



# CAPITOLA MUNICIPAL CODE UPDATE – TITLE 2

October 26, 2023



# Background

- ❑ Title 2: Administration and Personnel
  - ❑ Composed of 16 chapters, including chapters relating to the powers and duties of City Manager and City Council
- ❑ Regular review of City Codes is best practice
  - ❑ Can identify outdated/ineffective provisions
  - ❑ Staff conducted a review and identified several areas for update
  - ❑ Administrative Policy I-15: Agenda Preparation



# Summary of Changes

- Chapter 2.04 Section 4: City Council:
  - Mayor Pro Tempore to Vice Mayor
  - Updated adjournment time
  - Removed language regarding the appointment of Standby City Council Members



# Summary of Changes

- Chapter 2.04: Section 4: City Council
  - ▣ Codified current practices for public participation in meetings
    - Comments on non-agendized items during Oral Communications
    - Removing items from Consent Calendar



# Summary of Changes

- Chapter 2.04 Section 7: City Attorney:
  - ▣ Updated to reflect current powers and duties.
- Chapter 2.04 Section 9: Public Works:
  - ▣ Appointment of the Public Works Director
- Chapter 2.04 Section 11: Director of Finance:
  - ▣ Removed Redevelopment Agency from annual financial reports
- Chapter 2.08: City Manager:
  - ▣ Bond requirements (2.04.080)
  - ▣ Removed dissolved commission names from 2.08.230



# Recommended Action

- Introduce, by title only, waiving further reading of the text, an ordinance of the City of Capitola amending Chapters 2.04 and 2.08 of the Capitola Municipal Code.