

City of Capitola Agenda

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



CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, DECEMBER 8, 2016

6:00 PM

CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE, CAPITOLA, CA 95010

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 New City Receptionist Jackie Aluffi
- B. Oath of Office Ceremony for Newly Appointed City Clerk Linda Fridy
- C. Proclamation Honoring City Treasurer Christine McBroom

3. ADDITIONAL MATERIALS

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

4. ADDITIONS AND DELETIONS TO AGENDA

5. 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.

6. 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.

7. 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.

- A. Consider the November 22, 2016, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.
- B. Approval of City Check Register Reports Dated November 4, November 10, November 18, and November 23, 2016
RECOMMENDED ACTION: Approve Check Registers.
- C. Consider a Resolution Authorizing an Increase in the Residential and Commercial Garbage Collection
RECOMMENDED ACTION: Adopt the proposed Resolution approving the Rate Schedule for Residential and Commercial Garbage Collection and Recycling in Capitola effective January 1, 2017, superseding Resolution No. 4039, as authorized in the Franchise Agreement dated April 24, 2008, and amended on December 13, 2012.
- D. Receive the Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2016, and the Housing Successor Independent Financial Audit and Annual Progress Report
RECOMMENDED ACTION: Receive Reports.
- E. Adopt a Resolution Setting the Interest Rate for Tenant's Security Deposits for 2017 at Zero Percent (0.00%), as was Set for 2016
RECOMMENDED ACTION: Adopt Resolution.

- F. Appeal of Design Permit and Variance for a New Home at 105 Sacramento Avenue
RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of January 12, 2016, to consider two appeals of Application #16-133.
- G. Consider a Resolution Approving Lifeguard Staff Job Classifications
RECOMMENDED ACTION: Adopt Resolution approving new job classifications for Beach Captain, and amending the job titles and descriptions for the Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor positions.
- H. Approve the Third Amendment to the City Manager Employment Agreement
RECOMMENDED ACTION: Approve Amendment.
- I. Consider a Resolution Approving a New Hourly and Seasonal Pay Schedule
RECOMMENDED ACTION: Adopt a Resolution Repealing Resolution No. 4034 and Approving a New Hourly/Seasonal Pay Schedule.

8. 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. Consider a Resolution Confirming and Approving the Canvass of Returns and Result of the General Municipal Election
RECOMMENDED ACTION: Adopt the Resolution confirming and approving the Canvass of Returns and Result of the General Municipal Election held on November 8, 2016; thereby adopting Ordinance No. 1008 – An Ordinance of the People of the City of Capitola extending the sunset date on an existing one-quarter cent (0.25%) Transaction and Use ("Sales") Tax to maintain fiscal stability and protect essential City facilities and services.
- B. Oath of Office Ceremony for Newly Elected, Re-elected Council Members, City Treasurer, and Seating of Newly Elected Officials
RECOMMENDED ACTION: City Clerk to administer the oath of office.
- C. City Council Reorganization for the Selection of Mayor and Vice Mayor
RECOMMENDED ACTION: City Council consideration for a new Mayor and Mayor Pro Tempore.
- D. Consider the 2017 Meeting Schedules for the City Council/Successor Agency and the Planning Commission/Architectural and Site Review Committee
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.

9. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

- A. Review City Council Representation on Various County/Multi-County Boards, Commissions, and Committees; and City Council Appointments, Re-Appointments, and Nominations of Members to City Internal Advisory Bodies
RECOMMENDED ACTION: Provide appointments.

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.

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 DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Introduction of New City Receptionist Jackie Aluffi

DISCUSSION: The City has a new Receptionist/Development Services Technician, Jackie Aluffi. She is a long time Santa Cruz County resident and has worked for the City of Watsonville for over 30 years. Jackie has extensive experience working in several different departments with the City of Watsonville including 14 years as Administrative Analyst in the Community Development Department.

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

12/2/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Oath of Office Ceremony for Newly Appointed City Clerk Linda Fridy

DISCUSSION: The City has a new City Clerk, Linda Fridy. She is a long-time Santa Cruz County resident and has worked for the City for four years as Receptionist/Development Services Technician. Linda's background is in journalism which includes over 15 years as a reporter and editor for several publications in Pennsylvania and Santa Cruz County. Over the last six months Linda has attended 25 classes geared toward training a City Clerk.

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

12/2/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Proclamation Honoring City Treasurer Christine McBroom

DISCUSSION: Christine McBroom was appointed as the Capitola City Treasurer on September 26, 2013, and she served as the City Treasurer until December 2016. In addition, Ms. McBroom served on the City's Finance Advisory Committee from July 2009 to December 2016.

ATTACHMENTS:

1. Proclamation

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

12/2/2016

City of Capitola Mayor's Proclamation Honoring City Treasurer Christine McBroom

WHEREAS, Christine McBroom, a financial adviser, local business owner, and City resident, was appointed to the City of Capitola Finance Advisory Committee in July 2009 and served as the Business Representative until September 2013; and

WHEREAS, Christine McBroom served as the Chair of the Finance Advisory Committee from December 2011 until December 2016; and

WHEREAS, Christine McBroom was appointed as the Capitola City Treasurer on September 26, 2013, and she served as the City Treasurer until December 2016; and

WHEREAS, as City Treasurer Christine McBroom attended approximately 55 City Council meetings where she encouraged the City to establish robust financial reserves to improve the City's ability to meet future challenges; and

WHEREAS, as City Treasurer Christine McBroom supported investments in Capital Improvement Projects to maintain and repair our streets and parks; and

WHEREAS, Christine McBroom helped the City pass Measure F, which extended the one-quarter percent sales tax for an additional ten years to fund improvements to the City's Wharf and to protect essential City services and facilities; and

WHEREAS, the City wishes to welcome one of our newest residents, Beckett McBroom to the City, and offers Christine and Rory our best wishes with the challenges of juggling life as they raise Beckett and Kingston!

NOW, THEREFORE, I, Ed Botorff, Mayor of the City of Capitola, do hereby commend Christine McBroom for five years of excellence and dedicated service to the City. It is further recognized that Christine McBroom has always represented the City of Capitola with the highest degree of professionalism and that her contributions will always be greatly appreciated by Council Members, City staff, and the residents of the City of Capitola.

Ed Botorff, Mayor
Signed and sealed this 8th day of December, 2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider the November 22, 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 November 22, 2016, City Council 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

12/2/2016

**DRAFT
CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
TUESDAY, NOVEMBER 22, 2016 - 7:00 PM
6:00 PM**

Mayor Bottorff called the meeting to order at 6:00 PM. He announced the item to be discussed in Closed Session, as follows:

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 6:00 p.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.

2. PRESENTATIONS

- A. Introduction of the new City of Capitola Police Chief Terry McManus [480-05]
Terry McManus, new City of Capitola Police Chief was introduced.

3. REPORT ON CLOSED SESSION

Deputy City Attorney Gallogly stated that the Council discussed the City Manager's performance evaluation; there was no reportable action.

4. ADDITIONAL MATERIALS

City Clerk Sneddon stated that ten additional materials were received regarding **Item 9.A.**

5. ADDITIONS AND DELETIONS TO AGENDA (None provided)

6. PUBLIC COMMENTS (None provided)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 22, 2016

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Harlan thanked the community for their patience in the ongoing Park paving.

Council Member Termini stated that the Surfing Santa event will occur on Saturday, November 26th.

Mayor Bottorff reported on a recent Select Committee on South Bay Arrivals (FAA) meeting. City Manager Goldstein provided an update regarding the Park Avenue Paving Project.

8. CONSENT CALENDAR

RESULT:	ADOPTED <u>ITEM 8.A., ITEM 8.B., ITEM 8.C., AND ITEM 8.D.</u> [UNANIMOUS]
MOVER:	Dennis Norton, Councilmember
SECONDER:	Michael Termini, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

- 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[300-10]

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[570-10]

RECOMMENDED ACTION: Adopt Ordinance.

- D. Approval of the Jade Street Tennis Court Slip Sheet Overlay Project Notice of Completion [1040-20/500-10 A/C: Vintage Contractors, Inc.]

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

- A. Receive Report Regarding the Junior Guard Program [1050-10]

RECOMMENDED ACTION: Receive Report and provide direction.

Following local residents are in support of continuing the Junior Guard Program with a Chapter (USLA and CSLSA):

- Kim Carlton, Junior Guard Club President
- Bill Macy, Junior Guard Board Member
- Garrett Winter
- Denise White, Parents Club

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 22, 2016

- Tory Del Favero
- Sean Newcomb
- Tally Hoover
- Shawna
- Cassidy
- Nikki Brooks
- Anthony Gotti
- Mekina Madison
- Grace
- Cameron
- Dorrie Stallings
- Pam Greeninger
- Tim
- Grace
- Greg
- Jim Frawley, Santa Cruz Fire Chief
- Steve Hall, Interim Central Fire Chief
- Nels Westman

There was City Council consensus to give preference to Capitola and Soquel School District residents that register for the Junior Guard Program.

RESULT:	APPROVED THE FOLLOWING RECOMMENDATIONS FOR THE JUNIOR GUARD PROGRAM: (1) REDUCE PROGRAM SIZE TO IMPROVE MANAGEMENT AND OVERSIGHT; (2) PUSH BACK START OF FIRST SESSION TO ALLOW ADDITION TRAINING/COORDINATION PRIOR TO STARTING EACH YEAR; DIRECT STAFF TO PURSUE THE HYBRID OPTION, WITH THE UNDERSTANDING THAT IT IS SUBJECT TO CSLSA APPROVAL AND IN THE FUTURE; AND (3) DIRECT STAFF TO INCREASE NON-RESIDENT RATE FROM \$32 TO \$64 TO OFFSET FISCAL IMPACTS WITH THE FOLLOWING ROLL CALL VOTE:
MOVER:	Michael Termini, Council Member
SECONDER:	Stephanie Harlan, Council Member
AYES:	Norton, Bertrand, Harlan, Termini, Bottorff

City Council took a five-minute break.

Attachment: Draft November 22, 2016, City Council Minutes (1316 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
November 22, 2016

- B. Report from the Santa Cruz County Sanitation District on the Soquel Pump Station Project [1130-10]
RECOMMENDED ACTION: Receive Report.

RESULT: CITY COUNCIL RECEIVED THE REPORT.

- C. Receive Report on Special Event Highlights and Issues for 2016[1050-70]
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.

RESULT: CITY COUNCIL RECEIVED THE REPORT AND DIRECTED STAFF TO INFORM THE MERMAID TRIATHLON ORGANIZERS THAT THEIR EVENT WILL BE REVIEWED BY THE CITY FOR FUTURE MERMAID TRIATHLON EVENTS [UNANIMOUS]

MOVER: Michael Termini, Council Member
SECONDER: Jacques Bertrand, Council Member
AYES: Norton, Bertrand, Harlan, Termini, Bottorff

10. ADJOURNMENT

The meeting was closed at 9:30 PM.

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Attachment: Draft November 22, 2016, City Council Minutes (1316 : Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: Finance Department

SUBJECT: Approval of City Check Register Reports Dated November 4, November 10, November 18, and November 23, 2016

RECOMMENDED ACTION: Approve Check Registers.

BACKGROUND: Check Registers are attached for:

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
11/04/16	85086	85133	53	\$210,690.90
11/10/16	85134	85188	56	\$66,356.72
11/18/16	85189	85240	56	\$262,850.08
11/23/16	85241	85301	63	\$408,044.35

The City Main check register of October 28, 2016, ended with check #85085.

Account: Library				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
11/10/16	3	3	1	\$3,935.00

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
11/10/16	5020	5026	100	\$151,863.24
11/23/16	5027	5033	95	\$156,401.50

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

Check	Issued to	Dept.	Description	Amount
85107	ICMA Retirement Trust 457	FN	457 contributions	\$23,806.21
eft356	IRS	FN	Federal taxes & Medicare	\$28,433.95
eft358	CalPERS Health	FN	November health insurance	\$58,726.69
eft359	CalPERS Member Services	FN	PERS contributions	\$47,875.70

Approval of City Check Registers
December 8, 2016

85164	SCC Auditor-Controller	PD	October citation processing	\$12,050.50
85212	Kimley-Horn and Associates	PW	Engineering consulting, Stockton bridge assessment, Clares St. traffic calming, Enhanced bike lanes	\$12,909.73
85227	Softchoice Corporation	CM	Computer software	\$15,401.80
85234	Vintage Contractors	PW	Tennis court repair and resurfacing	\$106,254.00
85240	Ben Noble Urban & Regional Planning	CDD	June - September zoning code update consulting services	\$15,598.50
eft361	IRS	FN	Federal taxes & Medicare	\$28,320.03
85250	Atchison, Barisone, Condotti & Kovacevich	CM	October legal services	\$21,160.72
85251	Bear Electrical Solutions	PW	Speed sign install, remove cross walk pole for ADA ramp work, loop replacement at 41 st Ave.	\$12,448.00
85265	Granite Rock Company	PW	2016 street rehabilitation project	\$262,077.75
85283	PG&E	PW	Monthly utilities	\$13,962.56
eft366	CalPERS Member Services	FN	PERS contributions	\$48,381.61

ATTACHMENTS:

1. 11-04-16 City check register
2. 11-10-16 City check register
3. 11-18-16 City check register
4. 11-23-16 City check register

Report Prepared By: Maura Herlihy
Account Technician

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

12/2/2016

Accounts payable checks dated 11/04/2016, numbered 85086 to 85133 plus 5 accounts payable EFTs, for a total disbursement of \$210,690.90, have been reviewed and authorized for distribution by the City Manager.

