



CITY MANAGER DEPT.

Memo

To: City Council
From: Julia Gautho, City Clerk
Date: July 21, 2025
Re: Item 9D - Advisory Body Applicants

Mayor and City Council,

Two applicants requested to withdraw their applications for City advisory groups.

Staff has revised the report for Item 9D and includes it for Council review.

Capitola City Council

Agenda Report

Meeting: July 24, 2025

From: City Manager Department

Subject: Appointment to City Advisory Bodies



Recommended Action: By motion and vote, appoint members of the public to the City's Capitola Village and Wharf Business Improvement Area Advisory Committee and the Historical Museum Board; and, in accordance with Capitola Municipal Code Section 2.12.020, appoint a member of the public to the Planning Commission.

Background: Members of the public are appointed to serve in a voluntary capacity on the City's advisory bodies for terms, some of which expired in June 2025. This necessitates that the Council make reappointments or new appointments for the next term.

Applications for membership on advisory bodies are accepted year-round and are valid for one year. Members who are currently serving on advisory bodies were notified of their term expiration and invited to reapply to be reappointed.

As a part of the advisory body appointment process, staff published a regular vacancy notice on the City website and through social media, and an unscheduled vacancy notice in the Santa Cruz Sentinel.

Discussion: Each of the City's advisory bodies is governed by relevant bylaws, which outline information about the appointment process of the group.

Capitola Village and Wharf Business Improvement Area Advisory Committee: In 2005, the City formed the CVWBIA and appointed an initial Advisory Committee. Section 36530 of the California Streets and Highways Code requires that the City Council appoint members to the Capitola Village and Wharf Business Improvement Area (CVWBIA) Advisory Committee. Staff recommends that the Council appoint (by motion and vote) new members to this group. Staff has received two applications for this group, from Daniel Castagnola and Ted Burke.

Historical Museum Board: The Historical Museum Board was founded in 1967 through the adoption of Ordinance No. 301. The Board promotes a program that will bring about better understanding and appreciation by the Capitola community of its history, architecture, culture, technology, and its creative and natural environments. Board Bylaws (Resolution No. 4099) state that the Board is composed of seven members. The Bylaws state that the Commission must review applications and provide a recommendation to the City Council for appointment. There are four terms which expired on June 30, 2025, and require reappointment. Staff recommends that the Council appoint (by motion and vote) four members to this group. Staff has received four applications for this group, from the following:

1. Cami Corvin
2. Enrique Dolmo
3. Gordon Van Zuiden
4. Helynne Nourishad

Planning Commission: The Planning Commission was originally established in May 1949, through the adoption of Ordinance No. 32. The Planning Commission is responsible for reviewing land use and development permits (including Conditional Use Permits, Coastal Development Permits, Design Permits, etc.) for consistency with the Capitola General Plan and Municipal Code. The Planning Commission also

provides recommendations to the City Council on General Plan amendments and rezoning requests, such as the Housing Element update in 2024.

The Planning Commission is comprised of five members, each appointed by an individual City Council Member. Members of the Planning Commission are appointed for two-year terms. The current Planning Commissioners' terms expire in December 2026. With the appointment of Susan Westman to the City Council, an unscheduled vacancy was created on the Planning Commission. Capitola Municipal Code 2.12.020 states that each City Council Member may appoint one planning commission member. The current composition of the Commission is as follows:

Appointing Council Member	Planning Commissioner	Date Appointed
Yvette Brooks	Courtney Christiansen	12/12/2024
Joe Clarke	Matthew Howard	12/12/2024
Gerry Jensen	VACANT	
Melinda Orbach	Nathan Kieu	12/12/2024
Alexander Pedersen	Paul Estey	12/12/2024

Staff recommends that Council Member Jensen appoint a member to the Commission, in accordance with CMC Section 2.12.020. Staff has received 9 applications for this group, from the following:

1. James Weller
2. John Mulry
3. Mick Routh
4. Narendra Dev
5. Nicholas Brown
6. Peter Wilk
7. Rosamaria Garcia
8. TJ Welch
9. Trevor Whitcomb

Fiscal Impact: None.

Attachments:

1. Applications

https://www.dropbox.com/scl/fo/ogtqc5pxeroxta8zm4zkr/APc_ityEHeoOLeMXO1GKOgl?rlkey=hbk8kt42be4ut9kbfnhw67shy&st=82vlh6to&dl=0

Report Prepared By: Julia Gautho, City Clerk

Reviewed By: Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager