

City of Capitola

City Council Meeting Minutes

Thursday, August 25, 2022 – 7:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Mayor: Sam Storey
Vice Mayor: Margaux Keiser
Council Members: Jacques Bertrand, Yvette Brooks, Kristen Brown

Regular Meeting of the Capitola City Council – 7 PM

1. Roll Call and Pledge of Allegiance

Council Members Jacques Bertrand, Yvette Brooks, Kristen Brown, Margaux Keiser, and Mayor Sam Storey.

2. Additions and Deletions to the Agenda

3. Presentations

- A. Introduction to Capitola's First Hybrid City Council Meeting
- B. Introduction of Capitola Community Development Staff; Senior Planner Brian Froelich, Building Inspector II Eric Martin, and Development Service Technician Jorge Melgoza
- C. Presentation of a Certificate of Appreciation to Brandon Napoli the Director of the Santa Cruz Small Business Development Center for administering the CDBG Small Business Covid-19 Economic Development Grants

Community Development Director Herlihy introduced Brandon, who also thanked Alexander Pedersen who helped very much with these grants

4. Additional Materials

5. Oral Communications by Members of the Public

In-person, a member of the public said she appreciated the hybrid-meeting model, allowing for both in-person and virtual attendance options for the public.

Judith Baraki asked several questions regarding a vacant home tax measure.

Via Zoom, Nicole asked about a previously noticed item (1610 Bulb Avenue). The Mayor requested staff to respond; Community Development Director Herlihy explained that the item had been continued by the Planning Commission and therefore not placed on the agenda for a Council hearing. She said the item would be noticed again and likely come to Council sometime in October.

Mayor Storey explained that Council previously determined not to place a vacant home tax measure on the November 2022 ballot and that the issue was not being researched at this time.

6. Staff / City Council Comments

City Manager Goldstein asked for patience as staff and Council adjust to hybrid-meetings.

Council Member Bertrand and Council Member Brown both expressed excitement to be back in the Council Chambers for the meeting.

City Council Meeting Minutes – August 25, 2022

Requested Future Agenda Items:

- Off-leash dog proposal (Bertrand)
- Presentation from Santa Cruz City Schools about Bond Measures L and K (Mayor Storey)

7. Consent Items

Mayor Storey pulled Item 7.D: Over-the-street Banner Policy off Consent, to be heard at the end of the agenda.

Motion: Approve Items 7.A, 7.B, 7.C, 7.E, and 7.F as recommended

Result: Passed, 4:0 (Unanimous)

Mover: Council Member Brown

Second: Council Member Bertrand

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brown, Mayor Storey

Absent: Council Member Brooks

- A. Consider the minutes from the July 28, 2022, regular City Council meeting and the August 11, 2022, special City Council meeting
Recommended Action: Approve minutes.
- B. Consider an update to the Accountant I, Accountant II, and Senior Accountant job descriptions
Recommended Action: Approve changes to the job descriptions for the Accountant I, Accountant II, and Senior Accountant job classifications.
- C. Consider the Purchase of New Mobile Computers for the Police Department
Recommended Action: Adopt the proposed resolution amending the Budget and authorizing the Police Department to use funding from the Supplement Law Enforcement State Funds (SLESF) and Information Technology Funds (totaling \$50,000) for the purchase of ten mobile computers from government contractor CDW Government LLC.
- D. Over-the-Street Banner Policy Update
Recommended Action: Approve updates to Administrative Policy V-17: Capitola Village Street Banner Program to ensure consistency with current best practices.

The item was heard after General Government Item 8.F.

Mayor Storey asked for more information regarding non-profits and their ability to have over-the-street banners. City Manager Goldstein clarified that the intent of the changed language is to restrict banner content, not disallow organizations from having a banner.

There was no public comment.

Mayor Storey asked that language is clarified to indicate that all holders of a major special event permit (including non-profits) may apply for an over-the-street banner.

Motion: Approve the policy with the recommended modifications included

Result: Passed, 4:0 (Unanimous)

Mover: Council Member Bertrand

Second: Council Member Brown

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brown, Mayor Storey

Absent: Council Member Brooks

City Council Meeting Minutes – August 25, 2022

- E. Appeal of Design Permit, Historic Alteration Permit, Variance, and Coastal Development Permit to demolish an existing residence and construct a new home that retains nonconformities for size and setbacks at 1410 Prospect Avenue
Recommended Action: Set a public hearing during the City Council meeting of September 22, 2022, to consider the appeal of Application #21-0376.
- F. Receive Update on Pandemic Response and Consider Adopting Proposed Resolution Allowing for the Continuation of Teleconferencing
Recommended Action: 1) Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and there is a need to continue action; and 2) Adopt the proposed resolution authorizing the City Council (along with the Planning Commission and all advisory bodies) to continue to conduct teleconferencing meetings.

