

City of Capitola Agenda

Mayor: Ed Botorff
Vice Mayor: Stephanie Harlan
Council Members: Jacques Bertrand
Dennis Norton
Michael Termini
Treasurer: Christine McBroom



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

TUESDAY, NOVEMBER 22, 2016

7:00 PM

**CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE, CAPITOLA, CA 95010**

**CLOSED SESSION – 6:00 PM
CITY MANAGER’S OFFICE**

An announcement regarding the items to be discussed in Closed Session will be made in the City Hall Council Chambers prior to the Closed Session. Members of the public may, at this time, address the City Council on closed session items only. There will be a report of any final decisions in City Council Chambers during the Open Session Meeting.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

[Govt. Code § 54957(b)]

City Council’s Performance Evaluation of the City Manager

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7:00 PM

All correspondences received prior to 5:00 p.m. on the Wednesday preceding a Council Meeting will be distributed to Councilmembers to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Councilmembers, nor be read by them prior to consideration of an item.

All matters listed on the Regular Meeting of the Capitola City Council Agenda shall be considered as Public Hearings.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Dennis Norton, Stephanie Harlan, Jacques Bertrand, Michael Termini and Mayor Ed Bottorff

2. PRESENTATIONS

A. Introduction of the new City of Capitola Police Chief Terry McManus

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

Additional information submitted to the City after distribution of the agenda packet.

A. Item 9.A. Public Communication regarding the Junior Guard Program

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

Oral Communications allows time for members of the Public to address the City Council on any item not on the Agenda. Presentations will be limited to three minutes per speaker. Individuals may not speak more than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue. All speakers are requested to print their name on the sign-in sheet located at the podium so that their name may be accurately recorded in the minutes. A MAXIMUM of 30 MINUTES is set aside for Oral Communications at this time.

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

City Council Members/City Treasurer/Staff may comment on matters of a general nature or identify issues for staff response or future council consideration.

8. CONSENT CALENDAR

All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Council votes on the action unless members of the public or the City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government.

Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
November 22, 2016

- A. Consider the October 27, 2016, and the November 10, 2016, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.
- B. Approval of City Check Registers Dated October 7, October 14, October 21, and October 28, 2016
RECOMMENDED ACTION: Approve Check Register Reports.
- C. Adoption of an Ordinance Amending Chapter 15.04 of the Capitola Municipal Code Pertaining to Building and Fire Model Codes to Become Effective January 1, 2017
RECOMMENDED ACTION: Adopt Ordinance.
- D. Approval of the Jade Street Tennis Court Slip Sheet Overlay Project Notice of Completion
RECOMMENDED ACTION: Approve and accept the Jade Street Tennis Court Slip Sheet Overlay Project as constructed by Vintage Contractors, Inc. as complete at a final cost of \$118,060; and authorize the Public Works Department to release the contract retention of \$11,806 in 35 days following the recordation of the Notice of Completion.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

All items listed in "General Government" are intended to provide an opportunity for public discussion of each item listed. The following procedure pertains to each General Government item: 1) Staff explanation; 2) Council questions; 3) Public comment; 4) Council deliberation; 5) Decision.

- A. Receive Report Regarding the Junior Guard Program
RECOMMENDED ACTION: Receive Report and provide direction.
- B. Report from the Santa Cruz County Sanitation District on the Soquel Pump Station Project
RECOMMENDED ACTION: Receive Report.
- C. Receive Report on Special Event Highlights and Issues for 2016
RECOMMENDED ACTION: Provide direction regarding changes to specific recurring special event permit conditions and if any additional review should be required for any 2017 special events.

10. ADJOURNMENT

Note: Any person seeking to challenge a City Council decision made as a result of a proceeding in which, by law, a hearing is required to be given, evidence is required to be taken, and the discretion in the determination of facts is vested in the City Council, shall be required to commence that court action within ninety (90) days following the date on which the decision becomes final as provided in Code of Civil Procedure §1094.6. Please refer to code of Civil Procedure §1094.6 to determine how to calculate when a decision becomes "final." Please be advised that in most instances the decision become "final" upon the City Council's announcement of its decision at the completion of the public hearing. Failure to comply with this 90-day rule will preclude any person from challenging the City Council decision in court.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
November 22, 2016

Notice regarding City Council: The City Council meets on the 2nd and 4th Thursday of each month at 7:00 p.m. (or in no event earlier than 6:00 p.m.), in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City's website: www.cityofcapitola.org and at Capitola City Hall and at the Capitola Branch Library, 2005 Wharf Road, Capitola, prior to the meeting. Agendas are also available at the Capitola Post Office located at 826 Bay Avenue, Capitola. Need more information? Contact the City Clerk's office at 831-475-7300.

Agenda Materials Distributed after Distribution of the Agenda Packet: Pursuant to Government Code §54957.5, materials related to an agenda item submitted after distribution of the agenda packet are available for public inspection at the Reception Office at City Hall, 420 Capitola Avenue, Capitola, California, during normal business hours.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

Televised Meetings: City Council meetings are cablecast "Live" on Charter Communications Cable TV Channel 8 and are recorded to be rebroadcasted at 8:00 a.m. on the Wednesday following the meetings and at 1:00 p.m. on Saturday following the first rebroadcast on Community Television of Santa Cruz County (Charter Channel 71 and Comcast Channel 25). Meetings are streamed "Live" on the City's website at www.cityofcapitola.org by clicking on the Home Page link "Meeting Video." Archived meetings can be viewed from the website at anytime.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: City Manager Department

SUBJECT: Introduction of the new City of Capitola Police Chief Terry McManus

Terry McManus has been selected as the City's new Police Chief. Terry will be responsible for continuing the community's high level of policing services, growing successful public safety outreach programs, and at the same time, providing an important perspective on the City's management team. Terry joins Capitola after serving the City of San Diego Police Department for 30 years and served most recently as Assistant Chief of Police in charge Centralized Investigations.

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to be "JG", is written over a horizontal line.

Jamie Goldstein, City Manager

11/18/2016

Sneddon, Su (ssneddon@ci.capitola.ca.us)

From: Chris Somple <somps1@comcast.net>
Sent: Tuesday, November 22, 2016 6:13 PM
To: City Council
Subject: Capitola Junior Lifeguard Program

Dear City Council,

My name is Chris Somple.

My family has been participating in the Capitola Junior Lifeguard Program for 30 consecutive years.

There are not enough superlatives in our language to describe how incredible this program is.

The training and values my children have learned through the Capitola JG program has literally shaped their identities, directed their lives and been an integral part of our family life.

My twin daughters, Summer and Kai, became Capitola Junior Lifeguards in 1986 and participated every summer for 12 years. They were on all the Regional Teams and competed at several USLA National Championships. Kai won the National Championships in Chicago when she was nine, Summer won a National Championship in San Diego when she was 17. When they turned 18, they both became instructors for 5 more years. They graduated from UC Davis, obtained their Doctorates in Physical Therapy and are now married with children in San Diego.

They recently told me **"Dad, we have come to realize that 30 percent of who we are today... our skills, our values, our identities... comes from Capitola Junior Lifeguards."**

Wow, all the influence and experiences with parents, teachers, coaches, friends, college, grad school, marriage, children, work... and their experience with the Capitola Junior Lifeguard Program is responsible for 30 percent of who they are.

My son, Max, became a Capitola Junior Lifeguard while my daughters were still instructors. He, too, participated for 12 years, competed on all the Regional Teams and won a USLA National Championship in Manhattan Beach when he was 11. He has been a Capitola Junior Lifeguard instructor

the past two summers. Max is a sophomore at UC Davis where he plays D-1 Waterpolo.

If you ask Max, he will probably tell you that 100 percent of who he is comes from Capitola Junior Lifeguards.

When he needed to write an essay when applying to colleges, he wrote about Capitola Junior Lifeguards.

His achievements in CSLSA and USLA competitions were an important part of both his college applications and his athletic resume during his recruiting from college waterpolo programs. He would not be the athlete or person he is today without his experience competing in Regional and National Junior Lifeguard competitions as a Capitola JG.

The Capitola JG program teaches our children:

- Respect
- Discipline
- Teamwork
- Goal Setting
- Dealing with failure and success

More than this, it provides a sense of community identity for these athletes that is passed on from generation to generation. **Capitola Junior Lifeguards are one extended family bridging decades.**

The City should be so proud of this program and what the participants have achieved. Competing against much larger programs, the Capitola Junior Lifeguard Regional Team consistently ranks 1st, 2nd or 3rd at the Regional Competitions.

I urge you to reinstate the Capitola Junior Lifeguard Program and obtain CSLSA certification.

These young athletes represent our City so well.
We need to let them compete.

Sincerely,

Chris Somple



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: City Manager Department

SUBJECT: Consider the October 27, 2016, and the November 10, 2016, Regular City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

DISCUSSION: Attached for City Council review and approval are the minutes of the subject meeting.

ATTACHMENTS:

1. Draft October 27, 2016, Regular Minutes
2. Draft November 10, 2016, Regular Minutes

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to be "JG", is written over a horizontal line.

Jamie Goldstein, City Manager

11/18/2016

DRAFT
CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, OCTOBER 27, 2016 - 7:00 PM

CLOSED SESSION – 6:00 PM

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Govt. Code § 54956.8)

Property: 4400 Jade Street, APN 034-551-02, Capitola, CA
 City Negotiator: Jamie Goldstein, City Manager
 Negotiating Parties: Soquel Union Elementary School District
 Under Negotiation: Terms of Joint Use Agreement

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

[Govt. Code § 54956.9(d)(1)]

(One case)

City of Capitola v. Water Rock Construction, Inc.
 Santa Clara Superior Court Case No. 16CV295795

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Councilmember Dennis Norton: Present, Mayor Ed Bottorff: Present, Council Member Jacques Bertrand: Present, Vice Mayor Stephanie Harlan: Present, Council Member Michael Termini: Present.

City Treasurer Christine McBroom was absent.

2. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the City Council discussed the following: (1) Water Rock Construction, Inc. v. City of Capitola existing litigation; and (2) conference with real property negotiator, City Manager Goldstein, regarding the terms of the Joint Use Agreement between the City and Soquel Union Elementary School District; there was no reportable action.

3. ADDITIONAL MATERIALS

City Clerk Sneddon stated that five additional materials were received for **Item No. 8.B.** regarding a Village Parklet Pilot Program.

4. ADDITIONS AND DELETIONS TO AGENDA (None provided)

CAPITOLA CITY COUNCIL REGULAR MEETING SUMMARY MINUTES
October 27, 2016

5. PUBLIC COMMENTS

Marshall Torre, Silicon Valley Turkey Trot representative, provided information regarding the upcoming Silicon Valley Turkey Trot 2016.

Gary Richard Arnold provided public comment.

Pam Greeninger, Historical Museum Board Secretary, stated that on November 1st evening there will be a community night at the Shadowbrook Restaurant where one-third of the sales will go to the Capitola Historical Museum.

Kristen Petersen, local resident, stated that there will be a Capitola Branch Community Meeting November 1st at 7:00 PM held at the Capitola Branch Library.

6. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Termini stated that the Capitola Village Halloween Parade will be held on Sunday at 2:00 PM. In addition, he stated that the Capitola Plein Air event starts on Saturday, November 5th.

Council Member Harlan reported on the recent meeting of the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties. In addition, she provided an update on a recent Soquel Cemetery meeting.

Mayor Bottorff reported on a recent Select Committee on South Bay Arrivals (FAA) meeting.

Council Member Bertrand provided an update on a Regional Climate Action Conference.

Public Works Director Jesberg provided an update regarding various Capital Improvement Program projects.

City Clerk Sneddon announced various openings on City boards/commissions/committees.

7. CONSENT CALENDAR

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| RESULT: | ADOPTED <u>ITEMS NO. 7.A. AND 7.B.</u> [UNANIMOUS] |
| MOVER: | Dennis Norton, Councilmember |
| SECONDER: | Stephanie Harlan, Vice Mayor |
| AYES: | Norton, Bottorff, Bertrand, Harlan, Termini |

A. Consider the September 29, 2016, and October 1, 2016, Special City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

B. Approval of City Check Registers dated September 2, September 9, September 16, September 23 and September 30, 2016[300-10]

RECOMMENDED ACTION: Approve Check Register Reports.

Attachment: Draft October 27, 2016, Regular Minutes (1315 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING SUMMARY MINUTES
October 27, 2016

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Receive a Report on the Widening of Capitola Wharf and Ten-Year Schedule of Improvements

RECOMMENDED ACTION: Accept a report on the widening of Capitola Wharf and 10-year expenditure plan update. If Measure F is successful, direct the Public Works Department to develop a plan for a Project Manager to oversee and manage the wharf and beach projects.

Brad Porter, Moffett Nickle, Consultant, provided information regarding this item.

Bob Edgren, local resident, suggested a bathroom be constructed at the foot of the wharf as well as the end with the restaurant. In addition, he stated concerns regarding how Measure F funds will be spent if approved by the voters.

Craig, local resident, stated regarding concerns how Measure F funds (if approved by the voters) how the funds would be spent.

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| RESULT: | RECEIVED REPORT ON THE WIDENING OF CAPITOLA WHARF AND TEN-YEAR SCHEDULE OF IMPROVEMENTS; PROVIDED DIRECTION TO STAFF THAT IF MEASURE "F" IS APPROVED BY THE VOTERS AT THE NOVEMBER 8, 2016, ELECTION THE PUBLIC WORKS DIRECTOR IS DIRECTED TO AGENDIZE THE APPROVAL OF A PROJECT MANAGER FOR THE WHARF WIDENING PROJECT ALONG WITH A TIMELINE FOR THE PROJECT; CONTRACT TO COMPLETE A DIVE INSPECTION OF THE WHARF STRUCTURE; PROVIDE AN APPRAISAL OF THE CONDITION OF THE BUILDINGS ON THE WHARF AND INCLUDE THE RELOCATION OF THE RESTROOM AND CONSTRUCTION OF A NEW RESTROOM AT THE BASE OF THE WHARF [UNANIMOUS] |
| MOVER: | Michael Termini, Council Member |
| SECONDER: | Dennis Norton, Council Member |
| AYES: | Norton, Bertrand, Harlan, Termini, Bottorff |

- B. Consideration of a Village Parklet Pilot Program [470-40]

RECOMMENDED ACTION: Accept presentation and provide direction.

The following local residents or business owners provided support for a Village Parklet Pilot Program:

- McKenzie Fullmer, Cava Restaurant owner
- Lance Eppard, Merchantile Property Manager
- Melissa , Caruso Tuscan Cuisine's owner
- Shey, Off the Block Desserts
- Craig
- Elise

CAPITOLA CITY COUNCIL REGULAR MEETING SUMMARY MINUTES
October 27, 2016

The following local residents or business owners provided opposition for a Village Parklet Pilot Program:

- Susan Westman, Planning Commissioner, stated that the Planning Commission unanimously did not recommend parklets in the Village because they take away parking spaces. She suggested that a Village parking study be completed prior to approval of parklets.
- Jill Anderson, St. John Helpful Shop Manager
- Pam Greeninger
- Nels Westman
- Ron Graves

Bob Edgren, local resident, provided comments regarding the proposed Village Parklet Pilot Program.

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| RESULT: | APPROVED [4 TO 1] A TWO-YEAR VILLAGE PARKLET PILOT PROGRAM WITH THE FOLLOWING CONDITIONS: (1) LOW-LEVEL LIGHTING PERMITTED; (2) LIMITED TO FOUR PARKING SPACES; (3) OPERATION PERIOD FROM 9:00 A.M. TO 9:00 P.M.; (4) LIMITED USAGES TO SAN JOSE AVENUE; AND (5) DEVELOP AN ANNUAL FEE STRUCTURE TO INCLUDE METER REVENUE ONLY (NOT INCLUDE IN LIEU FEES). FOLLOWING ROLL CALL VOTE: |
| MOVER: | Dennis Norton, Council Member |
| SECONDER: | Jacques Bertrand, Council Member |
| AYES: | Norton, Bertrand, Termini, Bottorff |
| NAYS: | Harlan |

- C. Consider Amendments to Various Finance Administrative Policies [100-10]
RECOMMENDED ACTION: Approve Amendments.

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| RESULT: | APPROVED AMENDMENTS TO THE FOLLOWING FINANCE ADMINISTRATIVE POLICIES: (1) III-3 FINANCIAL MANAGEMENT POLICY; (2) III-4 PURCHASING AND PROCUREMENT POLICY; (3) III-11 COLLECTIONS POLICY. [VOTE WAS UNANIMOUS] |
| MOVER: | Jacques Bertrand, Council Member |
| SECONDER: | Dennis Norton, Council Member |
| AYES: | Norton, Bertrand, Termini, Harlan, Bottorff |

- D. Authorize Participation in the Public Agencies' Post-Employment Benefits Trust Program

RECOMMENDED ACTION: Authorize participation in the Public Agencies' Post-Employment Benefits Trust Program to be administered by Public Agency Retirement Services (PARS) with U.S. Bank as trustee, appointing the City Manager as the Plan Administrator, and authorizing the City Manager to negotiate and execute the documents to implement the Program.

Gary Richard Arnold stated opposition in giving the City Manager authority to be the Plan Administrator and to negotiate and execute the documents to implement the

CAPITOLA CITY COUNCIL REGULAR MEETING SUMMARY MINUTES
October 27, 2016

Program

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| RESULT: | APPROVED PARTICIPATION IN THE PUBLIC AGENCIES' POST-EMPLOYMENT BENEFITS TRUST PROGRAM TO BE ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS) WITH U.S. BANK AS TRUSTEE, APPOINTING THE CITY MANAGER AS THE PLAN ADMINISTRATOR, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE THE DOCUMENTS TO IMPLEMENT THE PROGRAM. [UNANIMOUS] |
| MOVER: | Dennis Norton, Councilmember |
| SECONDER: | Michael Termini, Council Member |
| AYES: | Norton, Bottorff, Bertrand, Harlan, Termini |

- E. Consider Amendments to the Administrative Policy I-7 Regarding the Memorial Program [1040-50]

RECOMMENDED ACTION: Approve Amendment to Administrative Policy I-7.

Bob Edgren, local resident, commented on memorial tree planting.

