applicants, and 3) by motion, select and appoint a successor to fill the vacancy.
- B. Oath of Office Ceremony  
Recommended Action: Administer the oath of office and receive comments from newly appointed Council Member.
- C. City Council Reorganization for 2025  
Recommended Action: Nominate and appoint a new Mayor and Vice-Mayor.

#### 5. Oral Communications by Members of the Public

*Oral Communications allows time for members of the Public to address the City Council on any “Consent Item” on tonight’s agenda, or on any topic within the jurisdiction of the City that is not on the “General Government/Public Hearings” section of the Agenda. Members of the public may speak for up to three minutes, unless otherwise specified by the Mayor. Individuals may not speak more than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue. A **maximum of 30 minutes** is set aside for Oral Communications.*

## **6. Staff / City Council Comments**

*Comments are limited to three minutes.*

## **7. Consent Items**

*All items listed as “Consent Items” will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Council votes on the action unless members of the City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government. Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.*

### **A. City Council Meeting Minutes**

Recommended Action: Approve minutes from the regular meeting on January 9, 2025, and the special meeting on January 16, 2025.

### **B. City Check Registers**

Recommended Action: Approve check registers dated December 06, 2024, December 13, 2024, December 20, 2024, January 03, 2025, and January 10, 2025.

### **C. State Division of Boating and Waterways Grant Application for the Cliff Drive Resiliency Project**

Recommended Action: Adopt a resolution authorizing the submittal of an application for the Shoreline Erosion Protection Grant from the State of California Department of Parks and Recreation, Division of Boating and Waterways.

### **D. Park Reservation Permit Review**

Recommended Action: Receive a six-month progress report on Administrative Policy V-21: Park Reservation Permit Use Policy.

### **E. RFP for Climate Action Plan Updates**

Recommended Action: Authorize staff to issue a Request for Proposals (RFP) to seek a consultant to update the City’s Climate Action Plan.

### **F. Affordable Housing Development Loan Amendment**

Recommended Action: Adopt a resolution rescinding Resolution No. 4393 and reauthorizing the City Manager to execute an Amended and Restated \$1,600,000 Loan Agreement with MP Rail Trail Associates, LP to fund development of 52 residential units affordable to low-income households at 1098 38<sup>th</sup> Avenue and allocating \$449,376 of PLHA Funds and \$900,624 of Housing Successor Agency Funds thereto, and amending the FY 2024-25 Budget.

## **8. General Government / Public Hearings**

*All items listed in “General Government / Public Hearings” are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each General Government item: 1) Staff explanation; 2) Council questions; 3) Public comment; 4) Council deliberation; 5) Decision.*

### **A. Short Term Wharf Events**

Recommended Action: Receive report regarding the City events held on the Capitola Wharf during 2024 and provide direction regarding plans for 2025.

**B. City Council Appointments to City Advisory Bodies**

Recommended Action: Appoint members of the public to the City of Capitola’s Art and Cultural Commission, Commission on the Environment, Finance Advisory Committee, and Historical Museum Board; appoint a member of the public as an alternate to the Santa Cruz County Regional Transportation Commission Bicycle Advisory Committee.

**C. CDBG Program Income Funds**

Recommended Action: 1) Conduct a public hearing and receive public comment regarding Program Income and its eligible uses; 2) adopt a resolution allocating \$160,240.62 of Program Income for the Community Center Rehabilitation Project; and 3) adopt a resolution amending the FY 2024-25 budget.

**D. Community Center Renovation Project**

Recommended Action: Staff recommends the City Council: 1) approve the construction contract for the Capitola Community Center Renovation Project with SSB Contracting, Inc. in the amount of \$4,726,000, including selected additive alternates.; 2) authorize the Public Works Department to issue a notice to proceed upon final contract execution; 3) approve Amendment 3 to the Professional Services Agreement with Boone Low Ratliff Architects for design consultant services for the Project in the amount of \$18,320, for a total contract amount of \$579,033; and 4) adopt a resolution adopting the NEPA and CEQA determination and amending the FY 2024-25 Budget.

**E. City Council Representation on Regional Boards & City Advisory Bodies**

Recommended Action: Review appointments of City Council representatives on regional boards and committees and City advisory bodies.

**9. Adjournment** - *The City Council will hold a special meeting on February 4, 2025, at 12:00 PM. The next regularly scheduled City Council meeting is on February 13, 2025, at 6:00 PM.*

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**How to View the Meeting**

**Meetings are open to the public for in-person attendance at the Capitola City Council Chambers located at 420 Capitola Avenue, Capitola, California, 95010.**

**Other ways to Watch:**

Spectrum Cable Television channel 8

City of Capitola, California YouTube Channel

**To Join Zoom Application or Call in to Zoom:**

Meeting

link: <https://us02web.zoom.us/j/83328173113?pwd=aVRwcWN3RU03Zzc2dkNpQzRWVXAydz09>

Or dial one of these phone numbers: **1 (669) 900 6833, 1 (408) 638 0968, 1 (346) 248 7799**

Meeting ID: **833 2817 3113**

Meeting Passcode: **678550**

**How to Provide Comments to the City Council**

Members of the public may provide public comments to the City Council in-person during the meeting. If you are unable to attend in-person, please email your comments to [citycouncil@ci.capitola.ca.us](mailto:citycouncil@ci.capitola.ca.us) and they will be included as a part of the record for the meeting. Please be aware that the City Council will not accept comments via Zoom.

**Notice regarding City Council:** The City Council meets on the 2nd and 4th Thursday of each month at 6:00 p.m. in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

**Agenda and Agenda Packet Materials:** The City Council Agenda and the complete Agenda Packet are available for review on the City’s website and at Capitola City Hall prior to the meeting. Need more information? Contact the City Clerk’s office at 831-475-7300.

**Agenda Materials Distributed after Distribution of the Agenda Packet:** Pursuant to Government Code §54957.5, materials related to an agenda item submitted after distribution of the agenda packet are available for public inspection at the Reception Office at City Hall, 420 Capitola Avenue, Capitola, California, during normal business hours.

**Americans with Disabilities Act:** Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk’s office at least 24 hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

**Si desea asistir a esta reunión pública y necesita ayuda - como un intérprete de lenguaje de señas americano, español u otro equipo especial - favor de llamar al Departamento de la Secretaría de la Ciudad al 831-475-7300 al menos tres días antes para que podamos coordinar dicha asistencia especial o envíe un correo electrónico a [jgautho@ci.capitola.ca.us](mailto:jgautho@ci.capitola.ca.us).**

**Televised Meetings:** City Council meetings are cablecast “Live” on Charter Communications Cable TV Channel 8 and are recorded to be rebroadcasted at 8:00 a.m. on the Wednesday following the meetings and at 1:00 p.m. on Saturday following the first rebroadcast on Community Television of Santa Cruz County (Charter Channel 71 and Comcast Channel 25). Meetings are streamed “Live” on the City’s website by clicking on the Home Page link “Meeting Agendas/Videos.” Archived meetings can be viewed from the website at any time.