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Date: September 3, 2013

From: Jamie Goldstein, City Manager

Subject: *Capitola Local Government Academy*

I would like to invite you to apply for the Capitola Local Government Academy. The Academy is a program to provide local residents with a broad overview of your local government. The Academy will give you the opportunity to learn how different facets of local government work, and how you can become involved. The program goal is to promote participation and a greater understanding of the workings of our City and its part in the larger community. The mission of the program is to engage, educate and develop service-oriented individuals who live and/or work in Capitola for leadership roles in community and neighborhood organizations.

The Local Government Academy Program will be composed of four sessions beginning October 30 through January 15, 2014. Each meeting will be approximately 3 hours in length, beginning at 6:30 p.m. and ending at around 9:30 p.m. A light dinner will be served to all participants. Most of the meetings will be held on Wednesdays in City Hall's Council Chambers. There is no cost to participants.

The topics to be covered include: the history of Capitola; panels of local representatives from local agencies (including Santa Cruz Regional 911, Soquel Creek Water District, and the County); a comprehensive demonstration from all City departments including a police ride-along; an overview of the impact of regional, state, and federal issues on the City; and the opportunities for citizens to contribute locally. At completion, there will be a graduation ceremony at the January 23, 2014 City Council meeting.

There is already a great deal of interest in this program so we encourage you to apply as soon as possible in order to secure a space. Should you wish to accept our invitation to apply, kindly fill out the questionnaire enclosed and return it by October 1, 2013. We will notify selected Academy members by October 4, 2013. If you have any questions, please contact Lisa Murphy, Administrative Service Director at lmurphy@ci.capitola.ca.us or 475-7300

Thank you for your interest!