

**CAPITOLA CITY COUNCIL  
REGULAR MEETING MINUTES  
THURSDAY, SEPTEMBER 24, 2020 - 7 PM**

**CALL TO ORDER AND ROLL CALL**

Mayor Petersen called the meeting to order at 6 p.m.

Council Member Ed Bottorff: Remote, Council Member Jacques Bertrand: Remote, Council Member Sam Storey: Remote, Mayor Kristen Petersen: Remote, Vice Mayor Yvette Brooks: Remote.

No members of the public were present, and the Council adjourned to the virtual meeting with the following items to be discussed in Closed Session:

**CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION**

**(Gov' t Code § 54956.9(d)(2).)**

one potential case

**REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM**

**1. ROLL CALL AND PLEDGE OF ALLEGIANCE**

Council Member Ed Bottorff: Remote, Council Member Jacques Bertrand: Remote, Council Member Sam Storey: Remote, Mayor Kristen Petersen: Remote, Vice Mayor Yvette Brooks: Remote.

**2. PRESENTATIONS**

A. Introduction of New Capitola Police Officer Garcia

B. Dedicate Live-Saving Award to Capitola Police Officer Albert Gonzalez

**3. REPORT ON CLOSED SESSION**

**4. ADDITIONAL MATERIALS**

A. Item 9.C – two supporting materials

**5. ADDITIONS AND DELETIONS TO AGENDA - NONE**

**6. PUBLIC COMMENTS - NONE**

**7. CITY COUNCIL / STAFF COMMENTS**

Vice-Mayor Brooks spoke her support for the Black Lives Matter movement and honored Breonna Taylor.

Councilmember Bottorff welcomed Officer Garcia and commended Officer Gonzalez.

Councilmember Storey extended thanks to Alex Lucero and the Live Again Band for raising about \$13,000 for the local Fire Relief Fund with their recent virtual concert.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
September 24, 2020

Mayor Petersen announced the next community forum on racial justice and equity will take place virtually on December 2. She agreed that change must take place and acknowledged the good work local Capitola Police Department does for our City.

## 8. CONSENT CALENDAR

<b>MOTION:</b>	<b>ADOPT, APPROVE, AUTHORIZE, AND DETERMINE AS RECOMMENDED</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Botorff, Council Member
<b>SECONDER:</b>	Jacques Bertrand, Council Member
<b>AYES:</b>	Botorff, Bertrand, Storey, Petersen, Brooks

- A. Consider the September 10, 2020, City Council Regular Meeting Minutes  
RECOMMENDED ACTION: Approve minutes.
- B. August 20 and September 3, 2020, Planning Commission Action Minutes  
RECOMMENDED ACTION: Receive minutes.
- C. Approval of City Check Registers Dated August 7, August 14, August 21, August 28 and September 4.  
RECOMMENDED ACTION: Approve check registers.
- D. SB2 Grant Project Update and Sole Source Contract with Ben Noble Planning for Objective Design Standards  
RECOMMENDED ACTION: Receive on the City' s Senate Bill 2 (SB2) Grant Projects and authorize the City Manager to enter an agreement with Ben Noble Urban and Regional Planning in the amount of \$45,000 for the SB2 project to prepare Objective Design Standards for the City of Capitola zoning code.
- E. REAP Grant Resolution for Housing Element Update  
RECOMMENDED ACTION: Approve the proposed resolution authorizing application for, and receipt of, \$65,000 in Regional Early Action Planning (REAP) grant funds to update the Housing Element of the City' s General Plan.
- F. Consider Request to Fill Account Clerk Position Upon Its Vacancy  
RECOMMENDED ACTION: Authorize staff to recruit for and fill the three-quarter time Account Clerk position and utilize part-time temporary help during the recruitment process.
- G. Receive Update on the City's Pandemic Response  
RECOMMENDED ACTION: Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.

## 9. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Consider a Partnership with Santa Cruz County Parks for Recreation's Out-of-School Time Program  
RECOMMENDED ACTION: Authorize the City Manager to enter a Memorandum of

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
September 24, 2020

Understanding (MOU) with Santa Cruz County Parks to collect revenue and reimburse Capitola for up to \$125,000 for Capitola Recreation' s Out-of-School Time (OST) program.

Recreation Supervisor Bryant-LeBlond presented the staff report.

Councilmember Storey asked about the revised program revenue and expenses. Supervisor Bryant-LeBlond explained that in keeping expenses the same and receiving County reimbursement, the program fees can be lowered.

Councilmember Bertrand asked that if the MOU is authorized, Recreation staff offer scholarships to any applicants that were previously denied due to past lack of funding.