Peter Wilk, local resident, provide comments about the memorial plaques.

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| RESULT: | APPROVED AMENDMENTS TO THE ADMINISTRATIVE POLICY I-7 REGARDING THE MEMORIAL PROGRAM WITH THE INCLUSION OF THE MEMORIAL TREES [UNANIMOUS] |
| MOVER: | Jacques Bertrand, Council Member |
| SECONDER: | Michael Termini, Council Member |
| AYES: | Norton, Bottorff, Bertrand, Harlan, Termini |

9. **ADJOURNMENT**

The meeting was closed at 10:10 PM.

Ed Bottorff, Mayor

ATTEST:

_____,CMC
Susan Sneddon, City Clerk

Attachment: Draft October 27, 2016, Regular Minutes (1315 : Approval of City Council Minutes)

**DRAFT MINUTES
CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, NOVEMBER 10, 2016
6:15 PM**

Mayor Bottorff called the meeting to order at 6:15 PM. He announced the items to be discussed in Closed Session, as follows:

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

[Govt. Code §54956.8]

Property: 2091 Wharf Road, APN 034-241-05, Capitola, CA
City Negotiator: Jamie Goldstein, City Manager
Negotiating Parties: Joseph K. and Debbie A. Genge
Under Negotiation: Terms for potential purchase of property by City

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

[Govt. Code §54956.9(d)(1)]

(One case)
City of Capitola v. Water Rock Construction, Inc.
Santa Clara Superior Court Case No. 16CV295795

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

[Govt. Code §54957(b)]

City Council's Performance Evaluation of the City Manager

Mayor Bottorff noted that there was no one in the audience; therefore, the City Council recessed at 6:15p.m. to the Closed Session in the City Manager's Office.

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Councilmember Dennis Norton: Present, Mayor Ed Bottorff: Present, Council Member Jacques Bertrand: Present, Vice Mayor Stephanie Harlan: Present, Council Member Michael Termini: Present.

City Treasurer Christine McBroom was absent.

2. PRESENTATIONS

A. Presentation Regarding New Brighton Middle School Art [330-30]

Roy Segura, New Brighton Middle School Art Teacher, was introduced. Mr. Segura introduced students that provided drawings displayed in the Council Chambers.

3. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the City Council discussed the following in Closed Session: (1) Conference with Real Property Negotiator City Manager Goldstein regarding property located at 2091 Wharf Road (APN 034-241-05), Capitola, CA; (2) City of Capitola v. Water Rock Construction, Inc. existing litigation; (3) City Manager's performance evaluation;

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

there was no reportable action.

4. ADDITIONAL MATERIALS

City Clerk Sneddon stated the following additional materials were received:

- A. Item 8.H. Public Communication regarding Installation of Blue Curbed Parking Spaces.
- B. Item 9.B. Public Communication regarding the Capitola Library Branch Location.

Public Works Director stated that the City Council was provided additional information regarding architectural costs for Noll and Tam for architectural services for the new Capitola Branch Library (**Item No. 9.B.**)

5. ADDITIONS AND DELETIONS TO AGENDA (None provided)

6. PUBLIC COMMENTS

Hank Ryan, local resident, provided comments regarding the PG&E tree trimming at Perry Park.

Council Member Harlan suggested notifying the neighbors about the trees being pruned at Perry Park.

Ron Graves, local resident, thanked the City for installing public restroom signage in the Village. He suggested constructing a restroom at the foot of the wharf. He also remarked on a parking issue at the Blue Gum/Riverview Avenue intersection on Monday mornings during garbage pickup.

Bob Edgren, local resident, requested that the City Council consider re-voting on the October 27, 2016, Council item regarding approving the Village Parklet Pilot Program (Program); he suggested that the Village merchants should have been notified about the Program and not just the property owners.

Erica, Sierra Club Member, stated issues regarding PG&E's tree trimming.

Council Member Harlan requested that staff contact the City's arborist to keep track of the PG&E tree trimming.

Jerome Paul, Paul Enterprises, provided comments regarding the City's water source options.

Jill Anderson, St. John Helpful Shop Manager, stated concerns that the merchants were not notified about the October 27, 2016, Council item regarding approving the Village Parklet Pilot Program.

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Harlan provided highlights from the recently attended California League of Cities Annual Conference.

Council Member Bertrand thanked the Capitola voters for passing Measure F. He also thanked City Manager Goldstein for organizing the Police Chief recruitment.

Council Member Termini stated that last weekend's second annual Plein Air Event last weekend was a success.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

Mayor Bottorff stated that the Santa Cruz County voters passed Measure D: County Transportation Tax Measure; funds will help with transportation improvements.

City Manager Goldstein announced that the City hired Terry McManus as the new Police Chief and he will start work on December 5th.

Public Works Director Jesberg provided an update regarding various Capital Improvement Program projects.

Assistant City Manager Laurent announced that McGregor Skate Park has been re-opened after a temporary closure due to graffiti.

City Clerk Sneddon announced various openings on City boards/commissions/committees.

8. CONSENT CALENDAR

Council Member Norton requested that **Item No. 8.D.** and **Item No. 8.E.** be pulled from the Consent Calendar.

Council Member Harlan requested that **Item No. 8.G.** be pulled from the Consent Calendar.

Council Member Termini requested that **Item No. 8.H.** be pulled from the Consent .

Mayor Norton stated that he is opposed to calling the October 12th holiday "Columbus Day" (**Item No. 8.D.**).

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| RESULT: | ADOPTED <u>ITEMS 8.B., 8.C., 8.D., 8.F.</u> [UNANIMOUS] |
| MOVER: | Dennis Norton, Council Member |
| SECONDER: | Stephanie Harlan, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

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| RESULT: | ADOPTED <u>ITEM 8.A.</u> |
| MOVER: | Dennis Norton, Council Member |
| SECONDER: | Stephanie Harlan, Council Member |
| AYES: | Bottorff, Bertrand, Norton, Termini |
| ABSTAIN: | Harlan |

A. Consider the October 13, 2016, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.

B. Receive Planning Commission Action Minutes for the Special and Regular Meetings of November 3, 2016
RECOMMENDED ACTION: Receive Minutes

C. Suspend Village Parking Meter and Pay Station Operation for Holiday Season [470-30]
RECOMMENDED ACTION: Authorize suspending parking meter and pay station operation to allow free three-hour parking in the Village Parking Meter Zone A(1) from November 24, 2016, through December 25, 2016.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

D. Approval of a Resolution Establishing Days for Closure of City Offices during the 2017 Calendar Year [630-10]

RECOMMENDED ACTION: Adopt the proposed Resolution establishing days for closure of City Offices during the 2017 Calendar Year.

E. Consider the 2017 Meeting Schedules for the City Council/Successor Agency and the Planning Commission/Architectural and Site Review Committee [520-40]

RECOMMENDED ACTION: Approve the 2017 City meeting schedules and direct staff to post this information at City Hall, the Capitola Branch Library, on the City's website, and distribute to department heads, newspapers, and various groups that regularly submit items to the City.

F. Approval of Resolution No. 4065 Amending the City's Bail Schedule to Add Fines Pursuant to Adopted Ordinances [390-20]

RECOMMENDED ACTION: Adopt the proposed Resolution repealing Resolution No. 4029 and amending the City's Bail Schedule, and direct staff to forward the new Schedule to the Santa Cruz County Court.

G. Consider a Contract with SZS Consulting Inc. for the Review and Update of the Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan [580-30/500-10 A/C: SZS Consulting Inc]

RECOMMENDED ACTION: Award a contract to SZS Consulting Inc. for the review and update of the City of Capitola ADA Self-Evaluation and Transition Plan in the amount of \$74,955.

THE FOLLOWING CONSENT CALENDAR ITEMS WERE VOTED ON SEPARATELY:

E. Consider the 2017 Meeting Schedules for the City Council/Successor Agency and the Planning Commission/Architectural and Site Review Committee [520-40]

RECOMMENDED ACTION: Approve the 2017 City meeting schedules and direct staff to post this information at City Hall, the Capitola Branch Library, on the City's website, and distribute to department heads, newspapers, and various groups that regularly submit items to the City.

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| RESULT: | THE COUNCIL DIRECTED STAFF TO AGENDIZE THE 2017 MEETING SCHEDULES FOR THE CITY COUNCIL/SUCCESSOR AGENCY AND THE PLANNING COMMISSION/ARCHITECTURAL AND SITE REVIEW COMMITTEE FOR THE DECEMBER 8, 2016, CITY COUNCIL MEETING WHEN NEW COUNCIL MEMBERS ARE SEATED [UNANIMOUS] |
| MOVER: | Dennis Norton, Council Member |
| SECONDER: | Michael Termini, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

D. Approval of a Resolution Establishing Days for Closure of City Offices during the 2017 Calendar Year [630-10]

RECOMMENDED ACTION: Adopt the proposed Resolution establishing days for closure of City Offices during the 2017 Calendar Year.

Attachment: Draft November 10, 2016, Regular Minutes (1315 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

| | |
|------------------|---|
| RESULT: | APPROVAL OF <u>RESOLUTION NO. 4064</u> ESTABLISHING DAYS FOR CLOSURE OF CITY OFFICES DURING THE 2017 CALENDAR YEAR [UNANIMOUS] |
| MOVER: | Michael Termini, Council Member |
| SECONDER: | Stephanie Harlan, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

G. Consider a Contract with SZS Consulting Inc. for the Review and Update of the Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan [580-30/500-10 A/C: SZS Consulting Inc]

RECOMMENDED ACTION: Award a contract to SZS Consulting Inc. for the review and update of the City of Capitola ADA Self-Evaluation and Transition Plan in the amount of \$74,955.

| | |
|------------------|--|
| RESULT: | APPROVAL TO AWARD A CONTRACT WITH SZS CONSULTING INC. FOR THE REVIEW AND UPDATE OF THE CITY OF CAPITOLA AMERICANS WITH DISABILITIES ACT (ADA) SELF-EVALUATION AND TRANSITION PLAN IN THE AMOUNT OF \$74,995 [UNANIMOUS] |
| MOVER: | Stephanie Harlan, Council Member |
| SECONDER: | Michael Termini, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

H. Consider Adopting an Administrative Policy Establishing Standards for Installation of Blue Curbed Parking Spaces on Public Streets within Residential Zones [100-10]

RECOMMENDED ACTION: Adopt Administrative Policy regarding requests for blue curbs on public streets.

| | |
|------------------|--|
| RESULT: | ADOPTED AN ADMINISTRATIVE POLICY ESTABLISHING STANDARDS FOR INSTALLATION OF BLUE CURBED PARKING SPACES ON PUBLIC STREETS WITHIN RESIDENTIAL ZONES [UNANIMOUS] |
| MOVER: | Michael Termini, Council Member |
| SECONDER: | Stephanie Harlan, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Update on the Groundwater Replenishment Project [1160-10]

RECOMMENDED ACTION: Consider Soquel Creek Water District request to support:

1. The Community Water Plan; and
2. Ongoing Water District efforts to evaluate the *Pure Water Soquel* project.

Bruce Daniels [Soquel Creek Water District Board President] and Melanie Schumacher [Associate Manager, Special Projects] provided the presentation.

Erica, Sierra Club representative, provided comments regarding the water supply in lieu options.

Jerome Paul, Paul Enterprises, provided comments regarding aquifer solutions.

Bob Edgren, local resident, provided comments regarding desalination units.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

There was City Council consensus to receive the update on the Groundwater Replenishment Project.

B. Consider Appointing Noll and Tam Architects for the Capitola Branch Library and Authorizing the City Manager to Negotiate a Final Contract with Noll and Tam in an amount not to exceed \$800,000 [230-10/500-10 A/C: Noll and Tam Architects]

RECOMMENDED ACTION: Take the following actions:

- 1. Award a contract to Noll and Tam for architectural services for the new Capitola Branch Library in an amount not to exceed \$800,000;
- 2. Authorize the City Manager to negotiate the final scope of the contract;
- 3. Approve the formation of an Ad Hoc Library Design Advisory Committee and appoint one City Councilmember to sit on the Committee.

Christopher Noll and David Tam provided a brief presentation.

Bob Edgren, local resident, provided comments regarding options for locations for the future Capitola Branch Library.

Barbara Gorson, Capitola Library Advisory Committee Chair, provided positive comments in support of Noll & Tam as the architects for the library.

Gayle Ortiz, Capitola Library Advisory Committee Member, provided comments supporting the selected local of the library.

Council Member Termini provided a motion to approve the following recommended actions, with Council Member Harlan provided a second to the motion:

- 1. Award a contract to Noll and Tam for architectural services for the new Capitola Branch Library in an amount not to exceed \$800,000;
- 2. Authorize the City Manager to negotiate the final scope of the contract;
- 3. Approve the formation of an Ad Hoc Library Design Advisory Committee and appoint a Council Member to sit on the Committee.

Council Member Harlan withdrew her second to the motion therefore there was no action on the motion.

| | |
|------------------|---|
| RESULT: | APPROVED TO AWARD A CONTRACT TO NOLL AND TAM FOR ARCHITECTURAL SERVICES FOR THE NEW CAPITOLA BRANCH LIBRARY IN AN AMOUNT NOT TO EXCEED \$800,000; AND TO AUTHORIZE THE CITY MANAGER TO NEGOTIATE THE FINAL SCOPE OF THE CONTRACT [UNANIMOUS] |
| MOVER: | Michael Termini, Council Member |
| SECONDER: | Stephanie Harlan, Council Member |
| AYES: | Bottorff, Bertrand, Harlan, Norton, Termini |

Attachment: Draft November 10, 2016, Regular Minutes (1315 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 10, 2016

RESULT: APPROVED THE FORMATION OF AN AD HOC LIBRARY DESIGN ADVISORY COMMITTEE (COMMITTEE); APPOINTED COUNCIL MEMBER TERMINI TO THE COMMITTEE; ADDED ONE AT-LARGE MEMBER TO THE COMMITTEE MEMBERSHIP, DIRECTED THE CITY CLERK TO ADVERTISE FOR THE AT LARGE POSITION. FOLLOWING IS THE MEMBERSHIP FOR THE COMMITTEE: (1) COUNCIL MEMBER TERMINI; (2) PUBLIC WORKS DIRECTOR JESBERG [WITH CITY MANAGER GOLDSTEIN ON AN AS-NEEDED BASIS]; (3) CONSULTING PROJECT MANAGER; (4) LIBRARY STAFF [APPOINTED BY THE LIBRARY DISTRICT]; (5) MEMBER OF THE LIBRARY ADVISORY COMMITTEE (LAC) [APPOINTED BY THE LAC]; AND (6) ONE AT-LARGE MEMBER. [UNANIMOUS]

MOVER: Stephanie Harlan, Council Member
SECONDER: Dennis Norton, Council Member
AYES: Bottorff, Bertrand, Harlan, Norton, Termini

C. Introduction of an Ordinance Amending Chapter 15.04 of the Capitola Municipal Code Pertaining to Building and Fire Model Codes [570-10]

RECOMMENDED ACTION: Introduction of an Ordinance amending Municipal Code Chapter 15.04 pertaining to building and fire codes.

Mike DeMars, Central Fire’s Fire Marshal, provided comments with the City adopting the Fire Code.

RESULT: APPROVE THE FIRST READING OF AN ORDINANCE AMENDING CHAPTER 15.04 OF THE CAPITOLA MUNICIPAL CODE PERTAINING TO BUILDING AND FIRE MODEL CODES [UNANIMOUS]

MOVER: Michael Termini, Council Member
SECONDER: Stephanie Harlan, Vice Mayor
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

10. ADJOURNMENT

The meeting was adjourned at 9:50 PM.

Ed Bottorff, Mayor

ATTEST:

_____,CMC
Susan Sneddon, City Clerk

Attachment: Draft November 10, 2016, Regular Minutes (1315 : Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: Finance Department

SUBJECT: Approval of City Check Registers Dated October 7, October 14, October 21, and October 28, 2016

RECOMMENDED ACTION: Approve Check Register Reports.

BACKGROUND: Check registers are attached for:

| Account: City Main | | | | |
|---------------------------|------------------|----------------|-----------------|--------------|
| Date | Starting Check # | Ending Check # | Check/EFT Count | Amount |
| 10/07/16 | 84846 | 84902 | 61 | \$201,260.30 |
| 10/14/16 | 84903 | 84964 | 62 | \$265,991.90 |
| 10/21/16 | 84965 | 85029 | 69 | \$255,021.90 |
| 10/28/16 | 85030 | 85085 | 59 | \$71,649.61 |

The check register of September 30, 2016, ended with check #84845.

| Account: Payroll | | | | |
|-------------------------|------------------|----------------|-----------------|--------------|
| Date | Starting Check # | Ending Check # | Check/EFT Count | Amount |
| 10/14/16 | 5001 | 5010 | 101 | \$154,162.20 |
| 10/28/16 | 5011 | 5018 | 96 | \$151,724.77 |

| Account: Library | | | | |
|-------------------------|------------------|----------------|-----------------|------------|
| Date | Starting Check # | Ending Check # | Check/EFT Count | Amount |
| 10/14/2016 | 1 | 1 | 1 | \$4,820.00 |
| 10/21/16 | 2 | 2 | 1 | \$114.76 |

Following is a list of checks issued for more than \$10,000.00 and a brief description of each expenditure:

| Check | Issued to: | Dept. | Description | Amount |
|--------|-------------------------|-------|---|-------------|
| 84897 | Visit Santa Cruz County | FN | Quarterly tourism marketing district remittance | \$58,204.85 |
| eft343 | CalPERS Member Services | FN | PERS contributions PPE 9-24-16 | \$50,703.94 |
| eft345 | IRS | FN | Federal taxes & Medicare | \$36,264.30 |
| 84924 | Gemini Forest Products | PW | Wharf lumber | \$10,200.17 |
| 84951 | SCC Anti-Crime Team | PD | Anti-crime team contribution | \$17,993.00 |

Approval of City Check Registers
November 22, 2016

| | | | | |
|--------|---|----|------------------------------------|--------------|
| 84964 | Granite Rock Company | PW | Street rehabilitation project | \$196,492.50 |
| 84965 | Alvarez Technology Group | CM | October & November IT support | \$14,200.00 |
| 84968 | Atchison, Barisone, Condotti & Kovacevich | CM | September legal services | \$19,180.13 |
| 85006 | PG&E | PW | Monthly utilities | \$14,602.53 |
| 85010 | SCC Auditor-Controller | PD | September citation processing | \$12,140.50 |
| 85018 | Soquel Creek Water District | PW | Monthly water usage and irrigation | \$10,860.63 |
| eft348 | IRS | FN | Federal taxes & Medicare | \$28,979.61 |
| eft351 | CalPERS Member Services | FN | PERS contributions PPE 10-08-16 | \$47,495.03 |
| 85049 | MuniServices, LLC | FN | Sales tax auditing & reporting | \$14,976.64 |

ATTACHMENTS:

1. 10-07-16 City Check Register
2. 10-14-16 City Check Register
3. 10-21-16 City Check Register
4. 10-28-16 City Check Register

Report Prepared By: Maura Herlihy
Account Technician

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

11/18/2016

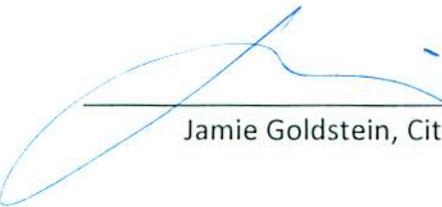
Accounts payable checks dated 10/07/2016, numbered 84846 to 84902, totaling \$103,779.15, plus 4 accounts payable efts totaling \$97,481.15, for a total disbursement of \$201,260.30, have been reviewed and authorized for distribution by the City Manager.

