

City of Capitola

City Council Meeting Minutes

Thursday, September 14, 2023 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Margaux Keiser
Vice Mayor: Kristen Brown
Council Members: Yvette Brooks, Joe Clarke, Alexander Pedersen

Closed Session – 5:15 PM

- i. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Gov. Code § 54956.9)
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case

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 Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser.*
2. **Additions and Deletions to the Agenda** – *None*
3. **Presentations**
 - A. *The Mayor presented a Proclamation honoring the life of Sterling "Nathan" Cross.*
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** – *None*
6. **Oral Communications by Members of the Public**
 - *Goran Klepic, Santa Cruz County resident, spoke about the condition of the restroom at Jade Street Park.*
 - *Gerry Jensen, resident, spoke about upcoming fundraisers for the Wharf on September 27th and October 14th.*
7. **Staff / City Council Comments**
 - *Chief Dally reminded the City Council and public of the Gun Buy Back Program at the County Sheriff's Office September 15th.*
 - *Council Member Brooks requested that staff provide an update on the Jade Street Park restroom conditions.*
 - *Council Member Clarke reminded the public of the Capitola Beach Festival on September 23^d and 24th.*
8. **Consent Items**
 - A. City Council Meeting Minutes
Recommended Action: Approve minutes from the regular meeting on August 24, 2023.
 - B. City Check Registers
Recommended Action: Approve check registers dated August 04, 2023 and August 18, 2023.

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- C. Grand Jury Response – Honoring Commitments to the Public
Recommended Action: Approve the responses to the Grand Jury Report and direct the City Clerk to submit the completed response packet pursuant to California Penal Code Section 933.05.
- D. Purchasing and Procurement Policy and Ordinance
Recommended Action: Introduce, by title only, waiving further reading of the text, an ordinance amending Chapter 3.16 of the Capitola Municipal Code pertaining to Purchasing and Purchasing Contracts; and adopt revised Administrative Policy III-4: Purchasing and Procurement Policy.
- E. Chapter 18.02 Affordable (Inclusionary) Housing
Recommended Action: Adopt an ordinance of the City of Capitola amending Chapter 18.02 of the Capitola Municipal Code, Affordable (Inclusionary) Housing.
- F. CalOES Designated Agents for Disaster Assistance
Recommended Action: Adopt a resolution certifying the Capitola staff members who are authorized to submit CalOES paperwork.
- G. Designation of Loading Zone for the Capitola Hotel
Recommended Action: Adopt a resolution establishing a loading zone adjacent to the frontage of 210 Esplanade (Capitola Hotel).
- H. Surf Cameras on the Capitola Wharf and the Bandstand Pavilion
Recommended Action: Authorize the City Manager to execute an agreement with Surfline/Wavetrak, Inc. to install and maintain new surf cameras on the Capitola Wharf and maintain existing surf cameras on the Bandstand Pavilion at no cost to the City.

Motion to approve the Consent Calendar: Vice Mayor Brown

Seconded: Council Member Brooks

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

9. General Government / Public Hearings

- A. Mall Redevelopment Land Use Study
Recommended Action: Authorize the City Manager to execute an agreement with Kosmont Companies for the Capitola Mall Redevelopment Land Use Study in the amount of \$25,000.

Community Development Director Herlihy presented the staff report.

Council Member discussion included a request to include Housing Element outcomes in the scope of work for this agreement and suggested that MBEP be included in the Technical Committee.

Motion to authorize the City Manager to execute an agreement with Kosmont Companies:

Council Member Brooks

Seconded: Vice Mayor Brown

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

- B. City Hall Needs Assessment and Alternatives Analysis
Recommended Action: Authorize the City Manager to execute a Professional Services Agreement with Group 4 Architecture for Phase 1 of the City Hall Sites Needs Assessment and Alternatives Analysis Report in the amount of \$49,950.

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**Community Development Director Herlihy presented the staff report.
Council Member discussion included requests to modify the scope of work to remove certain elements that staff could conduct.**

Motion to authorize the City Manager to execute an agreement with Group 4 Architecture with additional direction to negotiate the scope of work: Vice Mayor Brown

Seconded: Council Member Clarke

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

- C. Pedestrian Pathway from the Upper Beach and Village Parking Lot to Monterey Avenue
Recommended Action: Direct staff to proceed with developing the final design of pedestrian pathway from the Upper Beach and Village Parking Lot to Monterey Avenue consistent with pathway configuration Alternative 3, as described in the staff report.

**Public Works Director Kahn presented the staff report.
Council Member discussion included clarification on tree replacement sizing.**

Motion to direct staff to develop the final design as presented in Alternative 3 : Council Member Clarke

Seconded: Council Member Pedersen

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

- D. Long-Term Strategic Planning
Recommended Action: Provide feedback regarding the development process for a longer-term City of Capitola Strategic Plan.

Chloe Woodmansee, Assistant to the City Manager, presented the staff report.

The City Council provided feedback to staff and recommended creation of a living document, recognition of the importance of priorities and strategies for the City, a request for a regional element of the plan, and the importance of an operational element which aligns with annual City Council goals.

- E. Interim Building Official
Recommended Action: Adopt a resolution for an exception to the 180-day wait period per Government Code Section 7522.56 & 21221(h) and approve the appointment of Robin Woodman as the Interim Building Official-Retired Annuitant.

Chloe Woodmansee, Assistant to the City Manager, presented the staff report.

Motion to adopt the resolution: Vice Mayor Brown

Seconded: Council Member Pedersen

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

- F. City Council Appointments to City Advisory Bodies
Recommended Action: Appoint members of the public to the City of Capitola Arts and Cultural Commission.

City Clerk Moss presented the staff report.

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Motion to appoint Mario Beltramo to a term expiring 12/31/2024: Vice Mayor Brown

Seconded: Council Member Brooks

Voting Yea: Council Members Brooks, Clarke, Pedersen, Vice Mayor Brown, and Mayor Keiser

10. Adjournment – Adjourned at 7:19 PM to the next regularly scheduled meeting on September 28, 2023.

DocuSigned by:
Margaux Keiser
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Margaux Keiser, Mayor

ATTEST:

DocuSigned by:
Julia Moss
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Julia Moss, City Clerk