Vice-Mayor Brooks asked if the County anticipates offering a second installment of funds in the new year. Supervisor Bryant-LeBlond said that there have been no discussions about 2021. In response to a question, LeBlond said that eight families withdrew from the program due to a lack of affordability, and that current registration is around forty families. Vice-Mayor Brooks confirmed that the Capitola Foundation' s Go-Fund-Me is still accepting donations to go directly to the scholarship fund for the Out of School Time program.

There was no public comment.

Vice-Mayor Brooks requested that staff bring plans for 2021 funding in front of Council.

<b>MOTION:</b>	<b>AUTHORIZE MOU</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Sam Storey, Council Member
<b>SECONDER:</b>	Jacques Bertrand, Council Member
<b>AYES:</b>	Bottorff, Bertrand, Storey, Petersen, Brooks

**B. Receive Update Regarding City Website**

**RECOMMENDED ACTION:** Receive update and provide comments.

Interim City Clerk Woodmansee presented the staff report.

Councilmember Bertrand asked if the website would include information about the street-sweeping schedule. Councilmember Storey asked if the website' s search functionality would be improved. Staff replied yes to both questions.

There was no public comment.

Councilmember Bottorff thanked staff for taking on this project. Councilmember Bertrand agreed. Councilmember Storey thanked the Vice-Mayor for serving as the Council representative. The Mayor and Vice-Mayor also thanked staff.

**C. Capitola City Park Use Permits**

**RECOMMENDED ACTION:** Approve a temporary City Park Use Permit program for fitness and exercise classes during the COVID-19 pandemic.

Recreation Supervisor Bryant-LeBlond presented the staff report.

Councilmember Bertrand confirmed that the field can be shared by multiple parties.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
September 24, 2020

Councilmember Storey commented that this program is like the one allowing encroachment permits for restaurants to use parking spots as outdoor dining space, in which case the permit fees were waived by staff. Councilmember Storey asked about the reasoning behind charging for these permit fees. City Manager Goldstein explained that typically, parking spots are mostly used by a restaurant's specific patrons, whereas the City's parks are used by the entire public.

Vice-Mayor Brooks asked about the COVID-19 protocols for operation and if they are different or in addition to the County's. Staff confirmed that the California Department of Health has provided these protocols, to which most County's in the state have aligned, and highlighted that they are included in the applicant's packet as a reminder of necessary precautions.

Mayor Petersen confirmed that permits are for commercial park activity only and asked that staff refund anyone who pays for a permit and is then unable to use the park space due to other members of the public refusing to clear the space.

There was no public comment.

Councilmember Bottorff said he appreciated the program and sees that in charging a modified permit fee, a compromise to help business owners and be fair to staff time and City facilities.

Councilmember Storey requested that staff attempt to match activities and group sizes with the appropriate park when approving permit applications.

<b>MOTION:</b>	<b>APPROVE THE TEMPORARY PARK PERMIT PROGRAM</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Sam Storey
<b>SECONDER:</b>	Jacques Bertrand
<b>AYES:</b>	Bottorff, Bertrand, Storey, Petersen, Brooks

D. Consider a Resolution Approving Application for the State Parks Per Capita Grant Program

**RECOMMENDED ACTION:** Adopt resolution Authorizing Submission of an Application to California State Parks for Proposition 68 Per Capita Grant Funds

Public Works Director Jesberg presented the staff report and gave a brief overview of the Rispin Park Project.

Councilmember Storey asked about staging the project to correspond with current and future grant funding, which Director Jesberg agreed is possible.

Councilmember Bertrand said that the past community meetings had been heavily attended and that the park will be a nice compliment to the new library.

Vice-Mayor Brooks confirmed the deadline for the next grant application.

There was no public comment.

Councilmember Bottorff appreciated the project and funding opportunity.

Vice-Mayor Brooks asked that staff bring information forward about future grants, and to consider further ' active uses' for the project. Director Jesberg clarified that there could be

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
September 24, 2020

future community outreach in preparation for the future grant application.

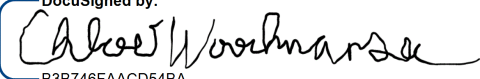
<b>MOTION:</b>	<b>ADOPT RESOLUTION AUTHORIZING GRANT APPLICATION</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Bottorff
<b>SECONDER:</b>	Sam Storey
<b>AYES:</b>	Bottorff, Bertrand, Storey, Petersen, Brooks

**10. ADJOURNMENT**

The meeting was closed at 8:30 pm.

DocuSigned by:  
  
 5A84A0BE54B641E  
 Kristen Petersen, Mayor

ATTEST:

DocuSigned by:  
  
 B3B746FAACD54BA  
 Chloé Woodmansee, Interim City Clerk

**APPROVED OCTOBER 8, 2020**