As of 10/07/2016, the unaudited cash balance is \$4,827,322.24.

CASH POSITION - CITY OF CAPITOLA 10/07/2016

| | <u>Net Balance</u> |
|---------------------------------------|------------------------------|
| General Fund | (\$113,776.99) |
| Payroll Payables | \$21,097.95 |
| Contingency Reserve Fund | \$1,893,345.66 |
| PERS Contingency Fund | \$300,000.00 |
| Facilities Reserve Fund | \$229,870.00 |
| Capital Improvement Fund | \$1,849,293.39 |
| Stores Fund | \$24,274.22 |
| Information Technology Fund | \$148,239.08 |
| Equipment Replacement | \$82,086.67 |
| Self Insurance Liability Fund | \$166,309.45 |
| Worker's Comp. Ins. Fund | \$221,601.79 |
| Compensated Absences Fund | \$16,188.59 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u><u>\$4,838,529.81</u></u> |

The Emergency Reserve Fund Balance is \$1,262,205.54 (not included above).



 Jamie Goldstein, City Manager

10/07/2016

 Date

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|---------|-------------|--------|--------------|---|-------------------------------|--------------------|
| 84846 | 09/30/2016 | Open | | | RYAN SAFTY | \$181.79 |
| | Invoice | | Date | Description | | Amount |
| | Safty093016 | | 09/30/2016 | printing of draft zoning code maps 1313- General Plan Update and Maint | | \$181.79 |
| 84847 | 10/07/2016 | Open | | | ADT SECURITY SERVICES INC. | \$128.23 |
| | Invoice | | Date | Description | | Amount |
| | 10192016 | | 09/28/2016 | Security services | | \$128.23 |
| 84848 | 10/07/2016 | Open | | | AFLAC | \$1,746.33 |
| | Invoice | | Date | Description | | Amount |
| | 127097 | | 09/30/2016 | September supplemental insurance 1001 - Payroll Payables | | \$1,746.33 |
| 84849 | 10/07/2016 | Open | | | ALPHA GRAPHICS | \$1,102.15 |
| | Invoice | | Date | Description | | Amount |
| | 41551 | | 10/04/2016 | Budget document printing (20 copies) | | \$1,102.15 |
| 84850 | 10/07/2016 | Open | | | ARCADIA PUBLISHING COMPANY | \$11.95 |
| | Invoice | | Date | Description | | Amount |
| | 20755979 | | 09/19/2016 | Museum book | | \$11.95 |
| 84851 | 10/07/2016 | Open | | | AUTOMATION TEST ASSOCIATES | \$40.00 |
| | Invoice | | Date | Description | | Amount |
| | 44093 | | 09/22/2016 | monthly wharf meter reading and billing calculation 1311 - Wharf Fund | | \$40.00 |
| 84852 | 10/07/2016 | Open | | | B & B SMALL ENGINE REPAIR | \$39.95 |
| | Invoice | | Date | Description | | Amount |
| | 358414 | | 09/26/2016 | Trimmer line, steel carab | | \$39.95 |
| 84853 | 10/07/2016 | Open | | | BIOBAG AMERICAS INC. | \$1,264.67 |
| | Invoice | | Date | Description | | Amount |
| | 444139 | | 09/28/2016 | Dog waste bags | | \$1,264.67 |
| 84854 | 10/07/2016 | Open | | | CA DEPARTMENT OF CONSERVATION | \$494.44 |
| | Invoice | | Date | Description | | Amount |
| | DOC093016 | | 09/30/2016 | 1st QTR FY16/17 strong motion and seismic hazard fee | | \$494.44 |
| 84855 | 10/07/2016 | Open | | | CALE AMERICA INC. | \$1,996.02 |
| | Invoice | | Date | Description | | Amount |
| | 142391 | | 09/30/2016 | Playstation antipin assembly | | \$167.02 |
| | 142183 | | 09/30/2016 | Monthly CALE playstation charges | | \$1,829.00 |
| 84856 | 10/07/2016 | Open | | | CALIFORNIA BUILDING STANDARDS | \$177.30 |
| | Invoice | | Date | Description | | Amount |
| | CBSC093016 | | 09/30/2016 | 1st QTR FY16/17 permit fees | | \$177.30 |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|---------|----------------|--------|--------------|---|-------------------------------------|-----------------|
| 84857 | 10/07/2016 | Open | | | CALIFORNIA COAST UNIFORM COMPANY | \$75.00 |
| | Invoice | | Date | Description | | Amount |
| | 4972 | | 09/29/2016 | Booth uniform alterations | | \$60.00 |
| | 4917 | | 08/29/2016 | Weagle uniform alterations | | \$15.00 |
| 84858 | 10/07/2016 | Open | | | CAPITOLA PEACE OFFICERS ASSOCIATION | \$42.00 |
| | Invoice | | Date | Description | | Amount |
| | POA093016 | | 09/30/2016 | Gonzalez September gym membership adjustment 1001 - Payroll Payables | | \$42.00 |
| 84859 | 10/07/2016 | Open | | | CLASSIC VAPOR CLEANERS | \$565.48 |
| | Invoice | | Date | Description | | Amount |
| | CVC100316 | | 10/03/2016 | September uniform cleaning | | \$565.48 |
| 84860 | 10/07/2016 | Open | | | COMPLETE MAILING SERVICE INC. | \$1,177.91 |
| | Invoice | | Date | Description | | Amount |
| | 1081 | | 09/26/2016 | Mail Service Late Fall brochure | | \$1,177.91 |
| 84861 | 10/07/2016 | Open | | | CPS | \$502.70 |
| | Invoice | | Date | Description | | Amount |
| | SOP42618 | | 10/03/2016 | hiring exam materials - executive secretary | | \$502.70 |
| 84862 | 10/07/2016 | Open | | | D & G SANITATION | \$1,129.41 |
| | Invoice | | Date | Description | | Amount |
| | 234691 | | 09/30/2016 | Fencing rental | | \$54.25 |
| | 234692 | | 09/30/2016 | Wharf portable toilets | | \$479.22 |
| | 234693 | | 09/30/2016 | Parking lot portable toilets | | \$170.33 |
| | 234694 | | 09/30/2016 | McGregor portable toilets | | \$425.83 |
| | | | | 1000 - General Fund | \$650.41 | |
| | | | | 1311 - Wharf Fund | \$479.22 | |
| 84863 | 10/07/2016 | Open | | | DAVID SCOTT COBABE | \$2,076.10 |
| | Invoice | | Date | Description | | Amount |
| | Cobabe100416 | | 10/04/2016 | Early Fall Instructor Payment 2016 | | \$2,076.10 |
| 84864 | 10/07/2016 | Open | | | DAWN MAC LAUGHLIN | \$627.11 |
| | Invoice | | Date | Description | | Amount |
| | MacLaugh100416 | | 10/04/2016 | Early Fall Instructor Payment 2016 | | \$627.11 |
| 84865 | 10/07/2016 | Open | | | DEPARTMENT OF PESTICIDE REGULATION | \$120.00 |
| | Invoice | | Date | Description | | Amount |
| | DPR100707 | | 10/07/2016 | Pesticide license renewals - Bunter and Franchi | | \$120.00 |
| 84866 | 10/07/2016 | Open | | | Division of the State Architect | \$17.40 |
| | Invoice | | Date | Description | | Amount |
| | DSA093016 | | 09/30/2016 | Quarterly disability access and education fee report | | \$17.40 |
| 84867 | 10/07/2016 | Open | | | ED MORRISON | \$2,975.00 |
| | Invoice | | Date | Description | | Amount |
| | 2017-03 | | 10/03/2016 | September public works inspections | | \$2,975.00 |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Amount | Transaction Amount |
|---------|-----------------|--------|--------------|---|---------------------------------|------------|--------------------|
| 84868 | 10/07/2016 | Open | | | EWING IRRIGATION | | \$333.4 |
| | Invoice | | Date | Description | | Amount | |
| | 2205216 | | 09/20/2016 | Irrigation supplies | | \$23.56 | |
| | 2205217 | | 09/20/2016 | Irrigation supplies | | \$13.53 | |
| | 2212657 | | 09/21/2016 | Irrigation supplies | | \$32.51 | |
| | 2226907 | | 09/23/2016 | Irrigation supplies | | \$35.16 | |
| | 2250469 | | 09/28/2016 | Erosion control | | \$114.36 | |
| | 2265404 | | 09/30/2016 | Erosion control | | \$114.36 | |
| 84869 | 10/07/2016 | Open | | | FARWEST NURSERY | | \$7.77 |
| | Invoice | | Date | Description | | Amount | |
| | 54642 | | 09/09/2016 | Plants | | \$7.77 | |
| 84870 | 10/07/2016 | Open | | | GEORGE H WILSON INC | | \$450.00 |
| | Invoice | | Date | Description | | Amount | |
| | 117504 | | 09/29/2016 | Annual maintenance lawn way pump | | \$450.00 | |
| 84871 | 10/07/2016 | Open | | | ICMA RETIREMENT TRUST 457 | | \$505.33 |
| | Invoice | | Date | Description | | Amount | |
| | 41256258 | | 09/30/2016 | Escalante - final check 457 contribution 1001 - Payroll Payables | | \$505.33 | |
| 84872 | 10/07/2016 | Open | | | INTERWEST CONSULTING GROUP INC. | | \$528.24 |
| | Invoice | | Date | Description | | Amount | |
| | 29369 | | 09/29/2016 | Plan review services | | \$528.24 | |
| 84873 | 10/07/2016 | Open | | | JAMIE GOLDSTEIN | | \$274.32 |
| | Invoice | | Date | Description | | Amount | |
| | Goldstein091516 | | 09/15/2016 | JPA conference mileage reimbursement | | \$274.32 | |
| 84874 | 10/07/2016 | Open | | | LABORMAX STAFFING | | \$993.46 |
| | Invoice | | Date | Description | | Amount | |
| | 26-67474 | | 09/30/2016 | Seasonal labor | | \$993.46 | |
| 84875 | 10/07/2016 | Open | | | LIUNA PENSION FUND | | \$1,341.60 |
| | Invoice | | Date | Description | | Amount | |
| | CS3662 | | 09/30/2016 | September LIUNA dues 1001 - Payroll Payables | | \$1,341.60 | |
| 84876 | 10/07/2016 | Open | | | MACKAY METERS INC | | \$371.03 |
| | Invoice | | Date | Description | | Amount | |
| | 1044675 | | 06/30/2016 | June meter and credit card transaction fees | | \$371.03 | |
| 84877 | 10/07/2016 | Open | | | MID COUNTY AUTO SUPPLY | | \$238.62 |
| | Invoice | | Date | Description | | Amount | |
| | 8228 | | 09/07/2016 | interior brush | | \$7.60 | |
| | 8183 | | 09/07/2016 | air filter, turn rotors | | \$50.48 | |
| | 8131 | | 09/07/2016 | hi temp red paint, v-kit | | \$109.61 | |
| | 9301 | | 09/16/2016 | drip pan | | \$54.27 | |
| | 9495 | | 09/19/2016 | oil filters | | \$16.62 | |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|---------|------------|--------|--------------|---|--------------------------------------|--------------------|
| 84878 | 10/07/2016 | Open | | | MILLER'S TRANSFER & STORAGE CO. | \$212.00 |
| | Invoice | | Date | Description | | Amount |
| | 88297 | | 10/01/2016 | Monthly record storage and warehouse handling | | \$212.85 |
| 84879 | 10/07/2016 | Open | | | MISSION LINEN SUPPLY | \$991.00 |
| | Invoice | | Date | Description | | Amount |
| | 503186759 | | 08/29/2016 | Center mats & mops | | \$63.65 |
| | 503206801 | | 08/31/2016 | Linen & mat service | | \$102.15 |
| | 503245067 | | 09/05/2016 | Mats for PD | | \$45.39 |
| | 503260037 | | 09/07/2016 | linen service | | \$31.80 |
| | 503206800 | | 08/31/2016 | linen service | | \$31.80 |
| | 503293723 | | 09/12/2016 | recreation mats & mops | | \$63.65 |
| | 503012489 | | 08/08/2016 | Linen service | | \$102.15 |
| | 502985320 | | 08/08/2016 | Linen service | | \$15.00 |
| | 503260038 | | 09/07/2016 | Linen service | | \$79.68 |
| | 503314101 | | 09/14/2016 | linen service, shop towels | | \$31.80 |
| | 503314102 | | 09/14/2016 | Linen & mat service, towels | | \$102.15 |
| | 503383288 | | 09/26/2016 | Mat service, dust mop | | \$63.65 |
| | 503334944 | | 09/19/2016 | Mat service for PD | | \$45.39 |
| | 503363929 | | 09/21/2016 | Linen service | | \$79.68 |
| | 503363928 | | 09/21/2016 | linen service, shop towels | | \$31.80 |
| | 503400606 | | 09/28/2016 | Linen & mat service | | \$102.15 |
| 84880 | 10/07/2016 | Open | | | MONTEREY BAY ANALYTICAL SERVICES INC | \$520.00 |
| | Invoice | | Date | Description | | Amount |
| | 21541 | | 10/03/2016 | Esplanade & Riverview annual sample testing | | \$520.00 |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|---------|--------------|--------|--------------|-------------------------------------|--------------------------|--------------------|
| 84881 | 10/07/2016 | Open | | | ORCHARD SUPPLY HARDWARE | \$517. |
| | Invoice | | Date | Description | | Amount |
| | 037368 | | 09/15/2016 | Extension bar | | \$9.29 |
| | 064083 | | 09/16/2016 | Rodent control | | \$27.87 |
| | 021669 | | 09/20/2016 | Bark chips | | \$10.32 |
| | 064459 | | 09/21/2016 | Cable ties | | \$14.97 |
| | 042280 | | 09/22/2016 | Batteries | | \$26.84 |
| | 021871 | | 09/22/2016 | Primer, floor brush | | \$36.95 |
| | 048565 | | 09/06/2016 | Caulk gun | | \$21.67 |
| | 063456 | | 09/09/2016 | Rags | | \$4.64 |
| | 041303 | | 09/18/2016 | Sponge | | \$7.22 |
| | 021746 | | 09/21/2016 | Tools | | \$40.57 |
| | 038956 | | 09/21/2016 | Tape measure, cable ties, loctite | | \$61.05 |
| | 021967 | | 09/22/2016 | Painting supplies | | \$9.79 |
| | 022841 | | 09/26/2016 | Bolts and washers | | \$4.05 |
| | 030813 | | 09/27/2016 | Drip irrigation supplies | | \$13.93 |
| | 156809 | | 09/28/2016 | Mag nut driver set | | \$13.42 |
| | 035772 | | 09/08/2016 | Rope | | \$46.47 |
| | 054984 | | 09/08/2016 | Line and plumb bob | | \$14.12 |
| | 049355 | | 09/10/2016 | Graffiti supplies | | \$6.18 |
| | 064704 | | 09/25/2016 | Paint roller | | \$8.24 |
| | 056957 | | 09/27/2016 | Cleaning supplies | | \$23.22 |
| | 031234 | | 09/29/2016 | Spray paint | | \$3.09 |
| | 057305 | | 09/29/2016 | Paint, staples, air freshner | | \$13.18 |
| | 031231 | | 09/29/2016 | Bolts and nuts | | \$20.43 |
| | 023453 | | 09/30/2016 | Paint and drill bits | | \$48.94 |
| | 043732 | | 10/01/2016 | Painting supplies | | \$21.59 |
| | 024469 | | 10/03/2016 | Exterior screw | | \$9.29 |
| | | | | 1000 - General Fund | \$475.52 | |
| | | | | 2211 - ISF - Information Technology | \$41.81 | |
| 84882 | 10/07/2016 | Open | | | PALACE OFFICE SUPPLIES | \$550. |
| | Invoice | | Date | Description | | Amount |
| | 391248-0 | | 09/28/2016 | pens, paper, calendars, desk pad | | \$228.70 |
| | 391364-0 | | 09/29/2016 | calendar | | \$14.38 |
| | 9310548-0 | | 09/30/2016 | Museum envelopes, notes | | \$7.60 |
| | 390798-0 | | 09/27/2016 | Bags for coin collection | | \$52.71 |
| | 391110-0 | | 09/28/2016 | Coin deposit bags | | \$222.46 |
| | 9312042-0 | | 10/05/2016 | Museum supplies | | \$24.59 |
| | | | | 1000 - General Fund | \$307.36 | |
| | | | | 2210 - ISF - Stores Fund | \$243.08 | |
| 84883 | 10/07/2016 | Open | | | Paula Yoshiko Suzuki | \$218. |
| | Invoice | | Date | Description | | Amount |
| | Suzuki100316 | | 10/03/2016 | Early Fall Instructor Payment 2016 | | \$218.40 |
| | | | | 1000 - General Fund | | |
| 84884 | 10/07/2016 | Open | | | ROYAL WHOLESALE ELECTRIC | \$153. |
| | Invoice | | Date | Description | | Amount |
| | 7719-608219 | | 09/27/2016 | Emergency lights | | \$153.34 |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|---------|---------------|--------|--------------|--|--|--------------------|
| 84885 | 10/07/2016 | Open | | | SANTA CRUZ COUNTY INFORMATION SERVICES | \$521.99 |
| | Invoice | | Date | Description | | Amount |
| | 10/21/16 | | 09/21/2016 | October open query service | | \$521.99 |
| 84886 | 10/07/2016 | Open | | | SIGN WAVE | \$324.75 |
| | Invoice | | Date | Description | | Amount |
| | 2924 | | 09/21/2016 | McGregor pump track signs | | \$324.75 |
| 84887 | 10/07/2016 | Open | | | SIRCHIE | \$530.32 |
| | Invoice | | Date | Description | | Amount |
| | 0271655-IN | | 09/21/2016 | Evidence supplies | | \$214.34 |
| | 0271769-IN | | 09/22/2016 | Evidence boxes & tags | | \$316.32 |
| 84888 | 10/07/2016 | Open | | | SOQUEL CREEK ANIMAL HOSPITAL | \$1,264.74 |
| | Invoice | | Date | Description | | Amount |
| | 42878 | | 09/02/2016 | K-9 Maverick exam, shots, radiology services | | \$1,264.74 |
| 84889 | 10/07/2016 | Open | | | SPECTRUM BUSINESS | \$3,064.62 |
| | Invoice | | Date | Description | | Amount |
| | SB091916 | | 09/19/2016 | monthly internet service | | \$3,064.62 |
| | | | | 1000 - General Fund | \$1,153.27 | |
| | | | | 2211 - ISF - Information Technology | \$1,911.35 | |
| 84890 | 10/07/2016 | Open | | | SUMMIT UNIFORMS | \$1,346.82 |
| | Invoice | | Date | Description | | Amount |
| | 35300 | | 09/22/2016 | Boots for S. Ryan | | \$325.16 |
| | 35504 | | 09/30/2016 | M. Gonzalez uniform | | \$1,021.82 |
| 84891 | 10/07/2016 | Open | | | T MOBILE | \$7,136.64 |
| | Invoice | | Date | Description | | Amount |
| | TM071316 | | 07/13/2016 | July cell phone usage | | \$3,394.16 |
| | TM091316 | | 09/13/2016 | September cell phone usage | | \$3,742.64 |
| 84892 | 10/07/2016 | Open | | | THE CLEANING MACHINE INC. | \$510.00 |
| | Invoice | | Date | Description | | Amount |
| | 6100 | | 08/18/2016 | Sidewalk cleaning | | \$510.00 |
| 84893 | 10/07/2016 | Open | | | TOM HELD | \$825.00 |
| | Invoice | | Date | Description | | Amount |
| | Held10032016 | | 10/03/2016 | Education reimbursement - T. Held | | \$825.00 |
| 84894 | 10/07/2016 | Open | | | UNITED PARCEL SERVICE | \$24.26 |
| | Invoice | | Date | Description | | Amount |
| | 0000954791356 | | 08/27/2016 | Shipping | | \$9.99 |
| | 0000954791406 | | 10/01/2016 | Shipping | | \$14.26 |
| 84895 | 10/07/2016 | Open | | | UNITED WAY OF SANTA CRUZ COUNTY | \$35.00 |
| | Invoice | | Date | Description | | Amount |
| | UW093016 | | 09/30/2016 | United Way contributions 9/30/16 pay day | | \$35.00 |
| | | | | 1001 - Payroll Payables | | |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amot |
|--------------------|--------------|--------|--------------|--|---------------------------------|--------------------|
| 84896 | 10/07/2016 | Open | | | US BANK PARS | \$221. |
| | Invoice | | Date | Description | | Amount |
| | PARS093016 | | 09/30/2016 | PARS contributions PPE 09-24-16 1001 - Payroll Payables | | \$221.83 |
| 84897 | 10/07/2016 | Open | | | VISIT SANTA CRUZ COUNTY | \$58,204. |
| | Invoice | | Date | Description | | Amount |
| | VSCC093016 | | 09/30/2016 | July - September TMD | | \$58,204.85 |
| 84898 | 10/07/2016 | Open | | | WHEELCHAIRS OF SAN MATEO & TECH | \$4,524. |
| | Invoice | | Date | Description | | Amount |
| | 9520 | | 09/29/2016 | Irao wheelchair repairs | | \$4,524.76 |
| 84899 | 10/07/2016 | Open | | | Liu Zhuo | \$39. |
| | Invoice | | Date | Description | | Amount |
| | Zhuo092816 | | 09/28/2016 | Refund cite 166126655 | | \$39.00 |
| 84900 | 10/07/2016 | Open | | | Raymond Gordon | \$30. |
| | Invoice | | Date | Description | | Amount |
| | Gordon100316 | | 10/03/2016 | Refund cite 188124141 | | \$30.00 |
| 84901 | 10/07/2016 | Open | | | Roccio Coburn | \$380. |
| | Invoice | | Date | Description | | Amount |
| | Coburn100316 | | 10/03/2016 | Refund cite 188123520 | | \$380.00 |
| 84902 | 10/07/2016 | Open | | | Rose Mary Brown | \$94. |
| | Invoice | | Date | Description | | Amount |
| | 2002751.002 | | 09/30/2016 | Class Refund | | \$94.70 |
| Type Check Totals: | | | | | 57 | \$103,779. |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/07/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transacti Amo |
|------------------|---------------|--------|--------------|--|----------------------------------|------------------|
| EFT | | | | | | |
| 343 | 10/04/2016 | Open | | | CalPERS Member Services Division | \$50,703 |
| | Invoice | | Date | Description | | Amount |
| | 1000762966-9 | | 10/04/2016 | PERS contributions 9/30/16 pay day | | \$50,703.94 |
| | | | | 1000 - General Fund | (\$0.25) | |
| | | | | 1001 - Payroll Payables | \$50,704.19 | |
| 344 | 10/04/2016 | Open | | | EMPLOYMENT DEVELOPMENT DEPT | \$9,395 |
| | Invoice | | Date | Description | | Amount |
| | 1-063-095-936 | | 10/04/2016 | State taxes 9/30/16 pay day | | \$9,395.07 |
| | | | | 1001 - Payroll Payables | | |
| 345 | 10/04/2016 | Open | | | INTERNAL REVENUE SERVICE | \$36,264 |
| | Invoice | | Date | Description | | Amount |
| | 01379410 | | 10/04/2016 | Federal taxes and Medicare 9/30/16 pay day | | \$36,264.30 |
| | | | | 1001 - Payroll Payables | | |
| 346 | 10/01/2016 | Open | | | STATE DISBURSEMENT UNIT | \$1,117 |
| | Invoice | | Date | Description | | Amount |
| | B5VFIXE6657 | | 10/01/2016 | Garnishments PPE 09-24-16 | | \$1,117.84 |
| | | | | 1001 - Payroll Payables | | |
| Type EFT Totals: | | | | | 4 | \$97,481 |

