

City of Capitola

City Council Meeting Minutes

Thursday, April 27, 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

Regular Meeting of the Capitola City Council – 6 PM

1. Roll Call and Pledge of Allegiance

The meeting was called to order at 6:03 PM. In attendance: Council Members Brooks, Clarke, Pedersen, Brown, and Mayor Keiser.

2. Additions and Deletions to the Agenda – None

3. Presentations

A. *Sergeant Evans, Officer Gonzalez, and Officer Sherin from the Police Department presented information on pedestrian and e-bike safety.*

4. Additional Materials – None

5. Oral Communications by Members of the Public – None

6. Staff / City Council Comments

- *Community Development Director Herlihy provided information on the Housing Element Update.*
- *Council Member Brooks shared a funding opportunity from the Monterey Bay Marine Sanctuary Foundation to establish an educational signage component on the Capitola Wharf.*
- *Vice Mayor Brown thanked staff for their work on projects listed on the Consent Calendar and shared an update on RTC projects within the County.*
- *Mayor Keiser thanked the Public Works Department for their work to prepare the City for summer.*

7. Consent Items

- Consider and Approve 4/13/2023 City Council Meeting Minutes
- Approval of City Check Registers
Recommended Action: Approve check registers dated March 17, 2023, March 31, 2023, and April 14, 2023.
- Broadband Middle Mile Network Project
Recommended Action: Authorize a consolidated coastal development permit for the Regional Broadband Middle Mile Project.
- Regional Bikeshare Contract Amendment

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Recommended Action: Authorize City Manager to sign Amendment 1 to the Professional Service Agreement with BCycle for a regional bikeshare program to modify the required aggregate insurance coverage for cyber liability from \$10 million to \$5 million.

E. Conflict of Interest Code

Recommended Action: Adopt a resolution amending the City of Capitola's Conflict of Interest Code to reflect the current organizational structure.

F. California Assembly Bill 953

Recommended Action: Authorize the Mayor to sign a letter in support of California Assembly Bill 953, which proposes a voluntary vessel speed reduction and sustainable shipping program.

G. Surplus Sale and Purchase of City Vehicles

Recommended Action: Declare two Police Department vehicles as surplus property and authorize the sale of the vehicles; authorize the City Manager to purchase a replacement vehicle in an amount not to exceed \$55,000; and adopt a resolution amending the Fiscal Year 2022-23 Adopted Budget.

H. Stockton Avenue Bridge Repairs Design Contract

Recommended Action: Authorize the City Manager to execute a Professional Services Agreement with Moffatt and Nichol in an amount not to exceed \$34,488 for design, permitting, and construction support services for the repair of for the Stockton Avenue Bridge in substantially similar form, as approved by the City Attorney, as the attached agreement.

I. 401 Capitola Avenue Appeal

Recommended Action: Adopt a resolution upholding the Planning Commission's decision to deny Application #22-0282 and approving a modified Conditional Use Permit and Coastal Development Permit for an existing takeout establishment to allow beer and wine sales for onsite consumption at 401 Capitola Avenue (Capitola Tap House).

Motion to approve the Consent Calendar: Vice Mayor Brown

Seconded: Council Member Brooks

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

8. General Government / Public Hearings

A. Administrative Policy I-7: Memorial Program

Recommended Action: Consider options for memorial plaques currently installed on the Capitola Wharf; review and approve changes to Administrative Policy I-7: Memorial Program.

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

Council Member discussion included suggestions for outreach to memorial plaque purchasers, clarification of a timeline for the addition of a design element for the Wharf, and the creation of a comprehensive City Memorial Program.

Public Comment:

- ***Caroline Oakland, resident, spoke about memorial benches on the Wharf.***
- ***Valerie Levitt, resident, spoke in favor of Option 3 for the memorial plaques on the Wharf.***
- ***Alicia Trost, resident, spoke in favor of Option 3 for the memorial plaques on the Wharf.***
- ***Steph Christman, resident, spoke in favor of Option 3 for the memorial plaques on the Wharf.***

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- **Roxanne Hovio, resident, spoke in favor of Option 3 for the memorial plaques on the Wharf.**
- **Patty and Steve, residents, thanked staff for their efforts to communicate with plaque purchasers.**

Direction provided to staff to issue a survey to memorial plaque purchasers and obtain feedback, and to reimagine a Comprehensive Memorial Program as a FY 2023-24 Goal.

B. Administrative Policy on Training and Travel for Public Officials

Recommended Action: Approve an administrative policy to formalize the process for public officials to receive reimbursement for training and travel.

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

Motion to approve the administrative policy: Vice Mayor Brown

Seconded: Council Member Clarke

Motion amended to include City Council approval of out of state travel: Mayor Keiser

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

C. Administrative Policy on Additional Materials

Recommended Action: Approve an administrative policy to outline the process for receiving, recording, and distributing additional materials related to the City Council or Planning Commission agendas.

City Clerk Moss presented the staff report.

Motion to approve the administrative policy: Council Member Brooks

Seconded: Vice Mayor Brown

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

9. Adjournment – Adjourned at 7:55 PM to a special meeting at 6:00 PM on May 3, 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