

Capitola City Council

Agenda Report



Meeting: January 26, 2023

From: City Manager Department

Subject: Soquel Creek Water District Use Agreement for Capitola City Council Chambers

Recommended Action: Authorize the City Manager to enter into an agreement with the Soquel Creek Water District in the amount of \$5,000 for use of the City Council Chambers semi-monthly during 2023.

Background: The Soquel Creek Water District oversees water supply and distribution to the following service area: Aptos, La Selva Beach, Opal Cliffs, Rio Del Mar, Seascape, Soquel, and portions of the City of Capitola. The District serves approximately 20,912 housing units.

For several years prior to the pandemic the Soquel Creek Water District Board of Directors (Board) used the Capitola City Council Chambers (Chambers) twice a month as the venue for their board meetings. The Board does not have a meeting venue at their headquarter location; using the Chambers allowed the Soquel Creek Board to have an in-district location for public meetings with broadcasting capability.

In 2020 when the Brown Act was modified to allow for remote meetings, the Board shifted to hold remote meetings and no longer needed an in-person location. At the same time, due to public health concerns, the City closed the Community Room and Council Chambers to public use for several months.

In 2022, the City invested significant funds towards updating Chambers technology to allow for professional hybrid meetings (allowing for in-person and virtual Zoom attendance), totaling more than \$20,000. In January 2023, the new equipment was installed.

In late 2022, Soquel Creek Water District staff contacted Capitola staff to propose using the Chambers for Board meetings and indicated a desire to facilitate hybrid meetings.

Discussion: Entering into the proposed agreement with the District means that Council Chambers will generally be unavailable for City meetings during those times. However, Staff recognizes that public access to Soquel Creek Water District Board meetings is in the interest of the City of Capitola and its residents, and thus collaborated with Ron Duncan, General Manager of the District, on a Use Agreement for the Chambers.

The proposed cost to the Soquel Creek Water District considers the Board's frequency of use, the City's extensive technology updates, and the annual cost of maintaining the Chambers.

Fiscal Impact: The proposed agreement would generate \$5,000 in revenue annually, which would help offset maintenance costs of the Chambers.

Attachments:

1. Proposed Use Agreement

Report Prepared By: Chloé Woodmansee, Assistant to the City Manager

Reviewed By: Julia Moss, City Clerk

Approved By: Jamie Goldstein, City Manager