Attachment: 10-07-16 City Check Register (1292 : Approval of City Check Registers)

| CITY - Main City Totals | Counts: | Totals |
|-------------------------|---------|--------------|
| Checks | 57 | \$103,779 |
| EFTs | 4 | \$97,481 |
| All | 61 | \$201,260... |

Accounts payable checks dated 10/14/2016, numbered 84903 to 84964, totaling \$265,991.90, plus 10 payroll checks and 91 payroll EFTs totaling \$154,162.20, for a total disbursement of \$420,154.10, have been reviewed and authorized for distribution by the City Manager.

As of 10/14/2016, the unaudited cash balance is \$4,510,627.80.

CASH POSITION - CITY OF CAPITOLA 10/14/2016

| | <u>Net Balance</u> |
|---------------------------------------|------------------------------|
| General Fund | (\$355,918.35) |
| Payroll Payables | \$137,489.60 |
| Contingency Reserve Fund | \$1,893,345.66 |
| PERS Contingency Fund | \$300,000.00 |
| Facilities Reserve Fund | \$229,870.00 |
| Capital Improvement Fund | \$1,652,800.89 |
| Stores Fund | \$23,858.37 |
| Information Technology Fund | \$146,285.92 |
| Equipment Replacement | \$78,795.88 |
| Self Insurance Liability Fund | \$166,309.45 |
| Worker's Comp. Ins. Fund | \$221,601.79 |
| Compensated Absences Fund | \$16,188.59 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u><u>\$4,510,627.80</u></u> |

The Emergency Reserve Fund Balance is \$1,262,205.54 (not included above).



 Jamie Goldstein, City Manager

10/14/2016

 Date

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|---------|------------|--------|--------------|---|--------------------------------|--------------------|
| 84903 | 10/14/2016 | Open | | Licensing Refund | TATSYANA PRODUCTIONS | \$85.00 |
| | | | | Licensee Type | | Transaction Type |
| | | | | Business | | Pre-Payment |
| | | | | Licensee Number | | |
| | | | | 2992 | | |
| 84904 | 10/14/2016 | Open | | | ADRIENNE HARRELL | \$912.60 |
| | | | | Invoice | | Amount |
| | | | | 2017-00000277 | | \$912.60 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Early Fall Instructor Payments 2016 | | |
| 84905 | 10/14/2016 | Open | | | AIMEE FITZGERALD | \$509.60 |
| | | | | Invoice | | Amount |
| | | | | 2017-00000273 | | \$509.60 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Early Fall Instructor Payments 2016 | | |
| 84906 | 10/14/2016 | Open | | | ANDREW PORTER | \$629.20 |
| | | | | Invoice | | Amount |
| | | | | 2017-00000285 | | \$629.20 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Early Fall Instructor Payments 2016 | | |
| 84907 | 10/14/2016 | Open | | | ANGELA BRUMFELD | \$195.00 |
| | | | | Invoice | | Amount |
| | | | | Brumfeld100716 | | \$195.00 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Early Fall Instructor Payments 2016 | | |
| 84908 | 10/14/2016 | Open | | | ARCADIA PUBLISHING COMPANY | \$157.83 |
| | | | | Invoice | | Amount |
| | | | | 20759538 | | \$157.83 |
| | | | | Date | | |
| | | | | 09/29/2016 | | |
| | | | | Description | | |
| | | | | Books for museum (12) | | |
| 84909 | 10/14/2016 | Open | | | BAY PHOTO LAB | \$17.36 |
| | | | | Invoice | | Amount |
| | | | | 5898393 | | \$17.36 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Picture frame | | |
| 84910 | 10/14/2016 | Open | | | BEAR ELECTRICAL SOLUTIONS INC. | \$1,997.00 |
| | | | | Invoice | | Amount |
| | | | | 3863 | | \$616.00 |
| | | | | 09/30/2016 | | |
| | | | | Description | | |
| | | | | September traffic signal maintenance - Routine | | |
| | | | | 3862 | | \$1,381.00 |
| | | | | 09/30/2016 | | |
| | | | | Description | | |
| | | | | Septemer traffic signal maintenance - response | | |
| | | | | 1310 - Gas Tax Fund | | |
| 84911 | 10/14/2016 | Open | | | BECKY ADAMS | \$111.15 |
| | | | | Invoice | | Amount |
| | | | | 2017-00000264 | | \$111.15 |
| | | | | Date | | |
| | | | | 10/07/2016 | | |
| | | | | Description | | |
| | | | | Early Fall Instructor Payments 2016 | | |
| 84912 | 10/14/2016 | Open | | | BIG CREEK LUMBER | \$119.70 |
| | | | | Invoice | | Amount |
| | | | | 648998 | | \$119.70 |
| | | | | Date | | |
| | | | | 10/11/2016 | | |
| | | | | Description | | |
| | | | | Straw wattle | | |
| 84913 | 10/14/2016 | Voided | | | BOGARD CONSTRUCTION INC | \$4,820.00 |
| | | | | Invoice | | Amount |
| | | | | 160707.01 | | \$4,820.00 |
| | | | | Date | | |
| | | | | 09/30/2016 | | |
| | | | | Description | | |
| | | | | Library project management services - initial startup | | |
| | | | | 1360 - Library Fund | | |
| 84914 | 10/14/2016 | Open | | | CALE AMERICA INC. | \$1,062.90 |
| | | | | Invoice | | Amount |
| | | | | 142398 | | \$936.50 |
| | | | | 10/06/2016 | | |
| | | | | Description | | |
| | | | | Parking decals, cable, keypad | | |
| | | | | 142401 | | \$126.47 |
| | | | | 10/06/2016 | | |
| | | | | Description | | |
| | | | | Wharf paystation parts | | |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|---------|------------------|--------|--------------|--|-----------------------------------|--------------------|
| 84915 | 10/14/2016 | Open | | | CHARMAINE MONIZ | \$114.40 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000282 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$114.40 |
| 84916 | 10/14/2016 | Open | | | CHERYL PETERSON | \$136.50 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000284 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$136.50 |
| 84917 | 10/14/2016 | Open | | | CHUCK DICKS | \$419.90 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000268 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$419.90 |
| 84918 | 10/14/2016 | Open | | | CLAUDIO FRANCA | \$195.00 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000276 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$195.00 |
| 84919 | 10/14/2016 | Open | | | COMMUNITY PRINTERS | \$154.37 |
| | Invoice | | Date | Description | | Amount |
| | 16485011 | | 09/30/2016 | STOPP forms (300) | | \$154.37 |
| 84920 | 10/14/2016 | Open | | | DEBORAH WU | \$48.10 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000290 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$48.10 |
| 84921 | 10/14/2016 | Open | | | EMERGENCY VEHICLE SPECIALISTS INC | \$3,290.79 |
| | Invoice | | Date | Description | | Amount |
| | 6073 | | 10/05/2016 | 2016 Ford equipment & installation 2212 - ISF - Equipment Replacement | | \$3,290.79 |
| 84922 | 10/14/2016 | Open | | | ESTELLE DRINKHAUS | \$179.40 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000269 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$179.40 |
| 84923 | 10/14/2016 | Open | | | GARDAWORLD | \$173.42 |
| | Invoice | | Date | Description | | Amount |
| | 10246205 | | 10/01/2016 | October armored car service | | \$173.42 |
| 84924 | 10/14/2016 | Open | | | GEMINI FOREST PRODUCTS | \$10,200.17 |
| | Invoice | | Date | Description | | Amount |
| | RED00004472-001 | | 09/30/2016 | Wharf lumber 1311 - Wharf Fund | | \$10,200.17 |
| 84925 | 10/14/2016 | Open | | | GEORGE McMENAMIN | \$482.50 |
| | Invoice | | Date | Description | | Amount |
| | Riparian10-12-16 | | 10/12/2016 | Riparian Restoration Services 16/17 | | \$482.50 |
| 84926 | 10/14/2016 | Open | | | HANYA FOJACO | \$1,078.35 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000274 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$1,078.35 |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amount |
|---------|---------------|--------|--------------|---|--|----------------------|
| 84927 | 10/14/2016 | Open | | | HELENA FOX | \$699.4 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000275 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$699.40 |
| 84928 | 10/14/2016 | Open | | | HO KUK MU SUL CORPORATION | \$50.0 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000267 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$50.05 |
| 84929 | 10/14/2016 | Open | | | HOPE REHABILITATION SERVICES | \$182.5 |
| | Invoice | | Date | Description | | Amount |
| | S160701 | | 09/30/2016 | Litter Abatement, Beach Clean Up & Sidewalk Maintence | | \$182.50 |
| 84930 | 10/14/2016 | Open | | | HUMBOLDT PETROLEUM LLC | \$78.0 |
| | Invoice | | Date | Description | | Amount |
| | 085857 | | 09/30/2016 | September vehicle car washes | | \$78.00 |
| 84931 | 10/14/2016 | Open | | | INTERNATIONAL INSTITUTE OF MUNICIPAL CLERK | \$125.0 |
| | Invoice | | Date | Description | | Amount |
| | IIMC092216 | | 09/22/2016 | Membership renewal - Deiter | | \$125.00 |
| 84932 | 10/14/2016 | Open | | | JEANI MITCHELL | \$526.5 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000281 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$526.50 |
| 84933 | 10/14/2016 | Open | | | LABORMAX STAFFING | \$993.4 |
| | Invoice | | Date | Description | | Amount |
| | 26-67831 | | 10/07/2016 | Seasonal labor 10/1 - 10/7 | | \$993.46 |
| 84934 | 10/14/2016 | Open | | | LC ACTION POLICE SUPPLY LTD | \$155.4 |
| | Invoice | | Date | Description | | Amount |
| | 356451 | | 10/08/2016 | Glock magazine and badge holder | | \$155.46 |
| 84935 | 10/14/2016 | Open | | | LORRAINE KINNAMON | \$58.5 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000279 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$58.50 |
| 84936 | 10/14/2016 | Open | | | MASTER CAR WASH | \$107.0 |
| | Invoice | | Date | Description | | Amount |
| | MCW100516 | | 10/05/2016 | September car washes | | \$107.00 |
| 84937 | 10/14/2016 | Open | | | MICHELE FAIA | \$546.0 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000272 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$546.00 |
| 84938 | 10/14/2016 | Open | | | MV TRANSPORTATION INC. | \$5,065.6 |
| | Invoice | | Date | Description | | Amount |
| | 050916-105 | | 10/10/2016 | September shuttle service | | \$5,065.60 |
| 84939 | 10/14/2016 | Open | | | NANCY HOWELLS | \$196.3 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000278 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$196.30 |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|---------|---------------|--------|--------------|--|------------------------------------|--------------------|
| 84940 | 10/14/2016 | Open | | | PALACE OFFICE SUPPLIES | \$172.7 |
| | Invoice | | Date | Description | | Amount |
| | 391986-0 | | 10/04/2016 | Office supplies 2210 - ISF - Stores Fund | | \$172.77 |
| 84941 | 10/14/2016 | Open | | | PAPE MACHINERY | \$468.5 |
| | Invoice | | Date | Description | | Amount |
| | 10158195 | | 09/28/2016 | tube | | \$92.07 |
| | 10155950 | | 09/27/2016 | water pump, gaskets, thermostat, seals, o-ring | | \$376.51 |
| 84942 | 10/14/2016 | Open | | | PAT EVANS | \$419.9 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000271 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$419.90 |
| 84943 | 10/14/2016 | Open | | | PAULA BLISS | \$692.9 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000266 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$692.90 |
| 84944 | 10/14/2016 | Open | | | Paula Yoshiko Suzuki | \$145.6 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000289 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$145.60 |
| 84945 | 10/14/2016 | Open | | | PHIL ALLEGRI ELECTRIC INC. | \$890.6 |
| | Invoice | | Date | Description | | Amount |
| | 21655 | | 10/06/2016 | Annual maintenance - Lawn Way pumps | | \$180.00 |
| | 21656 | | 10/06/2016 | Repair wharf light | | \$710.64 |
| | | | | 1000 - General Fund | \$180.00 | |
| | | | | 1311 - Wharf Fund | \$710.64 | |
| 84946 | 10/14/2016 | Open | | | PRAXAIR DISTRIBUTION INC. | \$93.3 |
| | Invoice | | Date | Description | | Amount |
| | 55612877 | | 09/20/2016 | acetylene | | \$93.39 |
| 84947 | 10/14/2016 | Open | | | PREFERRED BENEFIT INSURANCE ADMIN. | \$5,830.2 |
| | Invoice | | Date | Description | | Amount |
| | EIA18815 | | 10/01/2016 | October dental & vision insurance | | \$5,830.20 |
| | | | | 1000 - General Fund | (\$322.90) | |
| | | | | 1001 - Payroll Payables | \$6,153.10 | |
| 84948 | 10/14/2016 | Open | | | PROSTAR | \$728.0 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000287 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$728.00 |
| 84949 | 10/14/2016 | Open | | | RAVI KEN LAMB | \$462.1 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000288 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$462.15 |
| 84950 | 10/14/2016 | Open | | | SANDY MARRUJO | \$682.5 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000280 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$682.50 |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|---------|---------------|--------|--------------|--|-----------------------------------|--------------------|
| 84951 | 10/14/2016 | Open | | | SANTA CRUZ COUNTY ANTI CRIME TEAM | \$17,993.00 |
| | Invoice | | Date | Description | | Amount |
| | 2016-17CPD | | 10/03/2016 | SCC anti-crime team contribution | | \$17,993.00 |
| 84952 | 10/14/2016 | Open | | | SERVPRO OF SANTA CRUZ | \$248.98 |
| | Invoice | | Date | Description | | Amount |
| | 4959 | | 10/05/2016 | Biohazard cleanup vehicle 141 | | \$248.98 |
| 84953 | 10/14/2016 | Open | | | SESE EGAN GEDDES | \$143.00 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000270 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$143.00 |
| 84954 | 10/14/2016 | Open | | | SHERRI BETZ | \$4,644.25 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000265 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$4,644.25 |
| 84955 | 10/14/2016 | Open | | | STAPLES ADVANTAGE | \$115.89 |
| | Invoice | | Date | Description | | Amount |
| | 8041103036 | | 09/24/2016 | Office supplies | | \$115.89 |
| 84956 | 10/14/2016 | Open | | | SUPPLYWORKS | \$992.43 |
| | Invoice | | Date | Description | | Amount |
| | 379805617 | | 09/30/2016 | Cleaning supplies | | \$992.43 |
| 84957 | 10/14/2016 | Open | | | TERRANCE MCMANUS | \$163.60 |
| | Invoice | | Date | Description | | Amount |
| | McManus101116 | | 10/11/2016 | Lodging reimbursement for PD interview | | \$163.60 |
| 84958 | 10/14/2016 | Open | | | TRENISE POT | \$2,439.45 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000286 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$2,439.45 |
| 84959 | 10/14/2016 | Open | | | UNITED PARCEL SERVICE | \$12.76 |
| | Invoice | | Date | Description | | Amount |
| | 0000954791416 | | 10/08/2016 | Shipping | | \$12.76 |
| 84960 | 10/14/2016 | Open | | | WATCHGUARD VIDEO | \$100.05 |
| | Invoice | | Date | Description | | Amount |
| | ACCINV0008882 | | 09/14/2016 | USB thumb drives (2) | | \$100.05 |
| 84961 | 10/14/2016 | Open | | | WEST MARINE | \$714.39 |
| | Invoice | | Date | Description | | Amount |
| | 1088 | | 09/29/2016 | Life jackets (3) | | \$714.39 |
| 84962 | 10/14/2016 | Open | | | YOSHIE MORRISSEY | \$203.45 |
| | Invoice | | Date | Description | | Amount |
| | 2017-00000283 | | 10/07/2016 | Early Fall Instructor Payments 2016 | | \$203.45 |
| 84963 | 10/14/2016 | Open | | | ZUMAR INDUSTRIES INC. | \$87.44 |
| | Invoice | | Date | Description | | Amount |
| | 0167058 | | 10/07/2016 | Public bathroom sign | | \$87.44 |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/14/2016

