

# City of Capitola

## City Council Meeting Minutes

### Thursday, October 23, 2025 – 6:00 PM



City Council Chambers

420 Capitola Avenue, Capitola, CA 95010

**Mayor:** Joe Clarke

**Vice Mayor:** Margaux Morgan

**Council Members:** Gerry Jensen, Melinda Orbach, Susan Westman

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### Closed Session – 5 PM

- i. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code §54957(b))  
City Council's Performance Evaluation of the City Attorney

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

1. **Roll Call and Pledge of Allegiance** – *The meeting was called to order at 6:00 PM. In attendance: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke.*
2. **Additions and Deletions to the Agenda** – *None*
3. **Presentations**
  - A. *Presentation from Lucia Medina Ortiz, the 2025 "Mayor for a Day" Youth Essay Contest Winner*
  - B. *Presentation from Erica Padilla-Chavez, the Director of the Second Harvest Food Bank of Santa Cruz County*
4. **Report on Closed Session** – *The City Council met and discussed one item on the Closed Session agenda. No reportable action was taken.*
5. **Additional Materials**
  - A. *Item 9A – Three emails received after publication of the agenda packet.*
  - B. *Item 9F - One email received after publication of the agenda packet.*
  - C. *Item 9G - Staff memorandum with updated attachment.*
  - D. *Item 9H - One email received after publication of the agenda packet.*
6. **Oral Communications by Members of the Public**
  - *Goran Klepic*
  - *Damon Meyer*
7. **Staff / City Council Comments**
  - *Community and Economic Development Director Herlihy reminded the Council and the public of a survey currently available requesting input on the 41<sup>st</sup> Avenue Corridor Plan; and reminded the public of a special Planning Commission meeting on October 30<sup>th</sup> to discuss the Capitola Mall Zoning Code updates.*

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- *Council Member Westman provided updates from her attendance at a recent Senior Advisory Council meeting; and advised the public to look into the “Fraud Notify” program launched by the Santa Cruz County Recorder’s Office.*
- *Vice Mayor Morgan reminded the public of the annual Halloween Parade happening on October 25<sup>th</sup>.*
- *Council Member Jensen provided updates from his attendance at the “Think Local First” event; provided updates from his attendance at a recent MBARD meeting; provided updates from his attendance at a recent RTC retreat; and commended the recently held “Women on Waves” event.*
- *Council Member Orbach provided updates from her attendance at a recent METRO meeting; requested that a resident application for appointment to a METRO Advisory Committee be shared on the City website or social media accounts; and provided updates from her attendance at a recent Children’s Network Board meeting.*
- *Mayor Clarke reminded the public of the Halloween Parade and commended the recently held “Women on Waves” event.*

## 8. Consent Items

A. City Council Meeting Minutes

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

B. 2025 Holiday Parking

Recommended Action: Authorize the suspension of parking meter and pay station operation to allow free three-hour parking in the Village Parking Meter Zone A (1) from November 27, 2025, through December 25, 2025.

C. Donations Report Fiscal Year 2024-25

Recommended Action: Receive the Annual Donations and Contributions Report.

D. Contract for Arbitration Services

Recommended Action: Adopt a resolution authorizing the City Manager to execute a professional services agreement with Signature Resolution to provide arbitration services for mobile home rent increase petitions pursuant to Capitola Municipal Code Chapter 2.18. **(Resolution No. 4457)**

***Motion to approve the Consent Calendar: Vice Mayor Morgan***

***Second: Council Member Orbach***

***Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke***

## 9. General Government / Public Hearings

A. Grand Avenue Pathway

Recommended Action: Receive a report on the Grand Avenue Pathway and provide direction to staff as needed.

***Public Works Director Kahn presented the staff report. Erik Zinn, Pacific Crest Engineering, provided additional information.***

**Public Comment:**

- ***Paul Estey***
- ***Keith Bloom, representing the Depot Hill Bluff Committee***
- ***Dave Fox***
- ***Connie Welch***

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- **Sue Campbell**
- **Speaker**

***The City Council discussed the importance of the Depot Hill Bluff Path; discussed the merits of proceeding with a phased approach to undertake a topographical and drainage study and design for path relocation, beginning with a \$20,000 budget allocation; and discussed the funding source for the relocation planning efforts. Staff will return to the City Council to amend the FY 2025-26 budget.***

B. Economic Development Presentations and Department Update

Recommended Action: Receive presentations from local business organizations and receive a presentation from the Community and Economic Development Department on current and upcoming economic development initiatives.

