

# City of Capitola

## City Council Meeting Minutes

### Thursday, June 12, 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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### 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, Morgan, Orbach, and Mayor Clarke.*
2. **Additions and Deletions to the Agenda** – *None*
3. **Additional Materials**
  - A. *Item 4A – 32 emails received after publication of the agenda packet and one staff memorandum advising the City Council of the withdrawal of an applicant from the Council vacancy.*
  - B. *Item 8F - Staff memorandum correcting the proposed resolution.*
  - C. *Item 8J – Two emails received after publication of the agenda packet.*
  - D. *Item 9B – One email received after publication of the agenda packet.*
4. **City Council Vacancy**
  - A. Appointment of Successor to Vacant City Council Seat  
Recommended Action: 1) By motion, appoint a successor to fill the Council vacancy; and 2) direct the City Clerk to administer the oath of office to the newly appointed Council Member.  
  
*The City Clerk presented the staff report.*  
  
*Public Comment:*
    - *Tory Del Favero*
    - *Speaker*
    - *Speaker*
    - *Speaker*
    - *Pam Greninger*
    - *Speaker*
    - *Narendra Dev*
    - *Cami Corvin*
    - *Peter Wilk*
    - *Speaker*
    - *Susan Westman*
    - *Speaker*
    - *James Ewan Whitman*

- **Scott Rohlf**
- **Trevor Whitcomb**

***During public comment, applicants Cami Corvin and Trevor Whitcomb withdrew their applications. The City Council thanked the community members for putting forth their names for the vacancy.***

***Motion to appoint Susan Westman to a term ending in December 2026: Council Member Morgan***

***Second: Council Member Jensen***

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

***Voting No: Council Member Orbach***

**B. City Council Reorganization**

**Recommended Action:** Nominate and appoint a new Vice-Mayor.

***The City Clerk presented the staff report.***

***Public Comment:***

- **Keith Cahalen**

***Motion to appoint Margaux Morgan as Vice Mayor for the remainder of 2025: Council Member Jensen***

***Second: Council Member Orbach***

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

## **5. Presentations**

- A. *The Youth Action Network Youth Liaison provided a presentation to the City Council.*
- B. *Deborah Osterberg, Capitola Historical Museum Curator, provided a presentation to the City Council about the Historical Museum.*

## **6. Oral Communications by Members of the Public**

- *Speaker*
- *James Ewan Whitman*
- *Carin Hanna*
- *Keith Cahalen*

## **7. Staff / City Council Comments**

- *The City Manager advised the public that there are copies of the Museum Newsletter in the Council Chambers.*
- *The City Clerk advised the public that there is an unscheduled vacancy on the Planning Commission, and interested members of the public can apply online.*
- *Council Member Westman provided comments to the City Council.*
- *Vice Mayor Morgan provided updates from a recent AMBAG meeting and reminded the public of the Car Show this weekend.*
- *Council Member Orbach provided comments on the issue of residency requirements for City Council candidates.*
- *Council Member Jensen provided comments about the Park at Rispin Mansion Clean Up Event, Twilight Concerts, and requested a proclamation honoring the retirement of local journalist Jondi Gumz.*