| Check # | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------------|------------|--------|--------------|---|----------------------|--------------------|
| 84964 | 10/14/2016 | Open | | | GRANITE ROCK COMPANY | \$196,492.50 |
| | Invoice | | Date | Description | | Amount |
| | 974487 | | 09/30/2016 | 2016 Street Rehabilitation Project 1200 - Capital Improvement Fund | | \$196,492.50 |
| Type Check Totals: | | | | | | \$265,991.90 |

| | Counts: | Totals: |
|--------------------------------|---------|--------------|
| CITY - Main City Totals | | |
| Checks | 62 | \$265,991.90 |
| EFTs | 0 | \$0.00 |
| All | 62 | \$265,991.90 |
| WELLS - Payroll Totals | | |
| Checks | 10 | \$6,409.33 |
| EFTs | 91 | \$147,752.87 |
| All | 101 | \$154,162.20 |
| Grand Totals: | | |
| Checks | 72 | \$272,401.23 |
| EFTs | 91 | \$147,752.87 |
| All | 163 | \$420,154.10 |

Attachment: 10-14-16 City Check Register (1292 : Approval of City Check Registers)

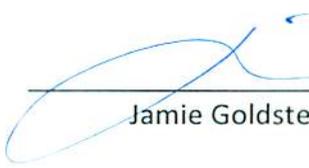
Accounts payable checks dated 10/21/2016, numbered 84965 to 85029, totaling \$170,227.99, plus 4 efts totaling \$84,793.91 and 1 library check totaling \$114.76, for a total disbursement of \$255,136.66, have been reviewed and authorized for distribution by the City Manager.

As of 10/21/2016, the unaudited cash balance is \$5,054,421.22.

CASH POSITION - CITY OF CAPITOLA 10/21/2016

| | <u>Net Balance</u> |
|---------------------------------------|------------------------------|
| General Fund | \$272,658.09 |
| Payroll Payables | \$52,695.40 |
| Contingency Reserve Fund | \$1,893,345.66 |
| PERS Contingency Fund | \$300,000.00 |
| Facilities Reserve Fund | \$229,870.00 |
| Capital Improvement Fund | \$1,652,800.89 |
| Stores Fund | \$23,869.55 |
| Information Technology Fund | \$146,285.92 |
| Equipment Replacement | \$78,795.88 |
| Self Insurance Liability Fund | \$166,309.45 |
| Worker's Comp. Ins. Fund | \$221,601.79 |
| Compensated Absences Fund | \$16,188.59 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u><u>\$5,054,421.22</u></u> |

The Emergency Reserve Fund Balance is \$1,262,205.54 (not included above).



 Jamie Goldstein, City Manager

10/21/2016

 Date

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Check # | Check Date | Status | Invoice # | Description | Payee Name | Transactio Amou |
|---------|--------------|--------|------------|--|---|--------------------|
| 84965 | 10/21/2016 | Open | | | ALVAREZ TECHNOLOGY GROUP INC | \$14,200.00 |
| | Invoice | | Date | Description | | Amount |
| | 37962 | | 09/02/2016 | October IT support | | \$7,100.00 |
| | 38386 | | 10/03/2016 | November IT services | | \$7,100.00 |
| | | | | 2211 - ISF - Information Technology | | |
| 84966 | 10/21/2016 | Open | | | ARTHUR S. DOVER MD | \$425.00 |
| | Invoice | | Date | Description | | Amount |
| | ASD101316 | | 10/13/2016 | Employee flu shots | | \$425.00 |
| 84967 | 10/21/2016 | Open | | | AT&T | \$9.23 |
| | Invoice | | Date | Description | | Amount |
| | 0ATT100116 | | 10/01/2016 | October telephone charges | | \$9.23 |
| | | | | 1000 - General Fund | \$4.53 | |
| | | | | 2211 - ISF - Information Tech | \$4.70 | |
| 84968 | 10/21/2016 | Open | | | ATCHISON BARISONE CONDOTTI & KOVACEVICH | \$19,180.13 |
| | Invoice | | Date | Description | | Amount |
| | ABCK093016 | | 09/30/2016 | September legal services | | \$19,180.13 |
| 84969 | 10/21/2016 | Open | | | BROADCAST MUSIC INC. | \$336.00 |
| | Invoice | | Date | Description | | Amount |
| | 28695200 | | 10/02/2016 | Music Licensing | | \$336.00 |
| 84970 | 10/21/2016 | Open | | | CAPITOLA BEGONIA FESTIVAL | \$5,000.00 |
| | Invoice | | Date | Description | | Amount |
| | 188 | | 09/05/2016 | Begonia festival sponsorship | | \$5,000.00 |
| 84971 | 10/21/2016 | Open | | | CAPITOLA PEACE OFFICERS ASSOCIATION | \$1,734.25 |
| | Invoice | | Date | Description | | Amount |
| | POA100816 | | 10/14/2016 | POA & gym dues PPE 10-08-16 | | \$1,734.25 |
| | | | | 1001 - Payroll Payables | | |
| 84972 | 10/21/2016 | Open | | | CAPITOLA-SOQUEL CHAMBER OF COMMERCE | \$7,500.00 |
| | Invoice | | Date | Description | | Amount |
| | 2122 | | 10/17/2016 | Chamber of commerce 2nd QTR payment | | \$7,500.00 |
| 84973 | 10/21/2016 | Open | | | CENTRAL FIRE PROTECTION DISTRICT | \$80.00 |
| | Invoice | | Date | Description | | Amount |
| | 0723-9/21/16 | | 09/21/2016 | Permit #20160201 - Corp. Yard permit fee | | \$80.00 |
| 84974 | 10/21/2016 | Open | | | CHRISTINE CANDELARIA | \$637.45 |
| | Invoice | | Date | Description | | Amount |
| | 1 | | 10/15/2016 | BIA website and consulting services | | \$637.45 |
| | | | | 1321 - BIA - Capitola Village-Wharf BIA | | |
| 84975 | 10/21/2016 | Open | | | CLEAN BUILDING MAINTENANCE CO. | \$3,719.13 |
| | Invoice | | Date | Description | | Amount |
| | 16752 | | 09/30/2016 | September facility cleaning fees | | \$3,719.13 |
| | | | | 1000 - General Fund | \$3,453.63 | |
| | | | | 1311 - Wharf Fund | \$265.50 | |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Invoice # | Date | Description | Amount | |
|-------------|------------|---|---|-----------|
| 84976 | 10/21/2016 | Open | COASTAL WATERSHED COUNCIL | \$8,980.2 |
| Invoice | Date | Description | Amount | |
| 1518 | 09/30/2016 | NPDES Public Education & Outreach | \$1,649.78 | |
| 1521 | 10/17/2016 | Urban Watch-Soquel Creek Watershed Water Quality Monitoring | \$3,068.51 | |
| 1522 | 10/17/2016 | First Flush-Soquel Creek Watershed | \$4,261.98 | |
| 84977 | 10/21/2016 | Open | CODE PUBLISHING COMPANY INC. | \$450.4 |
| Invoice | Date | Description | Amount | |
| 54596 | 10/12/2016 | Muni code update | \$193.05 | |
| 54576 | 10/10/2016 | New pages added to muni code | \$257.40 | |
| 84978 | 10/21/2016 | Open | COMMUNITY TECHNOLOGY ALLIANCE | \$542.0 |
| Invoice | Date | Description | Amount | |
| 07040011 | 10/03/2016 | HMIS share of cost for FY16/17 | \$542.00 | |
| 84979 | 10/21/2016 | Open | COMMUNITY TELEVISION OF SANTA CRUZ COUNTY | \$1,298.0 |
| Invoice | Date | Description | Amount | |
| 2331 | 10/04/2016 | September televised meetings | \$1,298.00 | |
| 84980 | 10/21/2016 | Open | COMMUNITY TREE SERVICE INC | \$9,181.2 |
| Invoice | Date | Description | Amount | |
| 6495 | 10/11/2016 | Tree service 300 Plum St. Space 69 | \$4,900.00 | |
| 6496 | 10/12/2016 | Tree service Cortez Park | \$4,281.25 | |
| 84981 | 10/21/2016 | Open | CRESTOR INC. | \$345.3 |
| Invoice | Date | Description | Amount | |
| R216071 | 10/13/2016 | Bronze plaques | \$345.32 | |
| 84982 | 10/21/2016 | Open | CRYSTAL SPRINGS WATER CO. | \$198.0 |
| Invoice | Date | Description | Amount | |
| CSW093016 | 09/30/2016 | September drinking water | \$198.00 | |
| 84983 | 10/21/2016 | Open | DIXON AND SON INC. | \$915.4 |
| Invoice | Date | Description | Amount | |
| 202017 | 10/13/2016 | Sweeper tires and mounting | \$457.74 | |
| 201990 | 10/12/2016 | Sweeper tires and mounting 1310 - Gas Tax Fund | \$457.74 | |
| 84984 | 10/21/2016 | Open | DONALD W ALLEY | \$6,072.0 |
| Invoice | Date | Description | Amount | |
| 1016-01 | 10/17/2016 | Fish & Wildlife Monitoring of Soquel Creek Year 3 of 3 FY 16/17 | \$6,072.00 | |
| 84985 | 10/21/2016 | Open | EWING IRRIGATION | \$139.4 |
| Invoice | Date | Description | Amount | |
| 2290782 | 10/05/2016 | Irrigation supplies | \$139.45 | |
| 84986 | 10/21/2016 | Open | FLYERS ENERGY LLC | \$4,559.8 |
| Invoice | Date | Description | Amount | |
| 16-337864 | 09/30/2016 | 431 gallons ethanol | \$1,225.45 | |
| 16-337876 | 09/30/2016 | 80 gallons diesel | \$209.18 | |
| 16-341547 | 10/07/2016 | 125 gallons diesel | \$328.12 | |
| 16-341546 | 10/07/2016 | 375 gallons ethanol | \$1,086.51 | |
| 16-345713 | 10/14/2016 | 372 gallons ethanol | \$1,116.19 | |
| 16-345714 | 10/14/2016 | 215 gallons diesel | \$594.43 | |
| 84987 | 10/21/2016 | Open | FRANK PERRY | \$49.4 |
| Invoice | Date | Description | Amount | |
| Perry101816 | 10/07/2016 | Museum artifact storage bags and poster | \$49.41 | |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Invoice | Date | Description | Amount | Total |
|-----------------|------------|---|------------|-----------|
| 84988 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| PC101816 | 10/18/2016 | Petty cash expenditures | \$453.19 | |
| | | 1000 - General Fund | \$414.23 | |
| | | 1300 - SLESF - Supl Law Enfc | \$38.96 | \$453.1 |
| 84989 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 41265265 | 10/14/2016 | 457 contributions PPE 10-08-16 | \$4,857.05 | |
| | | 1001 - Payroll Payables | | \$4,857.0 |
| 84990 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| Goldstein091416 | 09/14/2016 | JPA conference lodging | \$255.99 | |
| | | | | \$255.9 |
| 84991 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| INV478651 | 10/10/2016 | City Hall copier charges | \$33.88 | |
| INV475501 | 10/03/2016 | City Hall copier overage charges | \$811.31 | |
| INV475500 | 10/03/2016 | City Hall & Recreation copier charges | \$146.19 | |
| INV475502 | 10/03/2016 | Recreation copier charges | \$36.45 | |
| | | 1000 - General Fund | \$52.86 | |
| | | 2211 - ISF - Information Technology | \$974.97 | \$1,027.8 |
| 84992 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 097763120-0816 | 08/31/2016 | Engineering Consultant Services | \$2,040.14 | |
| 8277429 | 08/31/2016 | Monterey skate park add'l services | \$976.50 | |
| | | 1000 - General Fund | \$976.50 | |
| | | 1200 - Capital Improvement Fund | \$2,040.14 | \$3,016.6 |
| 84993 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| A0242732 | 10/12/2016 | Curb paint | \$72.48 | |
| | | | | \$72.4 |
| 84994 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 1610853 | 09/30/2016 | Pre-employment screening for S. Newton | \$400.00 | |
| | | | | \$400.0 |
| 84995 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 8148 | 10/06/2016 | Division meeting guest fee | \$30.00 | |
| | | | | \$30.0 |
| 84996 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 25508 | 10/04/2016 | Removal of 6 Liquidamber trees along Capitola Rd. | \$1,250.00 | |
| | | | | \$1,250.0 |
| 84997 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 303937 | 10/14/2016 | tire mount and balance | \$50.00 | |
| | | | | \$50.0 |
| 84998 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 1045484 | 09/30/2016 | Monthly meter and credit card transaction fees | \$347.82 | |
| | | | | \$347.8 |
| 84999 | 10/21/2016 | Open | | |
| Invoice | Date | Description | Amount | |
| 286085 | 09/30/2016 | PD copier charges | \$1,058.64 | |
| | | | | \$1,058.6 |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Invoice # | Date | Description | Amount |
|-------------------------|------------|---|--|
| 85000 | 10/21/2016 | Open | MOFFATT AND NICHOL |
| Invoice 721777 | 10/14/2016 | Wharf evaluation engineering services 1311 - Wharf Fund | \$3,503.00 |
| 85001 | 10/21/2016 | Open | MONTEREY BAY AREA SELF INSURANCE AUTHORITY |
| Invoice MBASIA100516 | 10/05/2016 | Liability claim - Gafari 2213 - ISF - Self-Insurance Liability | \$4,325.90 |
| 85002 | 10/21/2016 | Open | MONTEREY BAY AREA SELF INSURANCE AUTHORITY |
| Invoice MBASIA10052016 | 10/05/2016 | Liability claim - Gafari 2213 - ISF - Self-Insurance Liability | \$2,448.90 |
| 85003 | 10/21/2016 | Open | NANCY HOWELLS |
| Invoice 2017-00000301 | 10/12/2016 | Early Fall Instructor Payments 2016 | \$95.55 |
| 85004 | 10/21/2016 | Open | NORTH BAY FORD |
| Invoice 257221 | 09/08/2016 | door handle assembly | \$16.35 |
| 257221CM | 09/28/2016 | return - door handle assembly | (\$16.35) |
| 257760 | 10/11/2016 | wheel assembly | \$442.61 |
| 257759 | 10/11/2016 | seat belt assembly | \$65.84 |
| 85005 | 10/21/2016 | Open | OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR |
| Invoice 18587 | 10/20/2016 | alternator and labor | \$265.29 |
| 85006 | 10/21/2016 | Open | PACIFIC GAS & ELECTRIC |
| Invoice PGE101316-acct9 | 10/13/2016 | monthly utilities | \$14,602.53 |
| | | 1000 - General Fund | \$4,656.50 |
| | | 1300 - SLESF - Supl Law Enfc | \$129.99 |
| | | 1310 - Gas Tax Fund | \$7,399.77 |
| | | 1311 - Wharf Fund | \$2,416.27 |
| 85007 | 10/21/2016 | Open | PALACE OFFICE SUPPLIES |
| Invoice 393869-0 | 10/13/2016 | clips, spoons, envelopes, pencils, paper | \$151.37 |
| 9314731-0 | 10/14/2016 | Museum ink cartridge, binders | \$34.94 |
| 394341-0 | 10/18/2016 | paper, labels | \$74.71 |
| | | 1000 - General Fund | \$34.94 |
| | | 2210 - ISF - Stores Fund | \$226.08 |
| 85008 | 10/21/2016 | Open | PESTICIDE APPLICATORS PROF ASSOC.-PAPA |
| Invoice PAPA102016 | 10/20/2016 | Training seminar - Garcia | \$80.00 |
| 85009 | 10/21/2016 | Open | QUENVOLD'S SAFETY SHOEMOBILES |
| Invoice 109161 | 10/14/2016 | safety shoes | \$164.21 |
| 85010 | 10/21/2016 | Open | SANTA CRUZ COUNTY AUDITOR-CONTROLLER |
| Invoice SCC093016 | 09/30/2016 | September citation processing | \$12,140.50 |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Invoice | Date | Description | Amount |
|---------|------------|--|--|
| 85011 | 10/21/2016 | Open | |
| 85011 | 10/01/2016 | SANTA CRUZ COUNTY TAX COLLECTOR Esplanade park sanitation district charges | \$5,211.86 |
| 85012 | 10/21/2016 | Open | |
| 85012 | 10/01/2016 | SANTA CRUZ COUNTY TAX COLLECTOR Library sanitation district charges | \$364.02 |
| 85013 | 10/21/2016 | Open | |
| 85013 | 10/01/2016 | SANTA CRUZ COUNTY TAX COLLECTOR Wharf sanitation district charges 1311 - Wharf Fund | \$3,169.35 |
| 85014 | 10/21/2016 | Open | |
| 85014 | 10/01/2016 | SANTA CRUZ COUNTY TAX COLLECTOR City Hall sanitation district charges | \$1,468.82 |
| 85015 | 10/21/2016 | Open | |
| 85015 | 09/26/2016 | SANTA CRUZ MUNICIPAL UTILITIES Monthly water service for medians | \$889.42 |
| 85016 | 10/21/2016 | Open | |
| 85016 | 09/30/2016 | SANTA CRUZ SENTINEL Planning legal notices | \$267.27 |
| 85017 | 10/21/2016 | Open | |
| 85017 | 10/01/2016 | SANTA CRUZ WAVES Plein air advertising | \$900.00 |
| 85018 | 10/21/2016 | Open | |
| 85018 | 10/07/2016 | SOQUEL CREEK WATER DISTRICT Monthly water usage and irrigation fees 1000 - General Fund 1311 - Wharf Fund | \$10,860.63 \$10,216.09 \$644.54 |
| 85019 | 10/21/2016 | Open | |
| 85019 | 10/18/2016 | SOQUEL UNION ELEMENTARY SCHOOL DISTRICT Plein air art exhibition at Soquel Elementary | \$430.00 |
| 85020 | 10/21/2016 | Open | |
| 85020 | 10/12/2016 | SUELLEN MCCUTCHEN Early Fall Instructor Payments 2016 | \$178.75 |
| 85021 | 10/21/2016 | Open | |
| 85021 | 10/12/2016 | TAPCO bracket assemblies | \$64.18 |
| 85022 | 10/21/2016 | Open | |
| 85022 | 10/03/2016 | US BANCORP EQUIPMENT FINANCE INC. Office equipment leases 1000 - General Fund 2210 - ISF - Stores Fund | \$678.53 \$383.82 \$294.71 |
| 85023 | 10/21/2016 | Open | |
| 85023 | 10/14/2016 | US BANK PARS PARS contributions PPE 10-08-16 1001 - Payroll Payables | \$224.26 |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