8. General Government / Public Hearings

- A. Appoint Representatives to the Historical Museum Board

Recommended Action: Appoint two representatives to the Historical Museum Board.

Council Member Brown asked if the Board can vote to remove members; City Manager Goldstein clarified that only Council can vote to remove Board members. She also confirmed that the Historical Museum Board members must sign the City's Code of Conduct.

There was no public comment.

Council Member Brown said she trusts the Board to make decisions that are best for them and the museum.

Vice Mayor Keiser said she also appreciates the Board's insight into appointments and encouraged all new members to follow the Code of Conduct.

Motion: Accept Museum Board's recommendation and appoint Mary Hay and John Mulry to the Historical Museum Board

Result: Passed, 4:0 (Unanimous)

Mover: Council Member Bertrand

Second: Council Member Brown

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brown, Mayor Storey

Absent: Council Member Brooks

- B. Consider a Resolution Accepting a Grant in the Amount of \$19,304.88 from the Department of Alcoholic Beverage Control Alcohol Policing Partnership Program, Authorizing the Police Chief to Execute the Grant Agreement, and Authorizing the Finance Director to Amend the 2022-23 Fiscal Year City Budget by \$19,304.88
Recommended Action: Adopt the proposed resolution accepting a State of California Department of Alcoholic Beverage Control (ABC) grant in the amount of \$19,304.88, authorizing the Police Chief to execute the Grant Agreement with the ABC, and authorizing the Finance Director to amend the FY 2022-23 General Fund operating budget to increase revenues and expenditures by \$19,304.88.

Chief Dally thanked Council for the opportunity to meet in-person and introduced Captain Ryan who presented a brief staff report.

Council Member Bertrand asked for more information on the type of training offered; Captain Ryan replied that the training focuses on educating restaurant and bar owners in a collaborative

City Council Meeting Minutes – August 25, 2022

way to combat over-drinking and over-serving. She also explained the Capitola Police Department Explorer Program in response to a question.

There was no public comment.

Motion: 1) Adopt the resolution accepting the grant and 2) Authorize the Finance Director to amend the budget to increase expenditures by \$19,304.88

Result: Passed, 4:0 (Unanimous)

Mover: Council Member Bertrand

Second: Council Member Brown

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brown, Mayor Storey

Absent: Council Member Brooks

C. Community Grant Subcommittee

Recommended Action: Appoint two Council Members to a subcommittee to review applications for the 2022 – 2023 Community Grant Program.

Mayor Storey recused himself from this item and stated that wife works for the Community Action Board. Council Member Brown stated that she is a non-compensated member on the Community Action Board.

Council Member Bertrand asked when the grant allocations would come back to Council. City Manager Goldstein replied that grant awards would take place within this fiscal year.

Council Member Brown asked to be considered to serve on the ad-hoc committee, she also suggested that Vice-Mayor Keiser serve if Council agreed.

There was no public comment.

Vice Mayor Keiser agreed and noted that she was a member of the ad-hoc committee for the previous grant cycle; she asked that the ad-hoc committee's recommendations be considered and respected by Council when Council makes the final grant allocations.

Council Member Bertrand agreed with comments.

Result: Appoint Council Member Brown and Vice-Mayor Keiser to the Community Grant subcommittee.

D. Consider Hybrid Meeting Administrative Policy

Recommended Action: Review draft policy and provide feedback.

Assistant to the City Manager Woodmansee presented a brief staff report.

Mayor Storey suggested that the previously requested limitation on Council Member in-person attendance should no longer be required.

Council Member Brown agreed that all five members could attend at one time but asked that members continue to have discretion about attending remotely or not.

In public comment, Anna Vaage said that Council candidates may have health concerns and should still be permitted to attend meetings remotely.

Result: Feedback provided to staff

E. Designation of the Voting Delegate and Alternate for the 2022 League of California Cities Annual Conference

Recommended Action: Designate voting delegate and alternate(s), if desired.

City Council Meeting Minutes – August 25, 2022

Motion: Designate Council Member Bertrand the City's voting delegate

Result: Passed, 4:0 (Unanimous)

Mover: Council Member Brown

Second: Vice Mayor Keiser

Yea: Mayor Storey, Vice Mayor Keiser, Council Member Bertrand, Council Member Brown, Mayor Storey

Absent: Council Member Brooks


F. In-Person Council Attendance

Recommended Action: Determine which City Council Members will attend the next regularly scheduled Council meeting in-person and remotely.

This item was not heard, as Council determined any of all five Council Members can attend meetings either in-person or remotely during Item 8. D.


9. Adjournment

The meeting was adjourned at 8:30pm to the next regular City Council meeting on September 8, 2022.

DocuSigned by:

D612A6018B8746C...

ATTEST:

Sam Storey, Mayor

DocuSigned by:

B3B746FAACD54BA...

Chloé Woodmansee, City Clerk

APPROVED SEPTEMBER 8, 2022