***Community and Economic Development Director Herlihy introduced presentations from the Capitola Village and Wharf Business Improvement Area, the Capitola Soquel Chamber of Commerce, and Visit Santa Cruz; then presented the staff report.***

**Public Comment: None**

***The City Council took a recess at 8:24 PM and reconvened at 8:29 PM.***

C. 2021 CDBG Grant Closeout

Recommended Action: Conduct the duly noticed public hearing and receive a report summarizing the accomplishments performed under State CDBG Agreements 21-CDBG-NH-20008, 21-CDBG-NH-20009, and 21-CDBG-NH-20010; solicit citizen input regarding expenditures and accomplishments of the funding received under these contracts; and direct staff to proceed with submitting required documents for closeout to the State.

***Community and Economic Development Director Herlihy introduced Paul Ashby, Adams Ashby Group, who presented the staff report.***

**Public Comment: None**

D. 2025 Community Development Block Grant Program

Recommended Action: Receive staff report, conduct public hearing, and discuss. No action is required.

***Community and Economic Development Director Herlihy introduced Paul Ashby, Adams Ashby Group, who presented the staff report.***

**Public Comment: None**

E. Award of Construction Contracts for the Treasure Cove Playground and Jade Street Park Restroom Renovation Projects

Recommended Action: Adopt a resolution awarding the construction contracts for the Treasure Cove Playground Project to SSB Construction, Inc. in the amount of \$2,446,238, and for the Jade Street Park Restroom Renovation Project to CWS Construction Group, Inc. in the amount of \$484,000, authorizing the City Manager to execute both contracts, and authorizing staff to issue notices to proceed upon final execution.

***Public Works Director Kahn presented the staff report.***

**Public Comment:**

- **Dan Haifley**

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- **Mariah Roberts**
- **Tricia Wiltshire**

**Motion to adopt Resolution No. 4458 and authorize staff to issue notices to proceed:**  
**Council Member Orbach**

**Second: Vice Mayor Morgan**

**Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke**

F. Administrative Policy I-42: Code of Conduct

Recommended Action: Approve revisions to Administrative Policy I-42: Council and Board Code of Conduct.

**City Attorney Zutler presented the staff report.**

**Public Comment:**

- **TJ Welch**

**The City Council discussed the policy and provided direction on desired changes.**

**Motion to approve revisions to Administrative Policy I-42 with the changes read into the record by the City Attorney: Council Member Westman**

**Second: Council Member Jensen**

**Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke**

G. Introduce an Ordinance Amending Chapter 15.04 of the Capitola Municipal Code Pertaining to Building and Fire Code

Recommended Action: Introduce for first reading, by title only, waiving further reading, an ordinance amending Chapter 15.04 and 15.18 of the Capitola Municipal Code pertaining to adoption of California Building Codes and the California Fire Code, 2005 Edition and portions of the 2024 International Fire Code, as amended by the Central Fire Protection District and ratified by the Capitola City Council.

**Community and Economic Development Director presented the staff report.**

**Public Comment: None**

**Motion to introduce Ordinance No. 1071: Vice Mayor Morgan**

**Second: Council Member Orbach**

**Voting Yea: Council Members Jensen, Orbach, Westman, Vice Mayor Morgan, and Mayor Clarke**

H. November 20 Meeting

Recommended Action: Provide direction for the November 20, 2025, City Council meeting.

**City Manager Goldstein presented the staff report.**

**Public Comment: None**

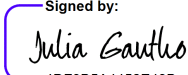
**The City Council directed staff to cancel the regularly scheduled November 20<sup>th</sup> meeting and to schedule a special meeting in a Town Hall format at New Brighton Middle School on November 20<sup>th</sup> at 6:00 PM and engage Community Television to record the meeting.**


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## 10. Adjournment

*The meeting adjourned at 10:02 PM. The next regularly scheduled City Council meeting is on November 13, 2025, at 6:00 PM.*

### ATTEST:

Signed by:  
  
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Julia Gautho, City Clerk

Signed by:  
  
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Joe Clarke, Mayor