## **8. Consent Items**

- A. City Council Meeting Minutes  
Recommended Action: Approve minutes from the regular meeting on May 22, 2025, and the special meeting on May 29, 2025.
- B. City Check Registers  
Recommended Action: Approve check registers dated April 25, 2025, May 2, 2025, May 9, 2025, and May 16, 2025.
- C. Grant Administration Contract  
Recommended Action: Adopt a resolution authorizing the City Manager to enter into a five-year professional services agreement with Adams Ashby Group for grant administration services in an amount not to exceed \$250,000. **(Resolution No. 4429)**
- D. City Investment Policy Amendment  
Recommended Action: Adopt a resolution affirming Administrative Policy Number III-1, Investment Policy, as recommended by the Finance Advisory Committee. **(Resolution No. 4430)**
- E. McGregor Asphalt Pump Track Project Completion  
Recommended Action: 1) Accept as complete the McGregor Asphalt Pump Track Project constructed by American Ramp Company at a final cost of \$120,122; 2) authorize the City Clerk to file and record a Notice of Completion; and 3) authorize the release of the contract retention of \$6,006.10 as prescribed in the construction agreement.
- F. Adoption of FY 2025–26 Road Project List  
Recommended Action: Review and approve the use of Senate Bill 1 (SB 1) and Measure D funds to support the 41<sup>st</sup> Avenue Multimodal and Pavement Rehabilitation Project (Project); and adopt a resolution adopting the Project for Fiscal Year 2025-26 funded by SB 1: The Road Repair and Accountability Act of 2017. **(Resolution No. 4431)**
- G. Interfund Loan from the General Fund to the Library Fund  
Recommended Action: Adopt a resolution approving an interfund loan of \$856,000 from the General Fund to the Library Fund at an interest rate of 4.25% for the reimbursement of costs associated with the Library Improvement Project completed in June 2021 using Measure S funds. **(Resolution No. 4432)**
- H. Business Improvement Assessments for FY 2025-26  
Recommended Action: Adopt a resolution providing notice of the City's intent to levy business improvement assessments for Fiscal Year (FY) 2025-26, receiving the annual report and proposed budget of the Capitola Village and Wharf Business Improvement Area (CVWBIA), setting the date for a public hearing to be held on Thursday, June 26, 2025, and outlining noticing requirements. **(Resolution No. 4433)**
- I. Fiscal Year 2025-26 Appropriation Limit  
Recommended Action: Adopt a resolution setting the appropriation limit for Fiscal Year 2025-26. **(Resolution No. 4434)**
- J. Park Avenue Traffic Calming Improvements  
Recommended Action: 1) Approve the traffic calming plans for Park Avenue; and 2) authorize staff to execute Change Order No. 1 to the 2025 Pavement Maintenance Project Contract with Graham Contractors, Inc. to include traffic calming measures and increase the amount of the contract by \$120,000, contingent on approval by the Council of funding for the project in the FY 2025–26 budget. **(Pulled for discussion by Council Member Jensen, to be heard at end of agenda)**

***Motion to approve Items 8A – 8J: Council Member Orbach***

***Council Member Jensen requested to pull Items 8A and 8J.***

***Motion modified to approve Items 8C – 8I: Council Member Orbach***

***Second: Vice Mayor Morgan***

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

***Motion to approve Items 8A-8B with a modification to the meeting minutes in 8A: Vice Mayor Morgan***

***Second: Council Member Orbach***

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

***Abstaining: Council Member Westman***

## **9. General Government / Public Hearings**

### **A. City Council Representation on Regional Boards & City Advisory Bodies**

**Recommended Action:** Review appointments of City Council representatives on regional boards and committees and City advisory bodies.

***The City Clerk presented the staff report.***

***Public Comment:***

- ***Cami Corvin***

***Motion to make the appointments below: Vice Mayor Morgan***

***Second: Council Member Westman***

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

- ***METRO: Council Member Westman as Alternate***
- ***RTC: Council Member Jensen***
- ***Integrated Waste Management Local Task Force: Council Member Westman as Alternate***
- ***Capitola FAC: Council Member Westman and Vice Mayor Morgan***
- ***Youth Liaison Program: Council Member Orbach***

### **B. Castle Mobile Home Park Overview**

**Recommended Action:** Receive a report on Castle Mobile Home Estates regarding encroachments into the Regional Transportation Commission corridor right of way.

***Community Development Director Herlihy presented the staff report.***

***Public Comment:***

- ***Cami Corvin***
- ***Jacques Bertrand***
- ***Speaker***
- ***Keith Cahalen***
- ***Christine***
- ***Rozanne Stanley***
- ***Damon***
- ***Speaker***
- ***Maria Romuler***
- ***Speaker***

***The City Council discussed how the City can assist in addressing resident concerns at Castle Mobile Estates, including writing a letter to the RTC and meeting with a spokesperson from the mobile home park.***

***Motion to form an ad-hoc subcommittee composed of Mayor Clarke and Council Member Jensen to write a letter to the RTC Board with questions about the rail corridor through Capitola: Council Member Westman***

***Second: Vice Mayor Morgan***

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

**8J. Park Avenue Traffic Calming Improvements (*Pulled for discussion by Council Member Jensen*)**

***Recommended Action:*** 1) Approve the traffic calming plans for Park Avenue; and 2) authorize staff to execute Change Order No. 1 to the 2025 Pavement Maintenance Project Contract with Graham Contractors, Inc. to include traffic calming measures and increase the amount of the contract by \$120,000, contingent on approval by the Council of funding for the project in the FY 2025–26 budget.

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

***Public Comment:***

- ***Goran Klepic***

***Motion to approve the traffic calming plans for Park Avenue and authorize staff to execute Change Order No. 1 to the agreement with Graham Contractors, Inc.: Vice Mayor Morgan***

***Second: Council Member Jensen***

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

**10. Adjournment – *The meeting adjourned at 8:41 PM. The next regularly scheduled City Council meeting is on June 26, 2025, at 6:00 PM.***

**ATTEST:**

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Joe Clarke, Mayor

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Julia Gautho, City Clerk