As of 11/04/2016, the unaudited cash balance is \$4,553,539.56.

CASH POSITION - CITY OF CAPITOLA 11/04/2016

	<u>Net Balance</u>
General Fund	(\$161,847.74)
Payroll Payables	\$15,622.26
Contingency Reserve Fund	\$1,893,345.66
PERS Contingency Fund	\$300,000.00
Facilities Reserve Fund	\$229,870.00
Capital Improvement Fund	\$1,651,366.20
Stores Fund	\$21,137.17
Information Technology Fund	\$125,925.10
Equipment Replacement	\$80,795.88
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><u>\$4,553,539.56</u></u>

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



 Jamie Goldstein, City Manager

 11/04/2016
 Date

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85086	11/04/2016	Open			AFLAC	\$989.1
	Invoice		Date	Description		Amount
	555590		10/31/2016	October supplemental insurance 1001 - Payroll Payables		\$989.14
85087	11/04/2016	Open			AT&T/CALNET 3	\$1,055.7
	Invoice		Date	Description		Amount
	000008724340		10/13/2016	Monthly telephone service & T-1 access 1000 - General Fund \$748.55 2211- ISF-Information Tech \$307.18		\$1,055.73
85088	11/04/2016	Open			B & B SMALL ENGINE REPAIR	\$20.0
	Invoice		Date	Description		Amount
	359697		10/20/2016	Stihl KM110 #276553983 inspection		\$20.00
85089	11/04/2016	Open			BATTERIES PLUS	\$521.9
	Invoice		Date	Description		Amount
	314-307759		10/24/2016	Batteries		\$521.98
85090	11/04/2016	Open			BIG BROTHERS BIG SISTERS OF SC COUNTY	\$150.0
	Invoice		Date	Description		Amount
	103116		10/31/2016	BIA Window decorating contest 1321 - BIA - Capitola Village-Wharf BIA		\$150.00
85091	11/04/2016	Open			BIG CREEK LUMBER	\$321.0
	Invoice		Date	Description		Amount
	656924		10/25/2016	Wood for B&V I fence		\$163.38
	660764		11/02/2016	Fence material		\$157.66
85092	11/04/2016	Open			BIOBAG AMERICAS INC.	\$1,269.9
	Invoice		Date	Description		Amount
	444820		10/28/2016	Dog waste bags		\$1,269.91
85093	11/04/2016	Open			BRIAN VAN SON	\$854.5
	Invoice		Date	Description		Amount
	VanSon110116		08/29/2016	interview panel lunch		\$82.10
	VanSon102816		10/28/2016	Training reimbursement for lodging and meals		\$772.42
85094	11/04/2016	Open			CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	\$220.0
	Invoice		Date	Description		Amount
	60801		11/01/2016	CSMFO D. Pearson 2017 dues		\$110.00
	61141		11/01/2016	CSMFO M. Sullivan 2017 dues		\$110.00
85095	11/04/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,734.2
	Invoice		Date	Description		Amount
	POA102216		10/28/2016	Gym and POA dues 1001 - Payroll Payables		\$1,734.25

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transacti Amou
85096	11/04/2016	Open			CAROLYN FLYNN	\$2,880.
	Invoice		Date	Description		Amount
	CBF-9-2016		10/17/2016	September affordable housing admin.		\$2,880.00
				1000 - General Fund \$900.00		
				5552 - Cap Hsg Succ- Program \$1,980.00		
85097	11/04/2016	Open			D & G SANITATION	\$480.
	Invoice		Date	Description		Amount
	235529		10/31/2016	Fence rental		\$54.25
	235530		10/31/2016	McGregor park portable toilets		\$425.83
85098	11/04/2016	Open			DIXON AND SON INC.	\$149.
	Invoice		Date	Description		Amount
	202256		10/25/2016	Flat repair, O-ring, road service		\$149.49
85099	11/04/2016	Open			ED MORRISON	\$2,975.
	Invoice		Date	Description		Amount
	2016-04		11/01/2016	October PW inspections		\$2,975.00
85100	11/04/2016	Open			EWING IRRIGATION	\$747.
	Invoice		Date	Description		Amount
	2337768		10/13/2016	Tree stakes - flume		\$124.70
	2345209		10/14/2016	Wattle - erosion control		\$93.53
	2352198		10/15/2016	Wattle - erosion control		\$93.53
	2352199		10/15/2016	Top soil		\$18.88
	2399565		10/25/2016	Wattle		\$93.53
	2399566		10/25/2016	Rake,shovel, fertilizer		\$95.02
	2406617		10/26/2016	Erosion blanket		\$150.68
	2413730		10/27/2016	Jute staples		\$77.33
85101	11/04/2016	Open			EXCEL DRYER INC	\$152.
	Invoice		Date	Description		Amount
	145272		11/02/2016	Dryer optics and control assembly		\$152.00
85102	11/04/2016	Open			FEDERAL EXPRESS	\$78.
	Invoice		Date	Description		Amount
	5-586-20850		10/21/2016	Shipping charges		\$78.31
85103	11/04/2016	Open			FERGUSON ENTERPRISES INC.	\$336.
	Invoice		Date	Description		Amount
	5039954		10/24/2016	New toilet		\$336.25
85104	11/04/2016	Open			GRANITE ROCK COMPANY	\$121.
	Invoice		Date	Description		Amount
	990686		10/15/2016	Plaster sand		\$121.66
85105	11/04/2016	Open			HOSE SHOP	\$320.
	Invoice		Date	Description		Amount
	391830		10/23/2016	Couplings		\$320.21

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85106	11/04/2016	Open			HUB INTERNATIONAL	\$207.58
	Invoice		Date	Description		Amount
	HUB0916		10/26/2016	Recreation center liability insurance		\$207.58
85107	11/04/2016	Open			ICMA RETIREMENT TRUST 457	\$23,806.21
	Invoice		Date	Description		Amount
	41273598		10/31/2016	457 Contributions 10/28/16 pay date 1001 - Payroll Payables		\$23,806.21
85108	11/04/2016	Open			INDUSTRIAL SAFETY SUPPLY	\$444.02
	Invoice		Date	Description		Amount
	1039636		10/17/2016	Rain gear		\$444.02
85109	11/04/2016	Open			INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$297.10
	Invoice		Date	Description		Amount
	50259776		10/28/2016	Batteries		\$243.49
	511590		10/28/2016	Batteries		\$54.33
85110	11/04/2016	Open			JIM CLARK	\$112.00
	Invoice		Date	Description		Amount
	101916		10/19/2016	Blackflow tests		\$112.00
85111	11/04/2016	Open			LABORMAX STAFFING	\$2,271.46
	Invoice		Date	Description		Amount
	26-68524		10/21/2016	Seasonal labor 10/16-10/21		\$1,278.21
	26-68863		10/28/2016	Seasonal labor 10/22-10/28		\$993.46
85112	11/04/2016	Open			LIUNA PENSION FUND	\$894.40
	Invoice		Date	Description		Amount
	CS3663		10/31/2016	October LIUNA member dues 1001 - Payroll Payables		\$894.40
85113	11/04/2016	Open			PALACE OFFICE SUPPLIES	\$281.65
	Invoice		Date	Description		Amount
	9318817-0		10/27/2016	Office supplies		\$33.19
	396044-0		10/27/2016	Supplies		\$32.61
	396509-0		10/31/2016	Office supplies		\$89.60
	395993-0		10/26/2016	Office supplies		\$126.05
				1000 - General Fund	\$65.80	
				2210 - ISF - Stores Fund	\$215.65	
85114	11/04/2016	Open			PK SAFETY SUPPLY	\$250.14
	Invoice		Date	Description		Amount
	303209		10/20/2016	Safety glasses and vests		\$148.90
	303330		10/20/2016	Gloves		\$101.42
85115	11/04/2016	Open			QUENVOLD'S SAFETY SHOEMOBILES	\$2,158.69
	Invoice		Date	Description		Amount
	58459		10/14/2016	Safety shoes		\$2,158.69

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85116	11/04/2016	Open			ROGERS ANDERSON MALODY & SCOTT LLP	\$5,950.0
	Invoice		Date	Description		Amount
	52673		09/30/2016	FY15-16 Audit services		\$5,950.00
85117	11/04/2016	Open			ROYAL WHOLESALE ELECTRIC	\$80.2
	Invoice		Date	Description		Amount
	7719-609055		10/24/2016	Light		\$6.25
	7719-609056		10/24/2016	Light		\$19.58
	7719-609098		10/25/2016	Flood light		\$54.38
85118	11/04/2016	Open			SANTA CRUZ FIRE EQUIPMENT CO.	\$921.8
	Invoice		Date	Description		Amount
	99864		10/21/2016	Fire extinguisher maintenance		\$571.44
	99793		10/13/2016	Fire extinguishers		\$92.72
	99799		10/13/2016	Fire extinguishers		\$211.00
	99877		10/21/2016	Fire extinguishers		\$46.72
85119	11/04/2016	Open			SCC ENVIRONMENTAL HEALTH SVC	\$577.5
	Invoice		Date	Description		Amount
	IN0080534		10/25/2016	McGregor property site mitigation oversight charges 1200 - Capital Improvement Fund		\$577.50
85120	11/04/2016	Open			SPECTRUM BUSINESS	\$3,062.2
	Invoice		Date	Description		Amount
	SB101916		10/19/2016	Monthly internet service		\$3,062.27
				1000 - General Fund	\$1,150.92	
				2211 - ISF-Information Tech	\$1,911.35	
85121	11/04/2016	Open			SUPPLYWORKS	\$2,111.4
	Invoice		Date	Description		Amount
	381127836		10/14/2016	Cleaning supplies		\$970.99
	382057438		10/25/2016	Cleaning supplies		\$1,140.49
85122	11/04/2016	Open			T&T PAVEMENT MARKINGS	\$1,906.0
	Invoice		Date	Description		Amount
	2016753		10/24/2016	Traffic paint 1310 - Gas Tax Fund		\$1,906.07
85123	11/04/2016	Open			TAPCO	\$227.9
	Invoice		Date	Description		Amount
	I543926		10/21/2016	Brackets		\$227.95
85124	11/04/2016	Open			TARGET SPECIALTY PRODUCTS	\$739.6
	Invoice		Date	Description		Amount
	P10506757		10/24/2016	Fertilizer		\$739.61
85125	11/04/2016	Open			TED BURKE	\$2,400.0
	Invoice		Date	Description		Amount
	Burke102116		10/21/2016	BIA SF city guide advertising reimbursement 1321 - BIA - Capitola Village-Wharf BIA		\$2,400.00

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amount
85126	11/04/2016	Open			TRANSPARENT GLASS COATINGS, INC.	\$746.0
	Invoice		Date	Description		Amount
	4688		10/24/2016	City Hall window tint		\$746.00
85127	11/04/2016	Open			UNITED RENTALS (NORTH AMERICA) INC.	\$298.4
	Invoice		Date	Description		Amount
	141431689-001		10/19/2016	Mini excavator rental		\$298.45
85128	11/04/2016	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.0
	Invoice		Date	Description		Amount
	UW102816		10/28/2016	October United Way contributions 1001 - Payroll Payables		\$30.00
85129	11/04/2016	Open			UPEC LIUNA LOCAL 792	\$1,261.5
	Invoice		Date	Description		Amount
	640		10/31/2016	October UPEC member dues 1001 - Payroll Payables		\$1,261.50
85130	11/04/2016	Open			US BANK PARS	\$189.4
	Invoice		Date	Description		Amount
	PARS102816		10/28/2016	PARS contributions PPE 10-22-16 1001 - Payroll Payables		\$189.47
85131	11/04/2016	Open			ZUMAR INDUSTRIES INC.	\$835.4
	Invoice		Date	Description		Amount
	0167191		10/17/2016	Traffic signs 1310 - Gas Tax Fund		\$835.42
85132	11/04/2016	Open			Joan Osborne	\$60.0
	Invoice		Date	Description		Amount
	2002760.002		10/25/2016	Class refund		\$60.00
85133	11/04/2016	Open			Santa Cruz Cancer Group	\$150.0
	Invoice		Date	Description		Amount
	SCCG103116		10/31/2016	BIA Window decorating contest 1321 - BIA - Capitola Village-Wharf BIA		\$150.00
Type Check Totals:						\$67,648.7