| Invoice # | Date | Description | Amount | Vendor | Open |
|-----------------------|------------|---------------------------------------|-------------|----------------------------------|--------------|
| 85024 | 10/21/2016 | Open | | WELLS FARGO BANK | \$6,934.06 |
| Invoice WF100416 | 10/12/2016 | September credit card charges | \$6,934.06 | | |
| | | 1000 - General Fund | \$5,609.17 | | |
| | | 1300 - SLESF - Supl Law Enfc | (\$8.15) | | |
| | | 1313 - General Plan Update and Maint | \$26.00 | | |
| | | 2210 - ISF - Stores Fund | \$24.95 | | |
| | | 2211 - ISF - Information Technology | \$1,282.09 | | |
| 85025 | 10/21/2016 | Open | | WESTERN EXTERMINATOR COMPANY | \$109.00 |
| Invoice 4468144 | 09/30/2016 | City Hall - rodent control | \$54.50 | | |
| 4468145 | 09/30/2016 | Turnouts - rodent control | \$54.50 | | |
| 85026 | 10/21/2016 | Open | | Aspromonte Hospitality | \$500.00 |
| Invoice 15-136 | 10/13/2016 | Refund tree deposit 15-136 | \$500.00 | | |
| 85027 | 10/21/2016 | Open | | Jonathan Schwartz | \$642.15 |
| Invoice 16-187 | 10/20/2016 | Tree deposit & permit refund 16-187 | \$642.15 | | |
| | | 1000 - General Fund | \$636.00 | | |
| | | 1317 - Technology Fee Fund | \$6.15 | | |
| 85028 | 10/21/2016 | Open | | Tammy McBride | \$513.00 |
| Invoice 16-156 | 10/13/2016 | Tree deposit refund 16-156 | \$513.00 | | |
| 85029 | 10/21/2016 | Open | | ZOEY ZAWACKI | \$55.00 |
| Invoice Zawacki102116 | 10/21/2016 | CSLSA registration | \$55.00 | | |
| Type Check Totals: | | | | | \$170,227.99 |
| <u>EFT</u> | | | | | |
| 347 | 10/19/2016 | Open | | EMPLOYMENT DEVELOPMENT DEPT | \$7,201.43 |
| Invoice 0-330-690-176 | 10/19/2016 | State taxes PPE 10-08-16 | \$7,201.43 | | |
| | | 1001 - Payroll Payables | | | |
| 348 | 10/19/2016 | Open | | INTERNAL REVENUE SERVICE | \$28,979.61 |
| Invoice 24092251 | 10/14/2016 | Federal taxes & Medicare PPE 10-08-16 | \$28,979.61 | | |
| | | 1001 - Payroll Payables | | | |
| 349 | 10/15/2016 | Open | | STATE DISBURSEMENT UNIT | \$1,117.84 |
| Invoice DEJBWOX6657 | 10/15/2016 | Garnishments PPE 10-08-16 | \$1,117.84 | | |
| | | 1001 - Payroll Payables | | | |
| 351 | 10/20/2016 | Open | | CalPERS Member Services Division | \$47,495.32 |
| Invoice 1000769895-8 | 10/20/2016 | PERS contributions PPE 10-08-16 | \$47,495.03 | | |
| | | 1000 - General Fund | (\$0.29) | | |
| | | 1001 - Payroll Payables | \$47,495.32 | | |
| Type EFT Totals: | | | | | \$84,793.99 |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/21/2016

Library - Library

| Check | Date | Description | Amount |
|--------------------|------------|--|----------|
| 2 | 10/21/2016 | SANTA CRUZ SENTINEL | \$114.7 |
| Invoice | Date | Description | Amount |
| 0000998803 | 09/30/2016 | Library RFQ advertising 1360 - Library Fund | \$114.76 |
| Type Check Totals: | | | \$114.7 |

Attachment: 10-21-16 City Check Register (1292 : Approval of City Check Registers)

| | Counts: | Total: |
|---------------------------------|---------|-------------|
| CITY - Main City Totals | | |
| Checks | 65 | \$170,227.9 |
| EFTs | 4 | \$84,793.9 |
| All | 69 | \$255,021.9 |
| Library - Library Totals | | |
| Checks | 1 | \$114.7 |
| EFTs | 0 | \$0.0 |
| All | 1 | \$114.7 |
| Grand Totals: | | |
| Checks | 66 | \$170,342.7 |
| EFTs | 4 | \$84,793.9 |
| All | 70 | \$255,136.6 |

Accounts payable checks dated 10/28/2016, numbered 85030 to 85085 plus 3 efts, totaling \$71,649.61 and 8 payroll checks plus 88 payroll efts totaling \$151,724.77, for a total disbursement of \$223,374.38, have been reviewed and authorized for distribution by the City Manager.

As of 10/28/2016, the unaudited cash balance is \$4,709,868.87.

CASH POSITION - CITY OF CAPITOLA 10/28/2016

| | <u>Net Balance</u> |
|--------------------------------|-----------------------|
| General Fund | (\$176,033.71) |
| Payroll Payables | \$185,125.86 |
| Contingency Reserve Fund | \$1,893,345.66 |
| PERS Contingency Fund | \$300,000.00 |
| Facilities Reserve Fund | \$229,870.00 |
| Capital Improvement Fund | \$1,651,943.70 |
| Stores Fund | \$21,352.82 |
| Information Technology Fund | \$128,143.63 |
| Equipment Replacement | \$78,795.88 |
| Self Insurance Liability Fund | \$159,534.65 |
| Worker's Comp. Ins. Fund | \$221,601.79 |
| Compensated Absences Fund | \$16,188.59 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u>\$4,709,868.87</u> |

The Emergency Reserve Fund Balance is \$1,262,205.54 (not included above).



