

City of Capitola

City Council Meeting Minutes

Thursday, October 09, 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

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, and Vice Mayor Margaux Morgan. Absent: Mayor Clarke*
- 2. Additions and Deletions to the Agenda** – *The City Manager requested to continue Item 7B due to the Mayor's absence.*
- 3. Additional Materials**
 - A. *Item 6C – One email received after publication of the agenda packet.*
 - B. *Item 7A – Two emails received after publication of the agenda packet.*
 - C. *Item 7B – One email received after publication of the agenda packet.*
 - D. *Item 7C – One email received after publication of the agenda packet.*
- 4. Oral Communications by Members of the Public**
 - *Kevin Maguire*
 - *Cheryl*
- 5. Staff / City Council Comments**
 - *Council Member Orbach provided comments about the conclusion of the Code of Conduct complaint filed by Kevin Maguire; provided updates received at a recent METRO meeting; thanked those who participated in "A Week Without Driving;" thanked Congressman Panetta for meeting with her to discuss Capitola transportation projects; and thanked staff for their work.*
 - *Council Member Jensen thanked the Maguires and Council Member Orbach for participating in conflict resolution; and thanked staff and the community for attending the community meeting held at New Brighton Middle School to discuss zoning changes at the Capitola Mall and the 41st Avenue Corridor Project.*
 - *Council Member Westman thanked the Maguires and Council Member Orbach for participating in conflict resolution; and commended staff on the community meeting held October 8th.*
 - *Vice Mayor Morgan provided comments on the Capitola Beach Festival and thanked event organizers and the volunteers who participated.*
 - *Police Chief Ryan reminded the public that October is Pink Patch Month to acknowledge breast cancer awareness; reminded the public that the Monte Foundation Fireworks Extravaganza will be held on October 12th; advised the public that the Police Department will*

be holding an assembly to discuss e-bike safety at New Brighton Middle School; thanked the Maguires and the Orbachs for participating in conflict resolution.

- *Public Works Director Kahn advised the public of pavement projects happening Citywide.*

6. Consent Items

- A. City Council Meeting Minutes

Recommended Action: Approve minutes from the regular meeting on September 25, 2025.

- B. Transportation Safety Updates – Local Roadway Safety Plan and Bay Avenue Corridor

Recommended Action: Receive an informational report on the City of Capitola's Local Roadway Safety Plan initiative and the Bay Avenue Corridor Project.

- C. Withdrawn Appeal of Coastal Development Permit

Recommended Action: No action required.

Motion to approve the Consent Calendar: Council Member Orbach

Council Member Jensen recused himself from Item 6B due to a conflict of interest arising from his financial interest in his personal residence.

Motion amended to approve Items 6A and 6C: Council Member Orbach

Second: Council Member Westman

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

Absent: Mayor Clarke

Motion to approve Item 6B: Council Member Orbach

Second: Council Member Westman

Voting Yea: Council Members Orbach, Westman, Vice Mayor Morgan

Abstain: Council Member Jensen

Absent: Mayor Clarke

7. General Government / Public Hearings

- A. Community Grants Award Recommendation

Recommended Action: Approve grant awards for the 2025 – 2027 Community Grants Program Cycle, as recommended by the City Council ad-hoc subcommittee.

Assistant to the City Manager Woodmansee presented the staff report. Council Member Jensen made a statement about his position as an unpaid board member on the Capitola Public Safety and Community Foundation, as his position is unpaid it does not present a conflict of interest.

Public Comment:

- ***Elizabeth Murphy, O'Neill Sea Odyssey***
- ***Linda Coffman, NAMI Santa Cruz County***

Council Member Jensen provided a letter from Jacob's Heart Children's Cancer Support Services.

Motion to approve the grant awards for the 2025-2027 Community Grants Program Cycle, as recommended by the City Council ad-hoc subcommittee: Council Member Orbach

Second: Council Member Westman

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

Absent: Mayor Clarke

- B. Administrative Policy I-42: Code of Conduct
Recommended Action: Approve revisions to Administrative Policy I-42: Council and Board Code of Conduct. ***(Continued to a future meeting date)***
- C. Capitola Municipal Code Section 2.04.140
Recommended Action: Receive a report on agenda setting procedures and provide direction to staff.

City Clerk Gautho presented the staff report.

Public Comment: None

The City Council discussed the current process by which Council Members can request agenda items.

Motion to direct staff to amend Capitola Municipal Code Section 2.04.140 to require a second to place an item on the agenda: Council Member Jensen

Second: Council Member Orbach

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

Absent: Mayor Clarke

- D. City Check Registers
Recommended Action: Approve check registers dated June 13, 2025, June 27, 2025, July 4, 2025, July 11, 2025, July 18, 2025, July 25, 2025, August 1, 2025, August 8, 2025, August 15, 2025, August 22, 2025, August 29, 2025, September 5, 2025, and September 12, 2025.

Administrative Services Director Malberg presented the staff report.

Public Comment: None

Motion to approve the check registers: Council Member Orbach

Second: Council Member Westman

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

Absent: Mayor Clarke

8. Adjournment

The meeting adjourned at 7:00 PM. The next regularly scheduled City Council meeting is on October 23, 2025, at 6:00 PM.

ATTEST:

Joe Clarke, Mayor

Julia Gautho, City Clerk