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/04/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
EFT						
355	11/02/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,887.98
	Invoice		Date	Description		Amount
	1-929-248-384		11/02/2016	State taxes 10/28/16 pay date 1001 - Payroll Payables		\$6,887.98
356	11/01/2016	Open			INTERNAL REVENUE SERVICE	\$28,433.95
	Invoice		Date	Description		Amount
	92652686		11/01/2016	Federal taxes & Medicare 10/28/16 pay date 1001 - Payroll Payables		\$28,433.95
357	10/31/2016	Open			STATE DISBURSEMENT UNIT	\$1,117.84
	Invoice		Date	Description		Amount
	NLZ69366657		10/31/2016	Garnishments 10/28/16 pay date 1001 - Payroll Payables		\$1,117.84
358	11/02/2016	Open			CalPERS Health Insurance	\$58,726.69
	Invoice		Date	Description		Amount
	2143		10/15/2016	November health insurance 1000 - General Fund \$2,849.05 1001 - Payroll Payables \$55,877.64		\$58,726.69
359	11/01/2016	Open			CalPERS Member Services Division	\$47,875.70
	Invoice		Date	Description		Amount
	1000775104-7		11/01/2016	PERS contributions 10/28/16 pay date 1000 - General Fund (\$0.31) 1001 - Payroll Payables \$47,876.01		\$47,875.70
Type EFT Totals:						\$143,042.1

Attachment: 11-04-16 City check register (1291 : Approval of City Check Registers)

CITY - Main City Totals	Counts:	Totals:
Checks	48	\$67,648.7
EFTs	5	\$143,042.1
All	53	\$210,690.9

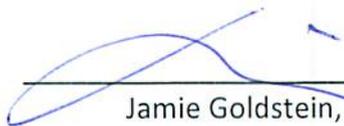
City Main account checks dated 11/10/2016, numbered 85134 to 85188 plus 1 EFT, totaling \$66,356.72, 1 Library account check totaling \$3,935.00, and 8 Payroll account checks plus 92 Payroll EFTs, totaling \$151,863.24, have been reviewed and authorized for distribution by the City Manager for a total disbursement of \$222,154.96.

As of 11/10/2016, the unaudited cash balance is \$4,549,546.39.

CASH POSITION - CITY OF CAPITOLA 11/10/2016

	<u>Net Balance</u>
General Fund	(\$285,338.54)
Payroll Payables	\$135,179.82
Contingency Reserve Fund	\$1,893,345.66
PERS Contingency Fund	\$300,000.00
Facilities Reserve Fund	\$229,870.00
Capital Improvement Fund	\$1,651,366.20
Stores Fund	\$21,020.24
Information Technology Fund	\$126,140.10
Equipment Replacement	\$80,795.88
Self Insurance Liability Fund	\$159,376.65
Worker's Comp. Ins. Fund	\$221,601.79
Compensated Absences Fund	\$16,188.59
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,549,546.39</u></u>

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



Jamie Goldstein, City Manager

11/10/2016

Date

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transactio Amou
85134	11/10/2016	Open			ALLSAFE LOCK COMPANY	\$34.
	Invoice		Date	Description		Amount
	48893		10/24/2016	Keys for parking office		\$34.10
85135	11/10/2016	Open			ATE3ONE	\$806.
	Invoice		Date	Description		Amount
	A3O110716		11/07/2016	Plein Air food truck		\$806.13
85136	11/10/2016	Open			B & B SMALL ENGINE REPAIR	\$17.
	Invoice		Date	Description		Amount
	360457		11/04/2016	Filler cap		\$17.32
85137	11/10/2016	Open			CA DEPARTMENT OF CONSERVATION	\$326.
	Invoice		Date	Description		Amount
	DC123015		12/31/2015	strong motion and seismic hazard mapping fee 2nd Qtr FY15-16		\$326.50
85138	11/10/2016	Open			CA DEPARTMENT OF JUSTICE	\$258.
	Invoice		Date	Description		Amount
	190659		10/05/2016	PD background check		\$130.00
	196784		11/02/2016	Fingerprinting		\$128.00
85139	11/10/2016	Open			CALE AMERICA INC.	\$2,894.
	Invoice		Date	Description		Amount
	142470		10/26/2016	Playstation repairs, keypad, cable		\$1,065.44
	142530		10/27/2016	October 2016 active meters		\$1,829.00
85140	11/10/2016	Open			CHRISTINE CANDELARIA	\$645.
	Invoice		Date	Description		Amount
	2		11/02/2016	BIA consulting and website support 1321 - BIA - Capitola Village-Wharf BIA		\$645.98
85141	11/10/2016	Open			CLASSIC VAPOR CLEANERS	\$652.
	Invoice		Date	Description		Amount
	CVC110116		11/01/2016	October uniform cleaning		\$652.41
85142	11/10/2016	Open			COASTAL WATERSHED COUNCIL	\$6,504.
	Invoice		Date	Description		Amount
	1528		11/08/2016	Urban Watch-Soquel Creek Watershed Water Quality Monitoring		\$1,774.81
	1529		11/07/2016	First Flush-Soquel Creek Watershed		\$4,729.88
85143	11/10/2016	Open			DAVID A GABBE	\$117.
	Invoice		Date	Description		Amount
	Gabbe110716		11/07/2016	Late Fall Instructor Payment 2016		\$117.00
85144	11/10/2016	Open			GARDAWORLD	\$173.
	Invoice		Date	Description		Amount
	10254281		11/01/2016	November armored car service		\$173.42

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City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
85145	11/10/2016	Open			HOME DEPOT CREDIT SERVICES	\$2,174.1
	Invoice		Date	Description		Amount
	2564218		10/03/2016	Drill bits		\$18.75
	1585986		10/04/2016	Screw bits		\$3.22
	7560426		10/18/2016	wall plate, outlet		\$18.72
	6572309		10/19/2016	Basket, shovel, ant bait traps, Raid		\$47.22
	9974476		10/06/2016	Materials for art panels		\$1,320.34
	5130370		10/20/2016	Returned two ant bait traps		(\$14.25)
	7561673		10/28/2016	Wall plates, box extender		\$39.14
	7023882		10/18/2016	Drill bits, pliers		\$44.22
	6055316		10/19/2016	Epoxy		\$5.92
	5013597		10/20/2016	Street painting supplies		\$120.35
	5588200		10/20/2016	Wrap		\$59.35
	5024234		10/20/2016	Shockwave tin set		\$21.52
	1573018		10/24/2016	Supply line		\$5.68
	0040023		10/25/2016	Painting supplies		\$11.01
	9014362		10/26/2016	Flashlights and batteries		\$95.02
	2592813		11/02/2016	Carpet adhesive		\$14.01
	1015334		11/03/2016	Carpet trim, lumber		\$226.48
	2562310		11/02/2016	Carpet adhesive, carpet knife, carpet		\$78.61
	1562514		11/03/2016	Wrenches		\$17.30
	0051765		11/04/2016	Step tread		\$42.12
				1000 - General Fund	\$2,092.16	
				1311 - Wharf Fund	\$82.57	
85146	11/10/2016	Open			INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$185.1
	Invoice		Date	Description		Amount
	511578		10/07/2016	Batteries		\$185.64
85147	11/10/2016	Open			JIM RUIZ	\$300.1
	Invoice		Date	Description		Amount
	JR110316		11/03/2016	Police sketch artist services		\$300.00
85148	11/10/2016	Open			KELLY MOORE PAINT COMPANY INC.	\$62.1
	Invoice		Date	Description		Amount
	803-00000676078		11/04/2016	City Hall paint		\$62.62
85149	11/10/2016	Open			KRAIG EVANS	\$500.1
	Invoice		Date	Description		Amount
	evans110716		11/07/2016	POST training - meal advance for Evans		\$500.00
85150	11/10/2016	Open			LABORMAX STAFFING	\$781.1
	Invoice		Date	Description		Amount
	26-69175		11/04/2016	Seasonal labor		\$781.44
85151	11/10/2016	Open			LIZ NICHOLS	\$514.1
	Invoice		Date	Description		Amount
	Nichols110216		11/02/2016	CALPELRA conference in Monterey		\$514.94

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
85152	11/10/2016	Open			LP POLICE	\$450.00
	Invoice		Date	Description		Amount
	1116LP31150		10/31/2016	Semi-annual plan fee		\$450.00
85153	11/10/2016	Open			MACKAY METERS INC	\$307.78
	Invoice		Date	Description		Amount
	1045780		10/31/2016	October parking meter and credit card transaction fees		\$307.78
85154	11/10/2016	Open			MARK GONZALEZ	\$224.22
	Invoice		Date	Description		Amount
	Gonzalez102916		10/29/2016	Range supplies reimbursement		\$224.22
85155	11/10/2016	Open			MID COUNTY AUTO SUPPLY	\$692.97
	Invoice		Date	Description		Amount
	10718		09/28/2016	Antifreeze		\$56.34
	12128		10/11/2016	Antifreeze		\$56.34
	13192		10/20/2016	car battery		\$84.29
	13147		10/19/2016	2006 Impala rotors, brake pads, silicone		\$405.97
	13350		10/21/2016	auto wires		\$38.36
	13750		10/25/2016	Electrical tape		\$6.69
	14312		10/31/2016	Oil filter, wiper blades		\$62.21
	14317		10/31/2016	Returned wiper blades, purchased different wiper blades		(\$17.94)
85156	11/10/2016	Open			MISSION LINEN SUPPLY	\$894.65
	Invoice		Date	Description		Amount
	503446266		10/05/2016	Linen service		\$79.68
	503400605		09/28/2016	Linen service, shop towels		\$31.80
	503446265		10/05/2016	Linen service, shop towels		\$31.80
	503542012		10/19/2016	linen service		\$31.80
	503522659		10/17/2016	Police dept. mat service		\$45.39
	503427620		10/03/2016	Police dept. mat service		\$45.39
	503473940		10/10/2016	Center mops & mats		\$63.65
	503495383		10/12/2016	Linen and mat service		\$102.15
	503495382		10/12/2016	Linen service, shop towels		\$31.80
	503588037		10/26/2016	Linen service, shop towels		\$31.80
	503542013		10/19/2016	Linen service		\$79.68
	503588038		10/26/2016	Linen & mat service		\$100.43
	503617558		10/31/2016	Mats for PD		\$45.39
	503638407		11/02/2016	Linen service		\$77.96
	503638406		11/02/2016	Linen service, shop towels		\$31.80
	503569698		10/24/2016	Center mats & mops		\$63.65
85157	11/10/2016	Open			MISSION PRINTERS	\$271.42
	Invoice		Date	Description		Amount
	53980		11/03/2016	Business cards for Van Son, Safty, K. Herlihy 2210 - ISF - Stores Fund		\$271.42
85158	11/10/2016	Open			MOFFATT AND NICHOL	\$3,798.50
	Invoice		Date	Description		Amount
	722059		11/04/2016	Wharf evaluation 1311 - Wharf Fund		\$3,798.50

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
85159	11/10/2016	Open			ORCHARD SUPPLY HARDWARE	\$784.7
	Invoice		Date	Description		Amount
	024828		10/05/2016	Paint brushes		\$8.25
	058645		10/06/2016	Root destroyer		\$20.64
	044600		10/07/2016	Batteries		\$16.51
	044680		10/07/2016	Latex gloves, gray cover		\$23.74
	059836		10/11/2016	Chip brushes		\$8.25
	157373		10/12/2016	Knee pads, gloves		\$74.35
	034857		10/13/2016	Rain suit and rubber boots		\$43.37
	047147		10/18/2016	velcro		\$30.98
	035698		10/17/2016	Steel, screws, washer, lock nut		\$56.27
	051591		10/27/2016	Power strip, peg hooks		\$46.25
	052436		10/31/2016	Water		\$9.06
	032185		10/03/2016	Ropes, hooks		\$60.90
	033824		10/09/2016	Staples		\$3.79
	046773		10/16/2016	Lawn rakes, cultivator		\$58.86
	027771		10/18/2016	Grommet kit and spring snaps - banners		\$36.12
	036648		10/21/2016	Putty and sockets		\$20.12
	050867		10/21/2016	Paint and thinner		\$15.48
	029201		10/23/2016	Graffiti supplies		\$24.70
	048575		10/25/2016	Paint		\$35.09
	048640		10/25/2016	Chalk, hammer		\$40.27
	038337		10/28/2016	Pick		\$17.55
	020849		10/31/2016	Test plug		\$6.19
	052578		10/31/2016	Toilet auger		\$38.74
	048594		10/25/2016	Light bulbs		\$17.02
	021090		11/01/2016	Fan supplies		\$26.31
	049750		11/01/2016	Light bulbs		\$28.36
	035890		10/18/2016	Gloves		\$17.55
				1000 - General Fund	\$708.34	
				1311 - Wharf Fund	\$76.38	
85160	11/10/2016	Open			PALACE OFFICE SUPPLIES	\$10.0
	Invoice		Date	Description		Amount
	9322285-0		11/07/2016	Museum office supplies		\$10.04
85161	11/10/2016	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,901.80
	Invoice		Date	Description		Amount
	EIA19092		11/01/2016	November dental & vision insurance		\$5,901.80
				1000 - General Fund	\$116.90	
				1001 - Payroll Payables	\$5,784.90	
85162	11/10/2016	Open			ROYAL WHOLESALE ELECTRIC	\$21.52
	Invoice		Date	Description		Amount
	7719-609345		11/02/2016	Clamps		\$21.52