 Jamie Goldstein, City Manager

 10/28/2016
 Date

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--------------|--------|--------------|--|--|--------------------|
| 85030 | 10/28/2016 | Open | | | ACCELA INC | \$1,134. |
| | Invoice | | Date | Description | | Amount |
| | INV-ACC24889 | | 10/13/2016 | Legislative management software 2211 - ISF - Information Technology | | \$1,134.00 |
| 85031 | 10/28/2016 | Open | | | ADAMS ASHBY GROUP INC | \$1,440. |
| | Invoice | | Date | Description | | Amount |
| | 1845 | | 10/12/2016 | September CDBG admin. 1350 - CDBG Grants | | \$1,440.00 |
| 85032 | 10/28/2016 | Open | | | ADAMSON POLICE PRODUCTS | \$408. |
| | Invoice | | Date | Description | | Amount |
| | INV225559 | | 10/10/2016 | Range supplies | | \$408.35 |
| 85033 | 10/28/2016 | Open | | | ALLSAFE LOCK COMPANY | \$9. |
| | Invoice | | Date | Description | | Amount |
| | 48879 | | 10/12/2016 | Keys | | \$9.01 |
| 85034 | 10/28/2016 | Open | | | BOB MURRAY & ASSOCIATES | \$9,528. |
| | Invoice | | Date | Description | | Amount |
| | 6962 | | 10/14/2016 | Police chief recruitment | | \$9,528.82 |
| 85035 | 10/28/2016 | Open | | | CA DEPARTMENT OF TRANSPORTATION | \$1,984. |
| | Invoice | | Date | Description | | Amount |
| | SL170159 | | 10/12/2016 | July - Sept. signals & lighting 1310 - Gas Tax Fund | | \$1,984.29 |
| 85036 | 10/28/2016 | Open | | | CALIFORNIA LAW ENFORCEMENT ASSOCIATION | \$490. |
| | Invoice | | Date | Description | | Amount |
| | CLEA102016 | | 10/20/2016 | November POA long term disability 1001 - Payroll Payables | | \$490.00 |
| 85037 | 10/28/2016 | Open | | | eFolder Systems | \$125. |
| | Invoice | | Date | Description | | Amount |
| | INV00072856 | | 09/30/2016 | Monthly record storage fee 2211 - ISF - Information Technology | | \$125.00 |
| 85038 | 10/28/2016 | Open | | | FIRST ALARM SECURITY & PATROL INC. | \$300. |
| | Invoice | | Date | Description | | Amount |
| | 518778 | | 10/20/2016 | November Jade St. Park patrol | | \$300.00 |
| 85039 | 10/28/2016 | Open | | | FLYERS ENERGY LLC | \$1,010. |
| | Invoice | | Date | Description | | Amount |
| | 16-349471 | | 10/21/2016 | 232 gallons ethanol | | \$675.05 |
| | 16-349476 | | 10/21/2016 | 120 gallons diesel | | \$335.09 |
| 85040 | 10/28/2016 | Open | | | GEORGE H WILSON INC | \$97. |
| | Invoice | | Date | Description | | Amount |
| | 34462 | | 08/29/2016 | Zoeller float switch 1311 - Wharf Fund | | \$97.86 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|--------------|----------------|--------|--------------|--|--|--------------------|
| 85041 | 10/28/2016 | Open | | | GOLD COAST ARMORY | \$158. |
| | Invoice | | Date | Description | | Amount |
| | GCA030276/2016 | | 08/29/2016 | 8 pellet buck shots, rifled slugs | | \$158.88 |
| 85042 | 10/28/2016 | Open | | | HOUSING AUTHORITY OF THE COUNTY OF SANTA | \$1,329. |
| | Invoice | | Date | Description | | Amount |
| | 17-3 CDBG | | 10/05/2016 | September housing program admin. 1350 - CDBG Grants | | \$1,329.25 |
| 85043 | 10/28/2016 | Open | | | HUMBOLDT PETROLEUM LLC | \$45. |
| | Invoice | | Date | Description | | Amount |
| | 085894 | | 10/15/2016 | Vehicle cleaning | | \$45.50 |
| 85044 | 10/28/2016 | Open | | | LC ACTION POLICE SUPPLY LTD | \$1,361. |
| | Invoice | | Date | Description | | Amount |
| | 356685 | | 10/13/2016 | Glock handguns (3) | | \$1,361.36 |
| 85045 | 10/28/2016 | Open | | | LIEBERT CASSIDY WHITMORE | \$1,680. |
| | Invoice | | Date | Description | | Amount |
| | 1427809 | | 09/30/2016 | FLSA compliance review | | \$1,680.00 |
| 85046 | 10/28/2016 | Open | | | LIFE INSURANCE CO OF NORTH AMERICA-CIGNA | \$2,303. |
| | Invoice | | Date | Description | | Amount |
| | CIGNA102016 | | 10/25/2016 | October life, disability and AD&D insurance | | \$2,303.01 |
| | | | | 1000 - General Fund | \$8.90 | |
| | | | | 1001 - Payroll Payables | \$2,294.11 | |
| 85047 | 10/28/2016 | Open | | | MAR-KEN K-9 TRAINING CENTER | \$480. |
| | Invoice | | Date | Description | | Amount |
| | 0606-16 | | 10/19/2016 | October K-9 training | | \$480.00 |
| 85048 | 10/28/2016 | Open | | | MUNICIPAL MANAGEMENT ASSOC OF NORTHERN | \$70. |
| | Invoice | | Date | Description | | Amount |
| | 05746 | | 10/24/2016 | Local govt. finance fundamentals seminar | | \$70.00 |
| 85049 | 10/28/2016 | Open | | | MUNISERVICES LLC | \$14,976. |
| | Invoice | | Date | Description | | Amount |
| | 0000043571 | | 10/18/2016 | STARS reporting services | | \$1,233.81 |
| | 0000043538 | | 10/14/2016 | Sales tax auditing services | | \$13,742.83 |
| 85050 | 10/28/2016 | Open | | | PALACE OFFICE SUPPLIES | \$682. |
| | Invoice | | Date | Description | | Amount |
| | 391374-0 | | 09/29/2016 | Office supplies | | \$171.65 |
| | 393912-0 | | 10/14/2016 | office supplies | | \$3.52 |
| | 393784-0 | | 10/13/2016 | office supplies | | \$89.51 |
| | 393294-0 | | 10/11/2016 | office supplies | | \$316.40 |
| | 9316922-0 | | 10/21/2016 | Museum supplies | | \$101.61 |
| 85051 | 10/28/2016 | Open | | | PHILLIPS PET FOOD & SUPPLIES | \$461. |
| | Invoice | | Date | Description | | Amount |
| | CD12889547 | | 09/13/2016 | K-9 dog food | | \$461.86 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---------------|--------|--------------|---|--|--------------------|
| 85052 | 10/28/2016 | Open | | | PHOENIX GROUP INFORMATION SYSTEMS | \$1,831 |
| | Invoice | | Date | Description | | Amount |
| | 092016070 | | 10/14/2016 | September citation processing | | \$1,831.26 |
| 85053 | 10/28/2016 | Open | | | SANTA CRUZ COUNTY ANIMAL SHELTER | \$137 |
| | Invoice | | Date | Description | | Amount |
| | 4154 | | 10/17/2016 | Quarterly animal services | | \$137.00 |
| 85054 | 10/28/2016 | Open | | | SANTA CRUZ COUNTY DISTRICT ATTORNEY | \$5,613 |
| | Invoice | | Date | Description | | Amount |
| | SCC101816 | | 10/18/2016 | Multi-disciplinary interview center annual contribution | | \$5,613.00 |
| 85055 | 10/28/2016 | Open | | | SANTA CRUZ COUNTY INFORMATION SERVICES | \$819 |
| | Invoice | | Date | Description | | Amount |
| | SCC101716 | | 10/17/2016 | Quarterly radio maintenance and repair | | \$819.99 |
| 85056 | 10/28/2016 | Open | | | SANTA CRUZ FIRE EQUIPMENT CO. | \$44 |
| | Invoice | | Date | Description | | Amount |
| | 99794 | | 10/13/2016 | Fire extinguisher maintenance | | \$44.00 |
| 85057 | 10/28/2016 | Open | | | SANTA CRUZ MOSQUITO & VECTOR CONTROL | \$106 |
| | Invoice | | Date | Description | | Amount |
| | SCMVC-FY16-17 | | 10/17/2016 | Mosquito and disease control assessment | | \$106.45 |
| 85058 | 10/28/2016 | Open | | | SANTA CRUZ OCCUPATIONAL MEDICAL CENTER | \$945 |
| | Invoice | | Date | Description | | Amount |
| | I-16859 | | 09/30/2016 | Pre-employment examination for S. Newton | | \$945.00 |
| 85059 | 10/28/2016 | Open | | | SANTA CRUZ SENTINEL | \$313 |
| | Invoice | | Date | Description | | Amount |
| | SCS100516 | | 10/05/2016 | Police dept. newspaper subscription | | \$313.95 |
| 85060 | 10/28/2016 | Open | | | SCOTTS VALLEY FIRE PROTECTION DISTRICT | \$5,266 |
| | Invoice | | Date | Description | | Amount |
| | 1617-1 | | 10/12/2016 | County hazmat contribution | | \$5,266.00 |
| 85061 | 10/28/2016 | Open | | | SIGN WAVE | \$216 |
| | Invoice | | Date | Description | | Amount |
| | 2958 | | 10/20/2016 | McGregor pump track signage | | \$216.50 |
| 85062 | 10/28/2016 | Open | | | SOQUEL CREEK ANIMAL HOSPITAL | \$94. |
| | Invoice | | Date | Description | | Amount |
| | 43489 | | 10/11/2016 | K-9 Maverick vet visit | | \$94.65 |
| 85063 | 10/28/2016 | Open | | | SOUTH BAY REGIONAL TRAINING | \$170 |
| | Invoice | | Date | Description | | Amount |
| | 217135 | | 10/14/2016 | Interview & Interrogation for Evans | | \$170.00 |
| 85064 | 10/28/2016 | Open | | | STAPLES ADVANTAGE | \$610. |
| | Invoice | | Date | Description | | Amount |
| | 8041215355 | | 10/01/2016 | Office chairs (3) | | \$610.09 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---------------|--------|--------------|----------------------------|------------------------------|--------------------|
| 85065 | 10/28/2016 | Open | | | ULTRAMAX AMMUNITION | \$1,544. |
| | Invoice | | Date | Description | | Amount |
| | 159911 | | 09/28/2016 | Range supplies | | \$1,544.00 |
| 85066 | 10/28/2016 | Open | | | UNITED PARCEL SERVICE | \$11. |
| | Invoice | | Date | Description | | Amount |
| | 0000954791426 | | 10/15/2016 | shipping | | \$11.07 |
| 85067 | 10/28/2016 | Open | | | UNITED STATES POSTAL SERVICE | \$5,100 |
| | Invoice | | Date | Description | | Amount |
| | 67057 | | 10/17/2016 | Winter brochure postage | | \$5,100.00 |
| 85068 | 10/28/2016 | Open | | | V & V MANUFACTURING INC | \$100 |
| | Invoice | | Date | Description | | Amount |
| | 43462 | | 09/26/2016 | New badge #536 | | \$100.44 |
| 85069 | 10/28/2016 | Open | | | WE ALL RIDE SANTA CRUZ | \$661 |
| | Invoice | | Date | Description | | Amount |
| | 4147916 | | 10/07/2016 | 2003 BMW service | | \$661.49 |
| 85070 | 10/28/2016 | Open | | | Bani Auto Group Inc. | \$36 |
| | Invoice | | Date | Description | | Amount |
| | 188125257 | | 10/17/2016 | Citation refund | | \$36.00 |
| 85071 | 10/28/2016 | Open | | | Bonnie Jay | \$96 |
| | Invoice | | Date | Description | | Amount |
| | 155126663 | | 10/17/2016 | Citation refund | | \$96.00 |
| 85072 | 10/28/2016 | Open | | | Domonick Ramos | \$48 |
| | Invoice | | Date | Description | | Amount |
| | 166125532-47 | | 10/17/2016 | Citation refund | | \$48.00 |
| 85073 | 10/28/2016 | Open | | | Howard Allen | \$500 |
| | Invoice | | Date | Description | | Amount |
| | 16-053 | | 10/25/2016 | Tree deposit refund 16-053 | | \$500.00 |
| 85074 | 10/28/2016 | Open | | | Jessica Villanueva | \$10. |
| | Invoice | | Date | Description | | Amount |
| | 155124559 | | 10/17/2016 | Citation refund | | \$10.00 |
| 85075 | 10/28/2016 | Open | | | Kelly Ann Kolbek Vantress | \$41. |
| | Invoice | | Date | Description | | Amount |
| | 188124225 | | 10/17/2016 | Citation refund | | \$41.00 |
| 85076 | 10/28/2016 | Open | | | Majid or Mercedeh Yamin | \$31. |
| | Invoice | | Date | Description | | Amount |
| | 244593 | | 10/17/2016 | Refund citation 744559 | | \$31.00 |
| 85077 | 10/28/2016 | Open | | | Michael Carpenter | \$36. |
| | Invoice | | Date | Description | | Amount |
| | 155128155 | | 10/17/2016 | Refund citation 155128155 | | \$36.00 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transactio Amou |
|--------------------|---------------|--------|--------------|---|------------------------------------|--------------------|
| 85078 | 10/28/2016 | Open | | | Modern Combat Solutions | \$614.44 |
| | Invoice | | Date | Description | | Amount |
| | 222830 | | 09/28/2016 | Paintball gun, scuba refill station | | \$614.44 |
| 85079 | 10/28/2016 | Open | | | Raquel Cortes | \$36.00 |
| | Invoice | | Date | Description | | Amount |
| | 188126207 | | 10/17/2016 | Citation refund | | \$36.00 |
| 85080 | 10/28/2016 | Open | | | COMMUNICATION SERVICE CORPORATION | \$238.38 |
| | Invoice | | Date | Description | | Amount |
| | 216411 | | 10/19/2016 | Corp. yard phone repairs 2211 - ISF - Information Technology | | \$238.38 |
| 85081 | 10/28/2016 | Open | | | FIRST ALARM SECURITY & PATROL INC. | \$310.00 |
| | Invoice | | Date | Description | | Amount |
| | 518768 | | 10/20/2016 | November McGregor park security | | \$310.00 |
| 85082 | 10/28/2016 | Open | | | LIEBERT CASSIDY WHITMORE | \$2,794.00 |
| | Invoice | | Date | Description | | Amount |
| | 1426190 | | 08/31/2016 | MOU audit and ACA review | | \$880.00 |
| | 1426191 | | 08/31/2016 | FLSA OT compliance & MOU review | | \$1,914.00 |
| 85083 | 10/28/2016 | Open | | | LINDA FRIDY | \$195.00 |
| | Invoice | | Date | Description | | Amount |
| | fridy102616 | | 10/26/2016 | Reimbursement for notary class and materials | | \$195.00 |
| 85084 | 10/28/2016 | Open | | | PITNEY BOWES | \$1,970.99 |
| | Invoice | | Date | Description | | Amount |
| | PB101916 | | 10/19/2016 | postage machine refill less rewards 2210 - ISF - Stores Fund | | \$1,970.99 |
| 85085 | 10/28/2016 | Open | | | Linda Cover | \$500.00 |
| | Invoice | | Date | Description | | Amount |
| | Cover102618 | | 10/26/2016 | Repousse workshop | | \$500.00 |
| Type Check Totals: | | | | | | \$71,118.1 |
| <u>EFT</u> | | | | | | |
| 352 | 10/25/2016 | Open | | | DISCOVERY BENEFITS | \$139.00 |
| | Invoice | | Date | Description | | Amount |
| | 0000687669-IN | | 09/30/2016 | September COBRA and FSA | | \$139.00 |
| 353 | 10/28/2016 | Open | | | ADP LLC | \$257.15 |
| | Invoice | | Date | Description | | Amount |
| | 481998880 | | 10/28/2016 | ADP charges 2211 - ISF - Information Technology | | \$257.15 |
| 354 | 10/26/2016 | Open | | | STATE BOARD OF EQUALIZATION | \$135.10 |
| | Invoice | | Date | Description | | Amount |
| | BOE102616 | | 10/26/2016 | Sales tax on ammo purchase | | \$135.10 |
| Type EFT Totals: | | | | | | \$531.2 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)

City Checks Issued 10/28/2016

| Check Number | Check Date | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------------------------|------------|--------|--------------|-------------|----------------|--------------------|
| CITY - Main City Totals | | | | | Counts: | Total: |
| Checks | | | | | 56 | \$71,118.00 |
| EFTs | | | | | 3 | \$531.00 |
| All | | | | | 59 | \$71,649.00 |
| WELLS - Payroll Totals | | | | | | |
| Checks | | | | | 8 | \$5,381.00 |
| EFTs | | | | | 88 | \$146,342.00 |
| All | | | | | 96 | \$151,723.00 |
| Grand Totals: | | | | | | |
| Checks | | | | | 64 | \$76,500.00 |
| EFTs | | | | | 91 | \$146,874.00 |
| All | | | | | 155 | \$223,374.00 |

Attachment: 10-28-16 City Check Register (1292 : Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: City Manager Department

SUBJECT: Adoption of an Ordinance Amending Chapter 15.04 of the Capitola Municipal Code Pertaining to Building and Fire Model Codes to Become Effective January 1, 2017

RECOMMENDED ACTION: Adopt Ordinance.

BACKGROUND/DISCUSSION: The City Council approved the first reading of this Ordinance at the Council meeting held on November 11, 2016.

FISCAL IMPACT: None.

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to be "JG", is written over a horizontal line.

Jamie Goldstein, City Manager

11/18/2016

DRAFT ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING CHAPTER 15.04 OF THE CAPITOLA MUNICIPAL CODE
PERTAINING TO ADOPTION OF CALIFORNIA BUILDING CODES**

THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Chapter 15.04 is amended to be titled Building and Fire Codes

SECTION 2. Section 15.04.010 of the Capitola Municipal Code is amended to read as follows:

15.04.010 Adoption of California Building Codes. The City of Capitola adopts the following Codes or designated portions thereof:

A. The California Building Code and appendices, 2016 edition, which edition incorporates the International Building Code, 2015 edition as published by the International Code Council and includes the Historic, Existing Building, and International Property Maintenance Codes.

B. The California Electrical Code, 2016 edition, which incorporates the 2014 National Electrical Code as published by the National Fire Protection Association, NFPA 70.

C. The California Mechanical Code, 2016 edition, which incorporates the 2015 Uniform Mechanical Code as published by the Association of Plumbing and Mechanical Officials.

D. The California Plumbing Code, 2016 edition, which incorporates the 2015 edition of the Uniform Plumbing Code.

E. The California Fire Code, 2016 edition as amended by the Central Fire Protection District Fire Code, 2015 edition.

F. The California Residential Code, 2016 edition, which incorporates the International Residential Code, 2015 edition.

G. The 2016 California Referenced Standards Code.

H. The California Energy Code, 2016 edition.

I. The California Green Building Standards Code, 2016 edition.

J. The California Administrative Code, 2016 edition.

K. The California Historical Building Code, 2016 edition.

L. The California Existing Building Code, 2016 edition, which incorporates the International Existing Building Code, 2015 edition.

The International Building Codes may be used as an alternative to the California Codes, when submitted, reviewed, and approved by the City's Building Official.

SECTION 3. Section 15.04.050 Modifications to the California Building Code.

Building and Fire Code Ordinance Adoption
November 22, 2016

- A. The following local geologic conditions justify modifications to California Building Standards Code as detailed in subsection B:

Geological – The region is located in an area of high seismic activities as indicated by United States Geological Survey and California Division of Mines and Geology. Recent earthquake activities have indicated the lack of flexibility of materials and/or building systems has been a contributing factor to damages that reduced the usability of buildings, degraded the life-safety of building occupants, and increased the cost of rehabilitation of the structures.

- B. The following modifications apply to the California Building Code:

1805.3.1. Concrete floors in all residential occupancies shall be protected from moisture penetration by a bed of at least three inches of clean rock, not less than 3/8 inch nor more than 1 inch in diameter. Dam proofing consisting of not less than 10-mil polyethylene with joints lapped not less than 12 inches, a vapor barrier that meets or exceeds ASTM E-1745 Standards, or other approved methods or materials shall be installed beneath the slab. Joints in the membrane shall be lapped and sealed in accordance with the manufacturer's installation instructions.

Section 1905.1.8. Amends ACI 318 section 22.10.1 of ACI 318 that allows the use of plain concrete in residential structures assigned to seismic design category D, E or F to read:

22.10. Plain concrete in structures assigned to seismic design category C, D, E or F.

22.10.1. Structures assigned to Seismic Design Category C, D, E or F shall not have elements of structural plain concrete, except as follows:

- (a) Isolated footings of plain concrete supporting pedestals or columns are permitted, provided the projection of the footing beyond the face of the supported member does not exceed the footing thickness.

Exception: In detached one and two-family dwelling three stories or less in height, the projection of the footing beyond the face of the supported member is permitted to exceed the footing thickness.

- (b) Plain concrete footing supporting walls are permitted, provided the footings have at least two continuous longitudinal reinforcing bars. Bars shall not be smaller than No. 4 and shall have a total area of not less than 0.002 times the gross cross-sectional area of the footing. A minimum of one bar shall be provided at the top and bottom of the footing. Continuity of reinforcement shall be provided at corners and intersections.

Exception: In detached one and two-family dwellings three stores or less in height and constructed with stud bearing walls, plain concrete footings with at least two continuous longitudinal reinforcing bars not smaller than No. 4 are permitted to have a total area of less than 0.002 times the gross cross-sectional area of the footing.

SECTION 4. The following changes and modifications are hereby made to the California Residential Code as referenced below:

R506.2.3. Concrete floors in all residential occupancies shall be protected from moisture penetration by a bed of at least three inches of clean rock, not less than 3/8 inch nor more than 1 inch in diameter. Damproofing consisting of not less than 10-mil polyethylene with joints lapped not less than 12 inches, a vapor

Building and Fire Code Ordinance Adoption
November 22, 2016

barrier that meets or exceeds ASTM E-1745 Standards, or other approved methods or materials shall be installed beneath the slab. Joints in the membrane shall be lapped and sealed in accordance with the manufacturer's installation instructions.

R403.1.3. Seismic reinforcing.

- a) Concrete footings located in Seismic Design Categories D0, D1 and D2, as established in Table R301.2 (1), shall have minimum reinforcement of at least two continuous longitudinal reinforcing bars not smaller than No. 4 bars. Bottom reinforcement shall be located a minimum of 3 inches (76 mm) clear from the bottom of the footing.
- b) In Seismic Design Categories D0, D1 and D2 where a construction joint is created between a concrete footing and a stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing, have a standard hook and extend a minimum of 14 inches (357 mm) into the stem wall.
- c) In Seismic Design Categories D0, D1 and D2 where a grouted masonry stem wall is supported on a concrete footing and stem wall, a minimum of one No. 4 bar shall be installed at not more than 4 feet (1219 mm) on center. The vertical bar shall extend to 3 inches (76 mm) clear of the bottom of the footing and have a standard hook.
- d) In Seismic Design Categories D0, D1 and D2 masonry stem walls without solid grout and vertical reinforcing are not permitted.

Exception: In detached one- and two-family dwellings which are three stories or less in height and constructed with stud bearing walls, isolated plain concrete footings supporting columns or pedestals are permitted.

In Seismic Design Categories D₀, D₁, and D₂, Method GB is not permitted and the use of Method PCP is limited to one-story single family dwellings and accessory structures.

Add the "e" footnote notation in the title of Table R602.10., after the four footnotes currently shown, to read:

TABLE R602.10.1.3(3)^{a,b,c,d,e}

- e) R602.10.4.4. Limits on methods GB and PCP. In Seismic Design Categories D₀, D₁, and D₂, Method GB is not permitted for use as intermittent braced wall panels, but gypsum board is permitted to be installed when required by this Section to be placed on the opposite side of the studs from other types of braced wall panel sheathing. In Seismic Design Categories D₀, D₁, and D₂, the use of Method PCP is limited to one-story single family dwellings and accessory structures.

SECTION 5. This Ordinance shall take effect and be in full force thirty (30) days after its final adoption by the City Council.

This Ordinance was introduced on the 10th day of November, 2016, and was passed and adopted by the City Council of the City of Capitola on the _____ day of _____, _____, by the following vote:

Building and Fire Code Ordinance Adoption
November 22, 2016

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: Public Works Department

SUBJECT: Approval of the Jade Street Tennis Court Slip Sheet Overlay Project Notice of Completion

RECOMMENDED ACTION: Approve and accept the Jade Street Tennis Court Slip Sheet Overlay Project as constructed by Vintage Contractors, Inc. as complete at a final cost of \$118,060; and authorize the Public Works Department to release the contract retention of \$11,806 in 35 days following the recordation of the Notice of Completion.

BACKGROUND: A contract was awarded to Vintage Contractors, Inc. on September 8, 2016, for the Jade Street Tennis Court Slip Sheet Overlay Project. The original contract was in the amount of \$118,060.00. The overlay project was completed on November 7, 2016, and the final invoice has been submitted by the contractor.

DISCUSSION: The final cost of the project is \$118,060.00. There were no additions or change orders for this project and the final invoice is for the contract award.

FISCAL IMPACT: The construction budget for the project was \$118,060.00. Funding sources included a \$38,000 donation from the Rudolph F. Monte Foundation with the balance coming from the Capital Improvement Fund.

ATTACHMENTS:

1. Notice of Completion

Report Prepared By: Danielle Uharriet
Environmental Projects Manager

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

11/18/2016

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of Capitola
Public Works Department
Attn: Steven Jesberg
420 Capitola Avenue
Capitola, California 95010

SPACE ABOVE THIS LINE FOR RECORDER'S USE

THIS INSTRUMENT IS BEING RECORDED FOR THE BENEFIT OF THE CITY OF CAPITOLA
NO RECORDING FEE IS REQUIRED PURSUANT TO GOVERNMENT CODE §27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the City of Capitola, owner of the property hereinafter described, whose address is 420 Capitola Avenue, Capitola, California, has caused a work of improvements more particularly described as follows:

PROJECT NAME: Jade Street Tennis Court Slip Sheet Overlay Project

PROJECT DESCRIPTION: Jade Street Tennis Court Resurfacing.

to be constructed on property more particularly described as follows:

DESCRIPTION: Jade Street Park Tennis Courts

ADDRESS: 4400 Jade Street, Capitola, CA 95010

APN: 034-551-02

The work of the improvement was completed by:

CONTRACTOR: Vintage Contractors, Inc.

ADDRESS: 2367 Ocean Avenue, San Francisco, California 94127

The work of the improvements was actually completed on the 7th day of November, 2016, and accepted by the City Council of said City on the 22nd day of November, 2016.

Signature of City Official: _____

The undersigned certifies that he is an officer of the City of Capitola, that he has read the foregoing Notice of Completion and knows the content thereof; and that the same is true of his own knowledge, except as to those matters which are therein stated on information or belief, and as to those matters that he believes to be true. I certify under penalty of perjury that the foregoing is true and correct. Executed at the City of Capitola, County of Santa Cruz, State of California.

Steven E. Jesberg
Director of Public Works

Signed: _____

Date: _____

Attachment: Notice of Completion [Revision 1] (1660 : Notice of Completion Tennis Courts)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: City Manager Department

SUBJECT: Receive Report Regarding the Junior Guard Program

RECOMMENDED ACTION: Receive Report and provide direction.

BACKGROUND: The Capitola Junior Lifeguard Program has been a fixture at Capitola Beach for over 35 years. The Program has been run through the City's Recreation Department since its inception. In 2016, the Junior Lifeguard Program had approximately 1100 participants and employs over 25 people to run the Junior Lifeguard Program.

The City's Police Department operated a Beach Lifeguard Program until 2012. Although in the past the two programs were both run by the City, there was no integration between the programs. Capitola's Junior Lifeguard instructors were not beach lifeguards and were not trained to be beach lifeguards.

In 2012, the City contracted with Santa Cruz Marine Safety Division (SCMSD) and Santa Cruz Fire to run the Beach Lifeguard Program. The City of Santa Cruz was selected due to their well-established Marine Safety Program coupled with their similar geographical and beach demographics. The City of Santa Cruz, specifically the SCMSD, assumed responsibility for the entire Beach Lifeguard Program including recruiting, hiring, training, and scheduling the lifeguards, as well as program administration, payroll, and procuring equipment.

The City decided to contract with SCMSD for beach lifeguard services for the following reasons, all of which are still valid today:

- SCMSD Advanced USLA Certification and Training;
- Augmented ability to respond to larger scale incidents due to the availability of additional resources;
- Advanced equipment;
- Budget savings;
- SCMSD's ability to offer career path options to lifeguards due to the program's integration in the Santa Cruz Fire Department;
- Reduction in risk to City.

After the City contracted for beach lifeguard services with SCMSD, the California Surf Lifesaving Association (CSLSA) became increasingly focused on the City's Junior Lifeguard Program, expressing concerns that the Program was not managed the same manner that almost all other programs in the State were run. Specifically, CSLSA was concerned that the City's Junior Lifeguard Program was not being managed by a lifeguard agency. In order to try to address this

Junior Guard Program
November 22, 2016

concern, beginning in 2014 Capitola began working with SCMSD to help train the City's Junior Lifeguard instructors. In both 2015 and 2016 that training program was modified based on prior year experience.

However, after the Summer 2016 Junior Lifeguard season, SCMSD notified the City that they would be unable continue to provide training for the City's Junior Lifeguard Program instructors. In October, the California Surf Lifesaving Association (CSLSA) sent a letter to the City explaining that since the Junior Lifeguard Program was no longer being trained by a recognized CSLSA Lifeguard Chapter, Capitola's Program would no longer be able to participate in the regional and national competitions. In 2016, 85 Junior Guards went to regionals.

Since that notification was received, City staff has held numerous meetings with Santa Cruz Fire to explore options to improve the training and management of the City's Junior Lifeguard Program. The CSLSA has been made aware of the discussion and has helped provide feedback regarding the continued relationship between the City's Program and SCMSD.

DISCUSSION: The United States Lifeguard Association (USLA) and the California Surf Lifesaving Association (CSLSA) are non-profit organizations that promote beach safety awareness and set professional open-water lifesaving standards. Almost all California Beach Lifeguard Programs have charters with the USLA and have gone through the USLA certification process. The certification process confirms that the training, policies and procedures of the lifeguard program meet the USLA standards. The vast majority of Junior Lifeguard Programs are staffed by beach lifeguards. The training of Junior Lifeguard instructors in most agencies is created by and conducted by beach lifeguards. Under all three options described below, staff is recommending two key changes to City's Program

1. Starting the one week later to allow more time for Junior Guard instructors to complete required training. This will make the first session a four-week session instead of a five-week session.
2. Reducing the size of the Program between 10% and 15%. This will ensure that the required ratio of instructors to Junior Guards can be maintained.

The City of Capitola has the following options has for its Junior Guard Program:

| Option | Description | Option costs |
|----------------------------------|--|--|
| Recreation Program | Continue contract with SCMSD for beach lifeguards and run the Junior Lifeguard Program as a beach recreation program. Junior Guard instructors would be trained by Capitola according to United States Lifesaving Association (USLA) and USLA Open Water Lifesaving Standards, as had been done in the past working with SCMSD. Because the Junior Lifeguard Program would not be managed by a USLA chapter, Capitola Junior Guards would not be eligible to participate in regional and national competitions. Staff would continue to work with Santa Cruz and State Lifeguards to facilitate participation in local competitions. | Minimal |
| Capitola Beach Lifeguard Program | Reinstate the Capitola Junior Lifeguard Program. Obtain CSLSA certification. Terminate contract for lifeguard services with the City of Santa Cruz. Integrate Beach Lifeguard Program with the Junior Lifeguard Program. Obtain all necessary equipment to obtain CSLSA | Approximately \$75,000/year. Initial equipment purchases of roughly \$25,000 |

Junior Guard Program
November 22, 2016

| | | |
|---------------|---|--|
| | certification. | |
| Hybrid Option | Capitola assumes beach lifeguard responsibilities during weekday mornings from 9:00 AM to 11:00 AM prior to SCMSD arrival on the beach. Obtain CSLSA certification for Capitola beach lifeguards. Modify Junior Guard job descriptions to include lifeguard responsibilities. Establish training program with SCMSD to ensure all Junior Guard instructors meet the requirements. | Approximately \$30,000/year. Initial equipment purchases of roughly \$5,000 Option would require review by CSLSA |

FISCAL IMPACT: Reducing the Junior Lifeguard Program by one week will reduce the Program revenues by approximately \$40,000. Reducing the number of Junior Lifeguards by 10% will reduce revenues by approximately \$35,000. Staffing costs are unlikely to be significantly reduced due to training requirements.

One option to minimize the fiscal impact of these changes would be to increase the non-City/District resident fee from \$32 to \$64 for the Junior Guard program only. This would generate approximately \$15,000/year and may help to offset the impacts of a reduced program size on Capitola and Soquel School District residents. This would increase the cost for non-City/District residents from \$252 to \$284.

Total Estimated Option Costs

| Option | Later Start Date/Reduced enrollment Cost | Option Cost | Total Cost |
|----------------------------------|--|--|--------------------------------------|
| Recreation Program | \$75,000 | Minimal | \$75,000/year |
| Capitola Beach Lifeguard Program | \$75,000 | Approximately \$75,000/year. Initial equipment purchases of roughly \$25,000. | \$150,000/year \$25,000 equipment |
| Hybrid Option | \$75,000 | Approximately \$30,000/year. Initial equipment purchases of roughly \$5,000 Option would require review by CSLSA | \$105,000/year \$5,000 equipment |

Report Prepared By: Larry Laurent
Assistant to the City Manager

Junior Guard Program
November 22, 2016

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

11/18/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: Public Works Department

SUBJECT: Report from the Santa Cruz County Sanitation District on the Soquel Pump Station Project

RECOMMENDED ACTION: Receive Report.

BACKGROUND: The Santa Cruz County Sanitation District (District) has a project scheduled in their Capital Improvement Program to complete major upgrades to their Soquel Pump Station which is located adjacent Soquel Creek in the Nob Hill Shopping Center. The City Council has requested an update on the project and details on the odor controls system upgrades for the station.

DISCUSSION: The County has provided the following project description:

The Soquel Pump Station project includes construction of 1,140 lineal feet of 24-inch force main to replace the existing 27-inch force main constructed in 1977. The new force main will be constructed of high density polyethylene (HDPE) and installed by horizontal directional drilling under Soquel Creek. Upgrades to the Soquel Pump Station includes improving the operational reliability with the addition of a surge valve, a flow meter with remote monitoring capability, replacement of valves with automated controls, and odor control improvements.

The project will reduce the potential for sewage spills from the existing 40-year-old force main that runs under Soquel Creek which is suspected of being corroded. Soquel Creek flows directly to Capitola Beach, approximately one mile downstream of the project location. Recently, data at the Soquel Pump Station indicates a potential leak at or near this site. Implementation of the project will help protect Soquel Creek and Capitola Beach from bacteria contamination.

The District is working to secure a State Revolving Fund (SRF) loan from the State Water Resources Control Board (SWRCB) which is taking longer than originally anticipated. Currently the District is expecting the project to start in late Spring or early Summer 2017. Construction is estimated to take 180 calendar days.

County Sanitation District staff will make short presentation on the project and be available to answer questions.

FISCAL IMPACT: None

Soquel Pump Station Project Update
November 22, 2016

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

11/18/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF NOVEMBER 22, 2016

FROM: Capitola Police Department

SUBJECT: Receive Report on Special Event Highlights and Issues for 2016

RECOMMENDED ACTION: Provide direction regarding changes to specific recurring special event permit conditions and if any additional review should be required for any 2017 special events.

BACKGROUND: In February 2002, the City Council approved Resolution No. 3202, adopting a Special Event Permit Program and Fee Schedule. The purpose of the Program was to provide regulations and guidelines for special events occurring within the City limits and to recover costs associated with those events.

Special events are divided into two categories: general special events and minor special events. General special events are those with more than 200 attendees, or notable impacts to City services or a particular neighborhood; and minor special events are events with less than 200 people and limited impacts.

Minor special events can be approved by the City Manager providing specific findings can be made. All applications for new general special events must be reviewed by the City Council. However, events that were held the prior year may be approved by the City Manager if there are no significant modifications and any problems have been resolved.

The purpose of this hearing is to review the 2016 special events, call out any issues and determine if any additional review should be required for any recurring events in 2017. If no issues are identified for a particular event, and the event organizer proposes no significant changes, staff will issue permits for those recurring special events in 2017.

DISCUSSION: In 2016, the Police Department issued 11 general special event permits and 14 minor special event permits (the same number as in 2015). There were four new minor events this year: The Walk for Angelman's Syndrome, a memorial service on the beach, and two weddings on the bandstand. The walk began and ended at Jade Street Park.

The returning general events included the Wharf to Wharf, the Art and Wine Festival, the Begonia Festival, the Classic Car Show, the Monte Foundation Fireworks, the Jay Moriarity Paddleboard Race, the Surf City AIDS Ride, the AIDS Lifecycle, the Mermaid Triathlon, and the Capitola Half Marathon. The minor events were Art at the Beach, the Twilight Concerts, Movies at the Beach, the Easter Egg Hunt, the Kite Classic, the Halloween Parade, Surfing Santa, the She.Is.Beautiful yoga event, and the Surfer's Path 10k/5k.

There were few issues or changes associated with this year's events. Complaints were posted on social media about the overflowing trashcans during the Begonia Festival. Public Works staff empties the trashcans three times per day on summer weekends. Because the Begonia Festival

Special Event Highlights and Issues
November 22, 2016

is held during Labor Day weekend, the beach is very busy and the cans fill up quickly with pizza boxes and extra trash. An additional pickup during the festival would be helpful. On duty staff is taxed with activities and responsibilities throughout the City. Staff will ask the Begonia Festival staff to solicit help from additional volunteers and post additional trash receptacles.

In addition, staff was concerned with the number of people on the Regional Transportation Commission's (RTC) railroad trestle during the Begonia Festival parade. Although caution tape is placed at the entrance to the trestle, people step over it. Staff has recommended to the Begonia Festival Committee that they hire private security at the trestle entrance during the parade at a cost of approximately \$200 to \$300. It will be a condition of their permit next year that they obtain the necessary authority from the RTC to secure the trestle during the nautical parade.

There were two complaints from residents regarding the volume of amplified sound from the Mermaid Half Marathon. This is the third consecutive year of this same complaint and staff has consulted with the event promoter again regarding this issue. Staff is prepared to eliminate amplified music as part of their permit conditions.

There were a few complaints from Depot Hill residents about the road closures during the Monte Fireworks show. Staff uses their best judgment and does allow residents and their vehicles to pass when it is safe to do so. There are times where residents may have to wait to drive a vehicle into Depot Hill for a period of time while pedestrians clear the area. During this year's event there was heavy low-level fog, which decreased visibility significantly and extended the road closure into the Depot Hill area. Pedestrians were leaving the show early and were in the roadway, which made it unsafe to allow vehicles onto the roadway at the same time. Staff will continue to allow vehicles to pass when it is safe to do so.

As the summer activities come to a close near the beginning of September, staff starts to receive concerns and complaints from residents about "event fatigue" due to the amount of road closers, traffic, and noise related activity from a yearlong of special events.

The Council stopped issuing grants for permit fees and personnel costs in 2012. From November 2015, to November 2016, the Police Department billed 206.75 police personnel hours (a decrease of 39.50 hours from 2015), and 54.00 Public Works personnel hours (an increase of 54.00 hours from 2015), totaling \$22,272.59. The special event sponsors reimbursed those costs associated with the cost of staff time. The total permit and bandstand rental fees paid during the same period were \$7,203.90.

FISCAL IMPACT: None

ATTACHMENTS:

1. 2016 Special Event Costs

Report Prepared By: Deince Pearson
Administrative Records Analyst

Special Event Highlights and Issues
November 22, 2016

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

11/18/2016

2016 Special Events

| Event | PD Hrs | PW Hrs | Staffing Cost | Permits/Bands and Rental | Total Fees | General | Minor |
|------------------------------------|---------------|--------------|---------------------|-----------------------------|---------------------|-----------|-----------|
| Easter Egg Hunt | | | \$ - | \$ 56.00 | \$ 56.00 | | X |
| Operation Surf | | | \$ - | \$ 355.95 | \$ 355.95 | | X |
| Walk for Angelman's Syndrome | | | \$ - | \$ 145.95 | \$ 145.95 | | X |
| Capitola Half Marathon | 6.5 | 4 | \$ 697.29 | \$ 1,021.95 | \$ 1,719.24 | X | |
| Car Show | 16.5 | 2 | \$ 1,370.76 | \$ 985.95 | \$ 2,356.71 | X | |
| AIDS Lifecycle | | | \$ - | \$ 117.95 | \$ 117.95 | X | |
| Twilight Concerts (Wednesdays) | | | \$ - | \$ - | \$ - | | X |
| Art & Music at the Beach (Sundays) | | | \$ - | \$ - | \$ - | | X |
| Jay Race | | 2 | \$ 89.22 | \$ 145.95 | \$ 235.17 | X | |
| She.is.beautiful Yoga Event | | | \$ - | \$ 565.95 | \$ 565.95 | | X |
| Wharf to Wharf | 35 | 71.5 | \$ 6,035.00 | \$ 402.05 | \$ 6,437.05 | X | |
| Movies on the Beach (Fridays) | | | \$ - | \$ - | \$ - | | X |
| Operation Surf Crossfit Event | | | \$ - | \$ 117.95 | \$ 117.95 | | X |
| Begonia Festival | 32.5 | 20 | \$ 3,352.82 | \$ 620.25 | \$ 3,973.07 | X | |
| Art & Wine | 49.75 | 4 | \$ 4,311.68 | \$ 1,050.25 | \$ 5,361.93 | X | |
| Opera | | | \$ - | \$ - | \$ - | | X |
| Mermaid Triathlon | 18.5 | 2 | \$ 2,134.57 | \$ 153.25 | \$ 2,287.82 | X | |
| Monte Foundation Fireworks | 41 | | \$ 3,654.13 | \$ 190.25 | \$ 3,844.38 | X | |
| Surf City AIDS Ride | | | \$ - | \$ 145.95 | \$ 145.95 | X | |
| Surfer's Path Hang 10/Hang 5 | 7 | 1 | \$ 627.12 | \$ 190.25 | \$ 817.37 | X | |
| Halloween Parade | | | \$ - | \$ 187.05 | \$ 187.05 | | X |
| Surfing Santa | | | \$ - | \$ 94.00 | \$ 94.00 | | X |
| | | | | | | | |
| Private Parties | | | | | | | |
| Memorial Service on the Beach | | | | \$ 84.00 | \$ 84.00 | | X |
| Gordon-Tarnowski Wedding | | | | \$ 272.00 | \$ 272.00 | | X |
| Sabedra-Phillips Wedding | | | | \$ 301.00 | \$ 301.00 | | X |
| Totals | 206.75 | 106.5 | \$ 22,272.59 | \$ 7,203.90 | \$ 29,476.49 | 11 | 14 |