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transactio Amot
85163	11/10/2016	Open			SAN LORENZO LUMBER	\$603.
	Invoice		Date	Description		Amount
	55-0214644		10/14/2016	Wood		\$64.81
	55-0215810		10/19/2016	Street painting supplies		\$33.53
	55-0216449		10/20/2016	Wharf House siding		\$60.56
	55-0217191		10/24/2016	Wood		\$78.89
	55-0219618		11/02/2016	Roofing supplies		\$94.89
	55-0219740		11/02/2016	Fence supplies		\$67.54
	55-0219743		11/02/2016	Wharf House siding		\$56.53
	55-0219919		11/02/2016	Wharf House repairs		\$146.87
				1000 - General Fund	\$244.77	
				1311 - Wharf Fund	\$358.85	
85164	11/10/2016	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$12,050
	Invoice		Date	Description		Amount
	SCCAC103116		10/31/2016	October citation processing		\$12,050.50
85165	11/10/2016	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$521.
	Invoice		Date	Description		Amount
	SCC110116		11/01/2016	November open query service		\$521.99
85166	11/10/2016	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$512.
	Invoice		Date	Description		Amount
	SCMU101216		10/12/2016	Monthly water service for medians		\$512.88
85167	11/10/2016	Open			SANTA CRUZ SENTINEL	\$298.
	Invoice		Date	Description		Amount
	0001006025		10/31/2016	October legal notices		\$298.98
85168	11/10/2016	Open			SIRCHIE	\$121.
	Invoice		Date	Description		Amount
	0274342-IN		10/13/2016	Testing kits		\$121.54
85169	11/10/2016	Open			SOQUEL CREEK WATER DISTRICT	\$8,469
	Invoice		Date	Description		Amount
	SCWD101916		10/19/2016	Monthly water usage and irrigation fees		\$8,469.39
				1000 - General Fund	\$8,061.20	
				1311 - Wharf Fund	\$408.19	
85170	11/10/2016	Open			SOQUEL HEARING AID CENTER (THE LISTENING STACK)	\$250.
	Invoice		Date	Description		Amount
	SHAC102416-2		10/24/2016	Radio adapter for Quolas		\$125.05
	SHAC102416		10/24/2016	Radio adapter for Zamora		\$125.05
85171	11/10/2016	Open			STAPLES ADVANTAGE	\$301.
	Invoice		Date	Description		Amount
	8041320647		10/08/2016	Office supplies		\$24.63
	8041412249		10/15/2016	Office supplies		\$277.24

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
85172	11/10/2016	Open			SUMMIT UNIFORMS	\$4,495.00
	Invoice		Date	Description		Amount
	35829		10/08/2016	Uniform items		\$790.25
	36092		10/17/2016	Red Polo		\$46.87
	36311		10/24/2016	Pants		\$80.66
	35781		10/07/2016	Uniform for Newton		\$3,577.38
85173	11/10/2016	Open			TERRY T. DOWELL	\$585.00
	Invoice		Date	Description		Amount
	Dowell110716		11/07/2016	Late Fall Instructor Payment 2016		\$585.00
85174	11/10/2016	Open			V & V MANUFACTURING INC	\$22.40
	Invoice		Date	Description		Amount
	43661		10/28/2016	Currier & Newton name tags		\$22.40
85175	11/10/2016	Open			WATCHGUARD VIDEO	\$3,034.13
	Invoice		Date	Description		Amount
	BCMINV0002492		10/20/2016	Warranty on body cameras 1300 - SLESF - Supl Law Enfc		\$3,034.13
85176	11/10/2016	Open			WE ALL RIDE SANTA CRUZ	\$805.50
	Invoice		Date	Description		Amount
	4148250		10/28/2016	Service to 2003 BMW motorcycle master cylinder		\$805.50
85177	11/10/2016	Open			Bothwell Construction Corp.	\$244.97
	Invoice		Date	Description		Amount
	Bothwell110316		11/03/2016	Building plan check fee refund		\$244.97
85178	11/10/2016	Open			Bradley Watkins	\$56.00
	Invoice		Date	Description		Amount
	166126726		10/31/2016	Citation refund		\$56.00
85179	11/10/2016	Open			Cyrus Chad Hunter	\$1,500.00
	Invoice		Date	Description		Amount
	Hunter110916		11/06/2016	1st place winner - Plein Air professional division 1315 - Public Art Fee Fund		\$1,500.00
85180	11/10/2016	Open			Dale Mills	\$225.00
	Invoice		Date	Description		Amount
	Mills110616		11/06/2016	performer - Plein Air		\$225.00
85181	11/10/2016	Open			Dana Spanierman	\$65.00
	Invoice		Date	Description		Amount
	2002779.002		11/03/2016	Class refund		\$65.00
85182	11/10/2016	Open			Hershel Abelman	\$100.00
	Invoice		Date	Description		Amount
	Abelman110616		11/06/2016	1st place winner - Plein Air amateur division		\$100.00

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transactio Amou
85183	11/10/2016	Open			Kevin Courter Fine Art	\$200.0
	Invoice		Date	Description		Amount
	KCFA110616		11/06/2016	Judging of Plein Air event		\$200.00
85184	11/10/2016	Open			Marc Schwartz	\$225.0
	Invoice		Date	Description		Amount
	Schwartz110616		11/06/2016	performer - Plein Air		\$225.00
85185	11/10/2016	Open			Patricia Nelson	\$72.0
	Invoice		Date	Description		Amount
	2002773.002		11/01/2016	Class refund		\$72.90
85186	11/10/2016	Open			Robert Ketley	\$250.0
	Invoice		Date	Description		Amount
	Cap1		11/08/2016	Stormwater meeting and pollution prevention training for staff		\$250.00
85187	11/10/2016	Open			Sandy Augenstein	\$81.0
	Invoice		Date	Description		Amount
	2002778.002		11/02/2016	Class refund		\$81.00
85188	11/10/2016	Open			Scott Hamill	\$800.0
	Invoice		Date	Description		Amount
	Hamill110616		11/06/2016	2nd place winner - Plein Air professional division 1315 - Public Art Fee Fund		\$800.00
Type Check Totals:						\$66,198.0
<u>EFT</u>						
360	11/10/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$158.0
	Invoice		Date	Description		Amount
	0-839-450-240		11/01/2016	Quarterly unemployment insurance claims 2213 - ISF - Self-Insurance Liability		\$158.00
Type EFT Totals:						\$158.0
Library - Library Account						
<u>Check</u>						
3	11/10/2016	Open			BOGARD CONSTRUCTION INC	\$3,935.0
	Invoice		Date	Description		Amount
	160707-02		10/31/2016	Library initial start-up services 1360 - Library Fund		\$3,935.00
Type Check Totals:						\$3,935.0

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City of Capitola

City Checks Issued 11/10/2016

From Payment Date: 11/5/2016 - To Payment Date: 11/10/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transacti Amot
CITY - Main City Totals				Counts:		Totals:
Checks						\$66,198.
EFTs						\$158.
All						\$66,356.
Library - Library Totals						
Checks						\$3,935.
EFTs						\$0.
All						\$3,935.
WELLS - Payroll Totals						
Checks						\$5,467.
EFTs						\$146,396.
All						\$151,863.
Grand Totals:						
Checks						\$75,600.
EFTs						\$146,554.
All						\$222,154.

Attachment: 11-10-16 City check register (1291 : Approval of City Check Registers)

City Main accounts payable checks dated 11/18/2016, numbered 85189 to 85240 plus 4 EFTs, totaling \$262,850.08, have been reviewed and authorized for distribution by the City Manager.

As of 11/18/2016, the unaudited cash balance is \$5,205,931.85.

CASH POSITION - CITY OF CAPITOLA 11/18/2016

	<u>Net Balance</u>
General Fund	\$560,820.68
Payroll Payables	\$91,845.84
Contingency Reserve Fund	\$1,893,345.66
PERS Contingency Fund	\$300,000.00
Facilities Reserve Fund	\$229,870.00
Capital Improvement Fund	\$1,528,717.47
Stores Fund	\$20,188.56
Information Technology Fund	\$103,180.73
Equipment Replacement	\$80,795.88
Self Insurance Liability Fund	\$159,376.65
Worker's Comp. Ins. Fund	\$221,601.79
Compensated Absences Fund	\$16,188.59
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$5,205,931.85</u></u>

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



Jamie Goldstein, City Manager

11/18/2016
Date

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85189	11/16/2016	Open			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$4,325.90
	Invoice		Date	Description		Amount
	MBASIA100516		10/05/2016	Liability claim - Gafari 2213 - ISF - Self-Insurance Liability		\$4,325.90
85190	11/16/2016	Open			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$2,448.90
	Invoice		Date	Description		Amount
	MBASIA10052016		10/05/2016	Liability claim - Gafari 2213 - ISF - Self-Insurance Liability		\$2,448.90
85191	11/18/2016	Open			ABC SUPPLY CO INC - MBA 742	\$299.10
	Invoice		Date	Description		Amount
	54614692		11/03/2016	rubber coating, rain buster, wall scupper, center scupper 1311 - Wharf Fund		\$299.10
85192	11/18/2016	Open			ADT SECURITY SERVICES INC.	\$128.23
	Invoice		Date	Description		Amount
	10282016		10/28/2016	Corp. yard alarm services		\$128.23
85193	11/18/2016	Open			B & B SMALL ENGINE REPAIR	\$58.50
	Invoice		Date	Description		Amount
	361048		11/14/2016	Sharpen mower blades		\$58.50
85194	11/18/2016	Open			BEN NOBLE URBAN AND REGIONAL PLANNING	\$4,220.91
	Invoice		Date	Description		Amount
	1107		11/08/2016	Zoning code update services 1313 - General Plan Update and Maint		\$4,220.91
85195	11/18/2016	Open			BIG CREEK LUMBER	\$29.81
	Invoice		Date	Description		Amount
	664650		11/09/2016	Cedar rail - Park Ave.		\$29.81
85196	11/18/2016	Open			BOWMAN & WILLIAMS INC.	\$3,485.00
	Invoice		Date	Description		Amount
	10703		11/07/2016	Rispin/Peery engineering services 1200 - Capital Improvement Fund		\$3,485.00
85197	11/18/2016	Open			BRANTLY SANDRETTI	\$742.50
	Invoice		Date	Description		Amount
	Sandretti110916		11/09/2016	Education reimbursement		\$742.50
85198	11/18/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,796.00
	Invoice		Date	Description		Amount
	POA111016		11/10/2016	Gym & POA dues 1001 - Payroll Payables		\$1,796.00
85199	11/18/2016	Open			CAPITOLA SELF STORAGE	\$7,140.00
	Invoice		Date	Description		Amount
	CSS110816		11/08/2016	Museum storage unit 2810		\$4,608.00
	CSS11082016		11/08/2016	Museum storage unit 2829		\$2,532.00

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amou
85200	11/18/2016	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.1
	Invoice		Date	Description		Amount
	16907		10/31/2016	October janitorial services		\$3,719.13
				1000 - General Fund	\$3,453.63	
				1311 - Wharf Fund	\$265.50	
85201	11/18/2016	Open			COASTAL WATERSHED COUNCIL	\$1,479.1
	Invoice		Date	Description		Amount
	1527		10/31/2016	NPDES Public Education & Outreach		\$1,479.32
85202	11/18/2016	Open			CRYSTAL SPRINGS WATER CO.	\$198.0
	Invoice		Date	Description		Amount
	CSW103116		10/31/2016	October drinking water		\$198.00
85203	11/18/2016	Open			DELL COMPUTERS	\$6,612.4
	Invoice		Date	Description		Amount
	XK23JK5X5		10/28/2016	Data protection software		\$6,612.45
				2211 - ISF - Information Technology		
85204	11/18/2016	Open			FIRST ALARM SECURITY & PATROL INC.	\$51.0
	Invoice		Date	Description		Amount
	FA103116		10/31/2016	Credit memo		(\$157.28)
	968952		11/15/2016	Recreation quarterly alarm monitoring		\$208.89
85205	11/18/2016	Open			FLYERS ENERGY LLC	\$4,599.1
	Invoice		Date	Description		Amount
	16-361924		11/11/2016	150 gallons diesel		\$412.04
	16-361922		11/11/2016	497 gallons ethanol		\$1,406.83
	16-357876		11/04/2016	40 gallons diesel		\$115.39
	16-357875		11/04/2016	498 gallons ethanol		\$1,409.63
	16-353816		10/28/2016	133 gallons diesel		\$370.57
	16-353815		10/28/2016	305 gallons ethanol		\$885.10
85206	11/18/2016	Open			GEORGE McMENAMIN	\$487.1
	Invoice		Date	Description		Amount
	Riparian11-15-16		11/15/2016	November Soquel creek restoration services		\$487.50
85207	11/18/2016	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$1,496.1
	Invoice		Date	Description		Amount
	634912		11/03/2016	sweeper parts		\$1,496.93
				1310 - Gas Tax Fund		
85208	11/18/2016	Open			GRANITE ROCK COMPANY	\$954.1
	Invoice		Date	Description		Amount
	994227		10/31/2016	Bumper strips		\$954.28
85209	11/18/2016	Open			ICMA RETIREMENT TRUST 457	\$4,857.0
	Invoice		Date	Description		Amount
	41284339		11/10/2016	457 contributions		\$4,857.05
				1001 - Payroll Payables		

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amou
85210	11/18/2016	Open			INDUSTRIAL SAFETY SUPPLY	\$270.8
	Invoice		Date	Description		Amount
	1040781		11/09/2016	Rain coats		\$270.86
85211	11/18/2016	Open			KELLY MOORE PAINT COMPANY INC.	\$105.7
	Invoice		Date	Description		Amount
	803-00000676691		11/08/2016	Graffiti removal - skate park		\$105.75
85212	11/18/2016	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$12,909.7
	Invoice		Date	Description		Amount
	097763120-1016		10/31/2016	Engineering consultant services		\$3,255.68
	097763120-1016-2		10/31/2016	Stockton bridge assessment		\$5,000.00
	8482968		10/31/2016	Clares Street traffic calming conceptual improvements		\$1,468.64
	8482969		10/31/2016	Enhanced bike lanes at 41st, Bay & Park 1200 - Capital Improvement Fund		\$3,185.41
85213	11/18/2016	Open			LABORMAX STAFFING	\$1,841.5
	Invoice		Date	Description		Amount
	26-68189		10/14/2016	Seasonal labor 10/10 - 10/14		\$993.46
	26-69467		11/11/2016	Seasonal labor 11/07 - 11/10		\$848.08
85214	11/18/2016	Open			LLOYDS TIRE SERVICE	\$253.6
	Invoice		Date	Description		Amount
	314900		11/15/2016	Tire, balance, disposal		\$253.66
85215	11/18/2016	Open			MARK SULLIVAN	\$152.2
	Invoice		Date	Description		Amount
	Sullivan111516		11/15/2016	Seminar mileage reimbursement		\$152.28
85216	11/18/2016	Open			MILLER'S TRANSFER & STORAGE CO.	\$119.6
	Invoice		Date	Description		Amount
	88383		11/05/2016	Monthly record storage & warehouse handling		\$119.60
85217	11/18/2016	Open			NOR-CAL PIPELINE SERVICES	\$9,848.5
	Invoice		Date	Description		Amount
	1099CL01		10/17/2016	2016 storm drain cleaning		\$9,848.50
85218	11/18/2016	Open			O'REILLY AUTO PARTS	\$267.8
	Invoice		Date	Description		Amount
	2763-245674		11/09/2016	Supplies		\$59.80
	2763-245607		11/09/2016	Brake rotors and pads		\$180.70
	2763-243937		11/02/2016	2.5 gallons diesel exhaust fluid		\$27.19
85219	11/18/2016	Open			PALACE OFFICE SUPPLIES	\$287.8
	Invoice		Date	Description		Amount
	398630-0		11/15/2016	Office supplies 2210 - ISF - Stores Fund		\$287.80
85220	11/18/2016	Open			PAPA	\$45.0
	Invoice		Date	Description		Amount
	PAPA111716		11/17/2016	2017 membership renewal - Franchi		\$45.00

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85221	11/18/2016	Open			PHIL ALLEGRI ELECTRIC INC.		\$180.00
	Invoice		Date	Description		Amount	
	21797		10/31/2016	Car charger repair - B&V I		\$90.00	
	21808		11/03/2016	Wharf pumps		\$90.00	
				1000 - General Fund	\$90.00		
				1311 - Wharf Fund	\$90.00		
85222	11/18/2016	Open			PITNEY BOWES		\$208.99
	Invoice		Date	Description		Amount	
	PB110416		11/04/2016	Recreation postage machine refill		\$208.99	
85223	11/18/2016	Open			PRAXAIR DISTRIBUTION INC.		\$90.38
	Invoice		Date	Description		Amount	
	74772231		10/23/2016	Acetylene rental		\$90.38	
85224	11/18/2016	Open			ROYAL WHOLESALE ELECTRIC		\$40.03
	Invoice		Date	Description		Amount	
	7719-609622		11/10/2016	Tennis court timer		\$40.03	
85225	11/18/2016	Open			SANTA CRUZ FIRE EQUIPMENT CO.		\$52.72
	Invoice		Date	Description		Amount	
	99957		11/14/2016	Fire safety supplies		\$52.72	
85226	11/18/2016	Open			SEARS		\$710.65
	Invoice		Date	Description		Amount	
	Liddell111516		11/15/2016	Rehabilitation assistance grant		\$710.65	
				1350 - CDBG Grants			
85227	11/18/2016	Open			SOFTCHOICE CORPORATION		\$15,401.80
	Invoice		Date	Description		Amount	
	4388999		10/31/2016	MS enterprise agreement - office 365		\$15,401.80	
				2211 - ISF - Information Technology			
85228	11/18/2016	Open			SPRING VALLEY WHOLESALE NURSERY		\$454.65
	Invoice		Date	Description		Amount	
	6284		10/19/2016	Trees - Cortez Park replacements		\$454.65	
85229	11/18/2016	Open			STATE BOARD OF EQUALIZATION		\$222.26
	Invoice		Date	Description		Amount	
	00025615767		11/08/2016	Water rights annual fee		\$222.26	
85230	11/18/2016	Open			T&T PAVEMENT MARKINGS		\$238.15
	Invoice		Date	Description		Amount	
	2016799		11/09/2016	10 gallons stencil kote		\$238.15	
				1310 - Gas Tax Fund			
85231	11/18/2016	Open			TYLER BUSINESS FORMS		\$273.16
	Invoice		Date	Description		Amount	
	271424		11/10/2016	Year end forms: W2s, 1099s, 1095s		\$273.16	

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amount
85232	11/18/2016	Open			US BANCORP EQUIPMENT FINANCE INC.	\$839.51
	Invoice		Date	Description		Amount
	316968668		11/03/2016	Copier leases		\$839.51
				1000 - General Fund	\$393.82	
				2210 - ISF - Stores Fund	\$445.69	
85233	11/18/2016	Open			US BANK PARS	\$236.59
	Invoice		Date	Description		Amount
	PARS111016		11/10/2016	PARS contributions PPE 11-05-16		\$236.59
				1001 - Payroll Payables		
85234	11/18/2016	Open			VINTAGE CONTRACTORS INC.	\$106,254.00
	Invoice		Date	Description		Amount
	5844		11/07/2016	Jade St. tennis court slipsheet repair and resurfacing		\$106,254.00
				1200 - Capital Improvement Fund		
85235	11/18/2016	Open			WELLS FARGO BANK	\$5,169.08
	Invoice		Date	Description		Amount
	WF110216		11/02/2016	October credit card charges		\$5,169.08
				Purchases exceeding \$500 threshold:		
				paint ball for range	\$614.44	
				memory cards	\$547.77	
				1000 - General Fund	\$2,641.78	
				1300 - SLESF - Supl Law Enfc	\$1,457.99	
				1313 - General Plan Update an	\$26.00	
				2210 - ISF - Stores Fund	\$98.19	
				2211 - ISF - Information Tech	\$945.12	
85236	11/18/2016	Open			WESTERN EXTERMINATOR COMPANY	\$109.00
	Invoice		Date	Description		Amount
	4577399		10/31/2016	City Hall - rodent control		\$54.50
	4577400		10/31/2016	Turnouts - rodent control		\$54.50
85237	11/18/2016	Open			Elizabeth Van Buren Jones	\$136.00
	Invoice		Date	Description		Amount
	16-154		11/15/2016	Deposit refund #16-154 4170 Gross Road Ext.		\$136.00
85238	11/18/2016	Open			Santa Cruz Seaside Company	\$1,569.65
	Invoice		Date	Description		Amount
	16-140		11/15/2016	Deposit refund #16-140 4100 Auto Plaza Dr.		\$1,569.65
85239	11/18/2016	Open			Stantec Consulting Services Inc.	\$2,876.00
	Invoice		Date	Description		Amount
	16-129		11/15/2016	Deposit refund #16-129 1760 41st Ave.		\$2,876.00

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/18/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amou
85240	11/18/2016	Open			BEN NOBLE URBAN AND REGIONAL PLANNING	\$15,598.4
	Invoice		Date	Description		Amount
	1094		07/06/2016	June zoning code update services		\$4,006.00
	1098		08/04/2016	July zoning code update services		\$3,668.50
	1104		09/30/2016	August & September zoning code update 1313 - General Plan Update and Maint		\$7,924.00
Type Check Totals:					52 Transactions	\$225,894.2

<u>EFT</u>						
361	11/15/2016	Open			INTERNAL REVENUE SERVICE	\$28,320.0
	Invoice		Date	Description		Amount
	94716053		11/15/2016	Federal taxes & Medicare 1001 - Payroll Payables		\$28,320.03
362	11/15/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$7,006.4
	Invoice		Date	Description		Amount
	2-142-749-056		11/15/2016	State taxes 11/10/16 pay date 1001 - Payroll Payables		\$7,006.47
363	11/14/2016	Open			WELLS FARGO BANK	\$511.5
	Invoice		Date	Description		Amount
	WF111416		11/14/2016	Monthly client analysis service charges		\$511.53
364	11/15/2016	Open			STATE DISBURSEMENT UNIT	\$1,117.8
	Invoice		Date	Description		Amount
	BLJ6PUD6657		11/15/2016	Garnishments 1001 - Payroll Payables		\$1,117.84
Type EFT Totals:						\$36,955.8

Attachment: 11-18-16 City check register (1291 : Approval of City Check Registers)

CITY - Main City Totals	Count:	Total:
Checks	52	\$225,894.2
EFTs	4	\$36,955.8
All	56	\$262,850.0

Accounts payable checks dated 11/23/2016, numbered 85241 to 85301 plus 2 EFTs, totaling \$408,044.35, plus 6 payroll checks and 89 payroll EFTs, totaling \$156,401.50, for a grand total of \$564,445.85, have been reviewed and authorized for distribution by the City Manager.

As of 11/23/2016, the unaudited cash balance is \$4,657,953.02.

CASH POSITION - CITY OF CAPITOLA 11/25/2016

	<u>Net Balance</u>
General Fund	\$218,044.30
Payroll Payables	\$168,987.75
Contingency Reserve Fund	\$1,893,345.66
PERS Contingency Fund	\$300,000.00
Facilities Reserve Fund	\$229,870.00
Capital Improvement Fund	\$1,264,175.72
Stores Fund	\$20,188.56
Information Technology Fund	\$94,363.12
Equipment Replacement	\$71,810.88
Self Insurance Liability Fund	\$159,376.65
Worker's Comp. Ins. Fund	\$221,601.79
Compensated Absences Fund	\$16,188.59
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,657,953.02</u></u>

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



Jamie Goldstein, City Manager

11/23/2016
Date

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85241	11/23/2016 Invoice 54720724	Open	11/08/2016	Wharf rubbercoat 1 qt. 1311 - Wharf Fund	ABC SUPPLY CO INC - MBA 742	\$25.17 \$25.17
85242	11/23/2016 Invoice INV-ACC25694	Open	11/07/2016	Legislative management software 2211 - ISF - Information Technology	ACCELA INC	\$1,134.00 \$1,134.00
85243	11/23/2016 Invoice 1866	Open	11/01/2016	October grant admin. and funds request processing 1350 - CDBG Grants	ADAMS ASHBY GROUP INC	\$680.00 \$680.00
85244	11/23/2016 Invoice 2017-00000415	Open	11/21/2016	Late Fall Instructor Payment 2016	ADRIENNE HARRELL	\$982.80 \$982.80
85245	11/23/2016 Invoice 2017-00000410	Open	11/21/2016	Late Fall Instructor Payment 2016	AIMEE FITZGERALD	\$629.20 \$629.20
85246	11/23/2016 Invoice 38837	Open	11/01/2016	December IT support 2211 - ISF - Information Technology	ALVAREZ TECHNOLOGY GROUP INC	\$7,100.00 \$7,100.00
85247	11/23/2016 Invoice 2017-00000425	Open	11/21/2016	Late Fall Instructor Payment 2016	ANDREW PORTER	\$457.60 \$457.60
85248	11/23/2016 Invoice 2017-00000402	Open	11/21/2016	Late Fall Instructor Payment 2016	ANGELA MARIE HARDY BRUMFIELD	\$351.00 \$351.00
85249	11/23/2016 Invoice ATT110116	Open	11/01/2016	November long distance charges 1000 - General Fund 2211 - ISF - Information Technology	AT&T	\$9.23 \$9.23 \$4.53 \$4.70
85250	11/23/2016 Invoice ABCK103116	Open	10/31/2016	October legal services	ATCHISON BARISONE CONDOTTI & KOVACEVICH	\$21,160.72 \$21,160.72

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactor Amount
85251	11/23/2016	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$12,448.0
	Invoice		Date	Description		Amount
	4020		10/31/2016	Furnish and install 1 solar speed sign on existing pole		\$8,985.00
	3959		10/31/2016	Remove flashing xwalk pole for ADA ramp work		\$1,038.00
	4016		10/31/2016	Loop replacement at 41st Ave. mall entrance		\$2,425.00
				1310 - Gas Tax Fund	\$3,463.00	
				2212 - ISF - Equipment Replacement	\$8,985.00	
85252	11/23/2016	Open			BECKY ADAMS	\$83.2
	Invoice		Date	Description		Amount
	2017-00000398		11/21/2016	Late Fall Instructor Payment 2016		\$83.20
85253	11/23/2016	Open			BRINKS AWARDS & SIGNS	\$1,004.8
	Invoice		Date	Description		Amount
	81238		08/12/2016	Junior guards awards		\$1,004.80
85254	11/23/2016	Open			BRUCE INK	\$491.4
	Invoice		Date	Description		Amount
	2017-00000416		11/21/2016	Late Fall Instructor Payment 2016		\$491.40
85255	11/23/2016	Open			CAROLYN FLYNN	\$2,400.0
	Invoice		Date	Description		Amount
	CBF-10-2016		11/10/2016	October affordable housing admin.		\$2,400.00
				1000 - General Fund	\$960.00	
				5552 - Cap Hsg Succ- Program Income	\$1,440.00	
85256	11/23/2016	Open			CHARMAINE MONIZ	\$57.2
	Invoice		Date	Description		Amount
	2017-00000422		11/21/2016	Late Fall Instructor Payment 2016		\$57.20
85257	11/23/2016	Open			CHERYL PETERSON	\$159.2
	Invoice		Date	Description		Amount
	2017-00000424		11/21/2016	Late Fall Instructor Payment 2016		\$159.25
85258	11/23/2016	Open			CHUCK DICKS	\$98.8
	Invoice		Date	Description		Amount
	2017-00000404		11/21/2016	Late Fall Instructor Payment 2016		\$98.80
85259	11/23/2016	Open			CLAUDIO FRANCA	\$52.0
	Invoice		Date	Description		Amount
	2017-00000414		11/21/2016	Late Fall Instructor Payment 2016		\$52.00
85260	11/23/2016	Open			COUNTY OF SANTA CRUZ	\$2,000.0
	Invoice		Date	Description		Amount
	SCC111016		11/10/2016	City Manager compensation study		\$2,000.00
85261	11/23/2016	Open			DAWN MAC LAUGHLIN	\$686.4
	Invoice		Date	Description		Amount
	2017-00000419		11/21/2016	Late Fall Instructor Payment 2016		\$686.40

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85262	11/23/2016	Open			ED MORRISON	\$2,800.0
	Invoice		Date	Description		Amount
	05		11/18/2016	November public works inspections		\$2,800.00
85263	11/23/2016	Open			EWING IRRIGATION	\$437.2
	Invoice		Date	Description		Amount
	2475822		11/09/2016	Drainage supplies McGregor park		\$224.60
	2502958		11/15/2016	Sod		\$123.01
	2502959		11/15/2016	Roundup		\$89.63
85264	11/23/2016	Open			FERESHTEH FATEMI	\$208.0
	Invoice		Date	Description		Amount
	2017-00000409		11/21/2016	Late Fall Instructor Payment 2016		\$208.00
85265	11/23/2016	Open			GRANITE ROCK COMPANY	\$262,077.7
	Invoice		Date	Description		Amount
	975070		10/31/2016	2016 Street Rehabilitation Project 1200 - Capital Improvement Fund		\$262,077.75
85266	11/23/2016	Open			HANYA FOJACO	\$1,129.7
	Invoice		Date	Description		Amount
	2017-00000412		11/21/2016	Late Fall Instructor Payment 2016		\$1,129.70
85267	11/23/2016	Open			HELENA FOX	\$802.1
	Invoice		Date	Description		Amount
	2017-00000413		11/21/2016	Late Fall Instructor Payment 2016		\$802.10
85268	11/23/2016	Open			HO KUK MU SUL CORPORATION	\$256.7
	Invoice		Date	Description		Amount
	2017-00000403		11/21/2016	Late Fall Instructor Payment 2016		\$256.75
85269	11/23/2016	Open			HOUSING AUTHORITY OF SCC	\$1,221.5
	Invoice		Date	Description		Amount
	17-4 CDBG		11/10/2016	October housing rehab, home ownership assistance 1350 - CDBG Grants		\$1,221.50
85270	11/23/2016	Open			HYDROSCIENCE ENGINEERS INC.	\$2,400.0
	Invoice		Date	Description		Amount
	331009002		11/01/2016	Storm water review - 1575 38th Avenue #15-160		\$1,300.00
	331006007		11/01/2016	Storm water review - project #15-029 2091 Wharf Rd.		\$1,100.00
85271	11/23/2016	Open			JEANI MITCHELL	\$666.9
	Invoice		Date	Description		Amount
	2017-00000421		11/21/2016	Late Fall Instructor Payment 2016		\$666.90
85272	11/23/2016	Open			JOHANNA WEINSTEIN	\$403.6
	Invoice		Date	Description		Amount
	2017-00000417		11/21/2016	Late Fall Instructor Payment 2016		\$403.65

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85273	11/23/2016	Open			KBA Docusys Inc.	\$625.30
	Invoice		Date	Description		Amount
	INV488511		11/11/2016	Copier charges		\$37.80
	INV484237		11/01/2016	Recreation and City Hall copier usage		\$55.82
	INV484239		11/01/2016	Recreation copier charges		\$36.45
	INV484238		11/01/2016	City Hall copier charges		\$495.29
				1000 - General Fund	\$46.45	
				2211 - ISF - Information Technology	\$578.91	
85274	11/23/2016	Open			KELLY MOORE PAINT COMPANY INC.	\$136.50
	Invoice		Date	Description		Amount
	803-00000672170		10/11/2016	Acetone		\$136.57
85275	11/23/2016	Open			KRISTI ZUFALL	\$175.00
	Invoice		Date	Description		Amount
	1513		11/12/2016	Photograph Plein Air event		\$175.00
85276	11/23/2016	Open			LABORMAX STAFFING	\$993.40
	Invoice		Date	Description		Amount
	26-69771		11/18/2016	Season labor 11/14 - 11/18		\$993.46
85277	11/23/2016	Open			LORRAINE KINNAMON	\$58.50
	Invoice		Date	Description		Amount
	2017-00000418		11/21/2016	Late Fall Instructor Payment 2016		\$58.50
85278	11/23/2016	Open			MBS BUSINESS SYSTEMS	\$202.82
	Invoice		Date	Description		Amount
	288042		10/25/2016	Quarterly copier charges		\$202.82
85279	11/23/2016	Open			MICHELE FAIA	\$728.00
	Invoice		Date	Description		Amount
	2017-00000408		11/21/2016	Late Fall Instructor Payment 2016		\$728.00
85280	11/23/2016	Open			NICHOLS CONSULTING ENGINEERS CHTD	\$2,464.00
	Invoice		Date	Description		Amount
	303055510		11/15/2016	Pavement management program - construction support		\$2,464.00
				1200 - Capital Improvement Fund		
85281	11/23/2016	Open			NUZ Inc. dba GOOD TIMES	\$657.00
	Invoice		Date	Description		Amount
	2016-209473		09/27/2016	Open studios artist guide advertising		\$335.00
	2016-216534		11/02/2016	Good Times advertising		\$322.00
85282	11/23/2016	Open			OLIVE SPRINGS QUARRY INC.	\$15.70
	Invoice		Date	Description		Amount
	106497		11/14/2016	Fill		\$15.70

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85283	11/23/2016	Open			PACIFIC GAS & ELECTRIC	\$13,962.5
	Invoice		Date	Description		Amount
	PGE111316-acct9		11/13/2016	Monthly utilities		\$13,962.56
				1000 - General Fund	\$4,325.21	
				1300 - SLESF - Supl Law Enfc	\$154.73	
				1310 - Gas Tax Fund	\$7,357.65	
				1311 - Wharf Fund	\$2,124.97	
85284	11/23/2016	Open			PAT EVANS	\$98.8
	Invoice		Date	Description		Amount
	2017-00000405		11/21/2016	Late Fall Instructor Payment 2016		\$98.80
85285	11/23/2016	Open			PAULA BLISS	\$479.7
	Invoice		Date	Description		Amount
	2017-00000401		11/21/2016	Late Fall Instructor Payment 2016		\$479.70
85286	11/23/2016	Open			Paula Yoshiko Suzuki	\$218.4
	Invoice		Date	Description		Amount
	2017-00000428		11/21/2016	Late Fall Instructor Payment 2016		\$218.40
85287	11/23/2016	Open			PHIL ALLEGRI ELECTRIC INC.	\$462.3
	Invoice		Date	Description		Amount
	21801-reissue		10/31/2016	electrical repairs Rispin Mansion		\$462.30
85288	11/23/2016	Open			PUBLIC PARKING ASSOCIATES	\$136.5
	Invoice		Date	Description		Amount
	2016-105		11/15/2016	Batteries for McKay meters		\$136.54
85289	11/23/2016	Open			RAVI KEN LAMB	\$359.4
	Invoice		Date	Description		Amount
	2017-00000427		11/21/2016	Late Fall Instructor Payment 2016		\$359.45
85290	11/23/2016	Open			SANDY MARRUJO	\$409.5
	Invoice		Date	Description		Amount
	2017-00000420		11/21/2016	Late Fall Instructor Payment 2016		\$409.50
85291	11/23/2016	Open			SHARON BARRETT	\$42.9
	Invoice		Date	Description		Amount
	2017-00000399		11/21/2016	Late Fall Instructor Payment 2016		\$42.90
85292	11/23/2016	Open			SHERRI BETZ	\$6,488.3
	Invoice		Date	Description		Amount
	2017-00000400		11/21/2016	Late Fall Instructor Payment 2016		\$6,488.30
85293	11/23/2016	Open			SUPPLYWORKS	\$937.5
	Invoice		Date	Description		Amount
	384045399		11/15/2016	Cleaning supplies		\$937.52
85294	11/23/2016	Open			TRENISE POT	\$2,130.7
	Invoice		Date	Description		Amount
	2017-00000426		11/21/2016	Late Fall Instructor Payment 2016		\$2,130.70

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85295	11/23/2016	Open			YOSHIE MORRISSEY	\$156.00
	Invoice		Date	Description		Amount
	2017-00000423		11/21/2016	Late Fall Instructor Payment 2016		\$156.00
85296	11/23/2016	Open			Jenny Shelton	\$1,049.00
	Invoice		Date	Description		Amount
	Shelton111016		11/10/2016	Reimbursement for Plein Air supplies		\$1,049.05
85297	11/23/2016	Open			Joan Osborne	\$60.00
	Invoice		Date	Description		Amount
	2002789.002		11/16/2016	Class refund		\$60.00
85298	11/23/2016	Open			Laurie Hill	\$272.50
	Invoice		Date	Description		Amount
	Hill111016		11/10/2016	Reimbursement for Plein Air supplies		\$272.50
85299	11/23/2016	Open			Marilyn Howes	\$513.00
	Invoice		Date	Description		Amount
	16-175		11/22/2016	Tree deposit refund #16-175		\$513.00
85300	11/23/2016	Open			Hilton Garden Inn	\$708.75
	Invoice		Date	Description		Amount
	2017-00000407		11/11/2016	Lodging for homicide class week 2 - Evans		\$708.75
85301	11/23/2016	Open			Hilton Garden Inn	\$567.00
	Invoice		Date	Description		Amount
	2017-00000411		11/11/2016	Lodging for homicide class week 1 - Evans		\$567.00
Type Check Totals:						\$359,523.7

<u>EFT</u>						
365	11/25/2016	Open			DISCOVERY BENEFITS	\$139.00
	Invoice		Date	Description		Amount
	0000696411-IN		10/31/2016	October COBRA and FSA admin.		\$139.00
366	11/21/2016	Open			CalPERS Member Services Division	\$48,381.61
	Invoice		Date	Description		Amount
	1000783582-5		11/21/2016	PERS contributions 11-10-16 pay day		\$48,381.61
				1000 - General Fund	(\$0.34)	
				1001 - Payroll Payables	\$48,381.95	
Type EFT Totals:						\$48,520.6

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)

City Checks Issued 11/23/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
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	Counts:	Total:
CITY - Main City Totals		
Checks	61	\$359,523.7
EFTs	2	\$48,520.6
All	63	\$408,044.3
WELLS - Pavroll Totals		
Checks	6	\$4,968.0
EFTs	89	\$151,433.4
All	95	\$156,401.5
Grand Totals:		
Checks	67	\$364,491.7
EFTs	91	\$199,954.0
All	158	\$564,445.8

Attachment: 11-23-16 City check register (1291 : Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider a Resolution Authorizing an Increase in the Residential and Commercial Garbage Collection

RECOMMENDED ACTION: Adopt the proposed Resolution approving the Rate Schedule for Residential and Commercial Garbage Collection and Recycling in Capitola effective January 1, 2017, superseding Resolution No. 4039, as authorized in the Franchise Agreement dated April 24, 2008, and amended on December 13, 2012.

BACKGROUND: The City of Capitola has a franchise agreement with GreenWaste Recovery, Inc. (GWR) to collect the City's commercial and residential refuse, recycling, yard waste and food waste. GreenWaste Recovery's Franchise Agreement allows for an annual customer rate increase at the San Francisco - Oakland - San Jose Bay Area Consumer Price Index (CPI).

DISCUSSION: To determine the new customer rates, the Agreement allows GWR to increase the rates by 100% of the CPI for the period ending October 2016, which was 3.558 %. The average 35 gallon residential customer will have a monthly rate increase of \$0.56 and the average 64 gallon residential customer will have a monthly rate increase of \$0.96.

Residential Carts	Current Monthly Rates	New Monthly Rates
10 Gallon	\$11.78	\$12.20
20 Gallon	\$14.00	\$14.50
35 Gallon	\$15.87	\$16.43
64 Gallon	\$27.01	\$27.97
96 Gallon	\$38.28	\$39.64

The City continues to have the lowest residential rates in the County.

FISCAL IMPACT: The increase of 3.558 % results in the average 64 Gallon residential customer increase of \$0.96 cents per/month.

ATTACHMENTS:

1. Capitola 2017 Rate CPI Calculation letter (PDF)

Report Prepared By: Larry Laurent

Residential and Commercial Garbage Collection
December 8, 2016

Assistant to the City Manager

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

Residential and Commercial Garbage Collection
December 8, 2016

DRAFT RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
APPROVING A RATE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL
GARBAGE COLLECTION AND RECYCLING IN CAPITOLA EFFECTIVE JANUARY 1, 2017,
SUPERSEDING RESOLUTION NO. 4039**

WHEREAS, the City of Capitola has a franchise agreement with GreenWaste Recovery, Inc., for refuse, recycling, yard and food waste collection; and

WHEREAS, the franchise agreement allows for GreenWaste Recovery to increase the rates annually by 100% of the Consumer Price Index for San Francisco-Oakland-San Jose area which was 3.558% for the period ending October 2016; and

WHEREAS, the City Council adopted Resolution No. 4010 on December 10, 2015, which adopted a rate schedule effective January 1, 2016; and

WHEREAS, the total fee increase for both commercial and residential will increase by , as per the Franchise Agreement dated April 24, 2008, effective January 1, 2017; and

WHEREAS, the City Council considered the garbage rate increase at a public meeting where members of the public had the opportunity to address the council on the proposed increase.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Capitola approves the Rate Schedule for Residential and Commercial Refuse, Recycling and Yard Waste in Capitola as shown on the "Schedule of Rates" attached to this Resolution (Exhibit A-1, Residential Rates; Exhibit A-2 Commercial Rates) effective January 1, 2017.

BE IT FURTHER RESOLVED that this Resolution supersedes Resolution No. 4039.

I HEREBY CERTIFY that the above and foregoing Resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 8th day of December, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Residential and Commercial Garbage Collection
December 8, 2016

Exhibit A-1 2017 Residential Rates

City of Capitola Residential Rate Structure								
Contract Year Beginning January 1, 2017								
								New Rates
	Residential			1/1/2016 Rates		CPI Adj	3.5580%	To be
1)	Carts	Frequency	# of Carts	Monthly	Quarterly	Monthly	Quarterly	billed
	10 Gallon	1	1	\$ 11.78	\$ 35.34	\$ 12.20	\$ 36.60	36.60
	20 Gallon	1	1	\$ 14.00	\$ 42.00	\$ 14.50	\$ 43.50	43.50
	20 Gallon	2	1	\$ 28.00	\$ 84.00	\$ 29.00	\$ 87.00	87.00
	35 Gallon	1	1	\$ 15.87	\$ 47.61	\$ 16.43	\$ 49.29	49.29
	35 Gallon	2	1	\$ 31.75	\$ 95.25	\$ 32.88	\$ 98.64	98.64
	35 Gallon	1	2	\$ 31.75	\$ 95.25	\$ 32.88	\$ 98.64	98.64
	35 Gallon	1	3	\$ 48.87	\$ 146.61	\$ 50.61	\$ 151.83	151.83
	35 Gallon	1	4	\$ 65.37	\$ 196.11	\$ 67.70	\$ 203.10	203.10
	35 Gallon	1	5	\$ 81.49	\$ 244.47	\$ 84.39	\$ 253.17	253.17
	35 Gallon	1	6	\$ 97.79	\$ 293.37	\$ 101.27	\$ 303.81	303.81
	35 Gallon	1	7	\$ 114.12	\$ 342.36	\$ 118.18	\$ 354.54	354.54
	35 Gallon	1	8	\$ 127.13	\$ 381.39	\$ 131.65	\$ 394.95	394.95
	64 Gallon	1	1	\$ 27.01	\$ 81.03	\$ 27.97	\$ 83.91	83.91
	64 Gallon	2	1	\$ 53.99	\$ 161.97	\$ 55.91	\$ 167.73	167.73
	64 Gallon	1	2	\$ 53.99	\$ 161.97	\$ 55.91	\$ 167.73	167.73
	64 Gallon	1	3	\$ 81.03	\$ 243.09	\$ 83.91	\$ 251.73	251.73
	64 Gallon	1	4	\$ 108.04	\$ 324.12	\$ 111.88	\$ 335.64	335.64
	64 Gallon	1	5	\$ 135.05	\$ 405.15	\$ 139.86	\$ 419.58	419.58
	64 Gallon	1	6	\$ 162.06	\$ 486.18	\$ 167.83	\$ 503.49	503.49
	64 Gallon	1	7	\$ 189.07	\$ 567.21	\$ 195.80	\$ 587.40	587.40
	64 Gallon	1	8	\$ 216.08	\$ 648.24	\$ 223.77	\$ 671.31	671.31
	96 Gallon	1	1	\$ 38.28	\$ 114.84	\$ 39.64	\$ 118.92	118.92
	96 Gallon	2	1	\$ 76.50	\$ 229.50	\$ 79.22	\$ 237.66	237.66
	96 Gallon	1	2	\$ 76.50	\$ 229.50	\$ 79.22	\$ 237.66	237.66
	96 Gallon	1	3	\$ 114.77	\$ 344.31	\$ 118.85	\$ 356.55	356.55
	96 Gallon	1	4	\$ 148.70	\$ 446.10	\$ 153.99	\$ 461.97	461.97
	96 Gallon	1	5	\$ 191.27	\$ 573.81	\$ 198.08	\$ 594.24	594.24
Items 2 through 6 will not be changed during Franchise Term, i.e., will not receive the								
COLA adjustment as set forth in section 7.1c								

Residential and Commercial Garbage Collection
December 8, 2016

2)								
	Special pick-up for service not on a regular schedule							
	\$25.00 plus \$2.50 per bag, \$2.75 per 32 gallon can. For other means of bundling or containing, \$2.75 for each equivalent in volume to a 32 gallon can.							
3)								
	Special Service for walk-in by driver							
	\$5.00 per can or bag plus the monthly rate. Except as provided in Section 4.1.B(4).							
4)								
	Extra containers picked up at time of regular service shall be billed as in #2 above, but without the \$25.00 charge.							
5)								
	Bulky Goods Items Pricing							
	Furniture			\$ 15.00	per large item		\$ 10.00	
	Non-CFC Appliance			\$ 25.00	per large item		\$ 15.00	
	Carpet			\$ 0.50	per square foot		\$ 0.50	
6)								
	Service Re-Start			\$ 25.00			\$ 25.00	
7)								
	Extra containers picked up on non-regularly scheduled day of service = Monthly Rate divided by 4.33							
8)								
	Miscellaneous Residential Services							
								New Rates
				1/1/2016 Rates		CPI Adj	3.5580%	To be
	<u>Additional Reside</u>	<u>Frequency</u>	<u># of Carts</u>	<u>Monthly</u>	<u>Quarterly</u>	<u>Monthly</u>	<u>Quarterly</u>	<u>billed</u>
	64 Gallon - Recycle Only	1	1	\$ 5.63	\$ 16.89	\$ 5.83	\$ 17.49	17.49
	64 Gallon - Yardwaste Only	1	1	\$ 6.55	\$ 19.65	\$ 6.78	\$ 20.34	20.34
	64 Gallon - 2nd Yardwaste Cart	1	1	\$ 3.04	\$ 9.12	\$ 3.15	\$ 9.45	9.45
	64 Gallon - 2nd Yardwaste Cart	2	1	\$ 6.07	\$ 18.21	\$ 6.29	\$ 18.87	18.87
	Cart Replacement (Lost/Damaged Cart)			\$ 55.00		\$ 56.96		56.96

Residential and Commercial Garbage Collection
December 8, 2016

Exhibit A-2 2017 Commercial Rates

City of Capitola Commercial Rate Structure					
Contract Year Beginning January 1, 2017					
					CPI
Commercial Bins				Rate	Increase
# of bins	Bin Size	Frequency	1/1/2016		3.5580%
					New Rates
1	1 cu yd	1	\$ 161.25	\$	166.99
1	1 cu yd	2	\$ 243.71	\$	252.38
1	1 cu yd	3	\$ 326.03	\$	337.63
1	1 cu yd	4	\$ 408.67	\$	423.21
1	1 cu yd	5	\$ 491.15	\$	508.63
1	1 cu yd	6	\$ 573.62	\$	594.03
2	1 cu yd	1	\$ 243.71	\$	252.38
2	1 cu yd	2	\$ 408.67	\$	423.21
2	1 cu yd	3	\$ 573.62	\$	594.03
2	1 cu yd	4	\$ 738.59	\$	764.87
2	1 cu yd	5	\$ 903.52	\$	935.67
2	1 cu yd	6	\$ 1,068.47	\$	1,106.49
3	1 cu yd	1	\$ 326.20	\$	337.81
3	1 cu yd	2	\$ 573.63	\$	594.04
3	1 cu yd	3	\$ 821.22	\$	850.44
3	1 cu yd	4	\$ 1,068.49	\$	1,106.51
3	1 cu yd	5	\$ 1,315.93	\$	1,362.75
3	1 cu yd	6	\$ 1,563.32	\$	1,618.94
4	1 cu yd	1	\$ 408.67	\$	423.21
4	1 cu yd	2	\$ 738.59	\$	764.87
4	1 cu yd	3	\$ 1,068.82	\$	1,106.85
4	1 cu yd	4	\$ 1,398.42	\$	1,448.18
4	1 cu yd	5	\$ 1,728.32	\$	1,789.81
4	1 cu yd	6	\$ 2,058.17	\$	2,131.40
1	2 cu yd	1	\$ 243.74	\$	252.41
1	2 cu yd	2	\$ 408.67	\$	423.21
1	2 cu yd	3	\$ 573.62	\$	594.03
1	2 cu yd	4	\$ 738.59	\$	764.87
1	2 cu yd	5	\$ 903.52	\$	935.67
1	2 cu yd	6	\$ 1,068.47	\$	1,106.49
2	2 cu yd	1	\$ 408.67	\$	423.21
2	2 cu yd	2	\$ 738.59	\$	764.87
2	2 cu yd	3	\$ 1,068.48	\$	1,106.50
2	2 cu yd	4	\$ 1,398.40	\$	1,448.15
2	2 cu yd	5	\$ 1,728.33	\$	1,789.82
2	2 cu yd	6	\$ 2,058.24	\$	2,131.47

Residential and Commercial Garbage Collection
December 8, 2016

	3	2 cu yd	1	\$ 573.62	\$ 594.03
	3	2 cu yd	2	\$ 1,068.48	\$ 1,106.50
	3	2 cu yd	3	\$ 1,563.37	\$ 1,618.99
	3	2 cu yd	4	\$ 2,058.24	\$ 2,131.47
	3	2 cu yd	5	\$ 2,553.09	\$ 2,643.93
	3	2 cu yd	6	\$ 3,047.98	\$ 3,156.43
	1	3 cu yd	1	\$ 326.18	\$ 337.79
	1	3 cu yd	2	\$ 571.98	\$ 592.33
	1	3 cu yd	3	\$ 821.06	\$ 850.27
	1	3 cu yd	4	\$ 1,068.48	\$ 1,106.50
	1	3 cu yd	5	\$ 1,315.95	\$ 1,362.77
	1	3 cu yd	6	\$ 1,563.37	\$ 1,618.99
	2	3 cu yd	1	\$ 573.62	\$ 594.03
	2	3 cu yd	2	\$ 1,068.48	\$ 1,106.50
	2	3 cu yd	3	\$ 1,563.37	\$ 1,618.99
	2	3 cu yd	4	\$ 2,058.24	\$ 2,131.47
	2	3 cu yd	5	\$ 2,553.09	\$ 2,643.93
	2	3 cu yd	6	\$ 3,047.97	\$ 3,156.42
	3	3 cu yd	1	\$ 821.05	\$ 850.26
	3	3 cu yd	2	\$ 1,563.37	\$ 1,618.99
	3	3 cu yd	3	\$ 2,305.67	\$ 2,387.71
	3	3 cu yd	4	\$ 3,047.97	\$ 3,156.42
	3	3 cu yd	5	\$ 3,790.29	\$ 3,925.15
	3	3 cu yd	6	\$ 4,532.58	\$ 4,693.85
	4	3 cu yd	1	\$ 1,068.48	\$ 1,106.50
	4	3 cu yd	2	\$ 2,058.24	\$ 2,131.47
	4	3 cu yd	3	\$ 3,047.97	\$ 3,156.42
	4	3 cu yd	4	\$ 4,037.70	\$ 4,181.36
	4	3 cu yd	5	\$ 5,027.48	\$ 5,206.36
	4	3 cu yd	6	\$ 6,017.17	\$ 6,231.26
	1	4 cu yd	1	\$ 408.67	\$ 423.21
	1	4 cu yd	2	\$ 738.59	\$ 764.87
	1	4 cu yd	3	\$ 1,068.48	\$ 1,106.50
	1	4 cu yd	4	\$ 1,398.40	\$ 1,448.15
	1	4 cu yd	5	\$ 1,728.33	\$ 1,789.82
	1	4 cu yd	6	\$ 2,058.24	\$ 2,131.47
	2	4 cu yd	1	\$ 738.59	\$ 764.87
	2	4 cu yd	2	\$ 1,398.40	\$ 1,448.15
	2	4 cu yd	3	\$ 2,058.24	\$ 2,131.47
	2	4 cu yd	4	\$ 2,796.33	\$ 2,895.82
	2	4 cu yd	5	\$ 3,377.86	\$ 3,498.04
	2	4 cu yd	6	\$ 4,037.70	\$ 4,181.36

Residential and Commercial Garbage Collection
December 8, 2016

Commercial Carts					
1	35G	1	\$ 21.13	\$ 21.88	
1	35G	6	\$ 126.78	\$ 131.29	
1	64G	1	\$ 42.73	\$ 44.25	
1	64G	2	\$ 85.46	\$ 88.50	
1	64G	3	\$ 128.19	\$ 132.75	
1	96G	1	\$ 63.57	\$ 65.83	
1	96G	2	\$ 127.13	\$ 131.65	
1	96G	4	\$ 254.28	\$ 263.33	
1	96G	6	\$ 381.39	\$ 394.96	
Commercial Cans					
1	32G	1	\$ 16.15	\$ 16.72	
2	32G	1	\$ 32.32	\$ 33.47	
3	32G	1	\$ 48.46	\$ 50.18	
Miscellaneous Commercial Cart Services					
1	64G	1	\$ 5.63	\$ 5.83	
1	64G	1	\$ 6.52	\$ 6.75	
	Cart Replacement (Lost Cart)		\$ 55.00	\$ 56.96	
Extra containers picked up on non-regularly scheduled day of service = Monthly Rate divided by 4.33					
Drop Box Rates					
1	12 Yard		\$ 456.90	\$ 473.16	
1	15 Yard		\$ 456.90	\$ 473.16	
1	20 Yard		\$ 548.98	\$ 568.51	
1	30 Yard		\$ 735.27	\$ 761.43	
1	40 Yard		\$ 980.07	\$ 1,014.94	
1	Box Relocatioin		\$ 84.27	\$ 87.27	
1	Compactor		\$ 349.48	\$ 361.91	
	per pull plus disposal fees				

November 28, 2016

Jamie Goldstein
City Manager
City of Capitola
420 Capitola Ave
Capitola, California 95010

Dear Mr. Goldstein:

We have calculated the new rates for Waste Collection as specified in the Refuse and Recycling and Yard Waste Services Franchise Agreement effective September 1, 2008, Article VII, Section 7.1.C. Enclosed is the calculation of the CPI adjustment, a copy of the indexes from the Bureau of Labor Statistics website, and new rate schedules effective January 1, 2017. The increase is 3.558%.

If you have any questions, please feel free to give me a call at (831) 383-9553 or e-mail me at tfoster@greenwaste.com.

Regards,



Travis Foster
Controller – Santa Cruz and Monterey Operations

Cc: Frank Weigel
Jim Moresco
Dave Tilton
Vanessa Dacpano

Enclosures

2017 City of Capitola CPI Adjustments Calculations
Bureau of Labor Statistics Release – November 17, 2016

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

City of Capitola Residential Rate Structure
 Contract Year Beginning January 1, 2017

1) Residential Carts	Frequency	# of Carts	1/1/2016 Rates		CPI Adj		3.5580%		New Rates To be billed
			Monthly	Quarterly	Monthly	Quarterly	Monthly	Quarterly	
10 Gallon	1	1	\$ 11.78	\$ 35.34	\$ 12.20	\$ 36.60			36.60
20 Gallon	1	1	\$ 14.00	\$ 42.00	\$ 14.50	\$ 43.50			43.50
20 Gallon	2	1	\$ 28.00	\$ 84.00	\$ 29.00	\$ 87.00			87.00
35 Gallon	1	1	\$ 15.87	\$ 47.61	\$ 16.43	\$ 49.29			49.29
35 Gallon	2	1	\$ 31.75	\$ 95.25	\$ 32.88	\$ 98.64			98.64
35 Gallon	1	2	\$ 31.75	\$ 95.25	\$ 32.88	\$ 98.64			98.64
35 Gallon	1	3	\$ 48.87	\$ 146.61	\$ 50.61	\$ 151.83			151.83
35 Gallon	1	4	\$ 65.37	\$ 196.11	\$ 67.70	\$ 203.10			203.10
35 Gallon	1	5	\$ 81.49	\$ 244.47	\$ 84.39	\$ 253.17			253.17
35 Gallon	1	6	\$ 97.79	\$ 293.37	\$ 101.27	\$ 303.81			303.81
35 Gallon	1	7	\$ 114.12	\$ 342.36	\$ 118.18	\$ 354.54			354.54
35 Gallon	1	8	\$ 127.13	\$ 381.39	\$ 131.65	\$ 394.95			394.95
64 Gallon	1	1	\$ 27.01	\$ 81.03	\$ 27.97	\$ 83.91			83.91
64 Gallon	2	1	\$ 53.99	\$ 161.97	\$ 55.91	\$ 167.73			167.73
64 Gallon	1	2	\$ 53.99	\$ 161.97	\$ 55.91	\$ 167.73			167.73
64 Gallon	1	3	\$ 81.03	\$ 243.09	\$ 83.91	\$ 251.73			251.73
64 Gallon	1	4	\$ 108.04	\$ 324.12	\$ 111.88	\$ 335.64			335.64
64 Gallon	1	5	\$ 135.05	\$ 405.15	\$ 139.86	\$ 419.58			419.58
64 Gallon	1	6	\$ 162.06	\$ 486.18	\$ 167.83	\$ 503.49			503.49
64 Gallon	1	7	\$ 189.07	\$ 567.21	\$ 195.80	\$ 587.40			587.40
64 Gallon	1	8	\$ 216.08	\$ 648.24	\$ 223.77	\$ 671.31			671.31
96 Gallon	1	1	\$ 38.28	\$ 114.84	\$ 39.64	\$ 118.92			118.92
96 Gallon	2	1	\$ 76.50	\$ 229.50	\$ 79.22	\$ 237.66			237.66
96 Gallon	1	2	\$ 76.50	\$ 229.50	\$ 79.22	\$ 237.66			237.66
96 Gallon	1	3	\$ 114.77	\$ 344.31	\$ 118.85	\$ 356.55			356.55
96 Gallon	1	4	\$ 148.70	\$ 446.10	\$ 153.99	\$ 461.97			461.97
96 Gallon	1	5	\$ 191.27	\$ 573.81	\$ 198.08	\$ 594.24			594.24

Items 2 through 6 will not be changed during Franchise Term, i.e., will not receive the COLA adjustment as set forth in section 7.1c

2) Special pick-up for service not on a regular schedule

\$25.00 plus \$2.50 per bag, \$2.75 per 32 gallon can. For other means of bundling or containing, \$2.75 for each equivalent in volume to a 32 gallon can.

3) Special Service for walk-in by driver

\$5.00 per can or bag plus the monthly rate. Except as provided in Section 4.1.B(4).

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

**City of Capitola Residential Rate Structure
Contract Year Beginning January 1, 2017**

- 4) Extra containers picked up at time of regular service shall be billed as in #2 above, but without the \$25.00 charge.
- 5) Bulky Goods Items Pricing

Furniture	\$ 15.00 per large item	\$ 10.00
Non-CFC Appliance	\$ 25.00 per large item	\$ 15.00
Carpet	\$ 0.50 per square foot	\$ 0.50
- 6) Service Re-Start

	\$ 25.00	\$ 25.00
--	----------	----------
- 7) Extra containers picked up on non-regularly scheduled day of service = Monthly Rate divided by 4.33

8) **Miscellaneous Residential Services**

Additional Res	Frequency	# of Carts	1/1/2016 Rates		CPI Adj		3.5580%	New Rates To be billed
			Monthly	Quarterly	Monthly	Quarterly		
64 Gallon - Recycle Only	1	1	\$ 5.63	\$ 16.89	\$ 5.83	\$ 17.49	17.49	
64 Gallon - Yardwaste Only	1	1	\$ 6.55	\$ 19.65	\$ 6.78	\$ 20.34	20.34	
64 Gallon - 2nd Yardwaste Cart	1	1	\$ 3.04	\$ 9.12	\$ 3.15	\$ 9.45	9.45	
64 Gallon - 2nd Yardwaste Cart	2	1	\$ 6.07	\$ 18.21	\$ 6.29	\$ 18.87	18.87	
Cart Replacement (Lost/Damaged Cart)			\$ 55.00		\$ 56.96		56.96	

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

**City of Capitola Commercial Rate Structure
Contract Year Beginning January 1, 2017**

# of bins	Commercial Bins		Rate 1/1/2016	CPI Increase 3.5580%	
	Bin Size	Frequency		New Rates	
1	1 cu yd	1	\$ 161.25	\$	166.99
1	1 cu yd	2	\$ 243.71	\$	252.38
1	1 cu yd	3	\$ 326.03	\$	337.63
1	1 cu yd	4	\$ 408.67	\$	423.21
1	1 cu yd	5	\$ 491.15	\$	508.63
1	1 cu yd	6	\$ 573.62	\$	594.03
2	1 cu yd	1	\$ 243.71	\$	252.38
2	1 cu yd	2	\$ 408.67	\$	423.21
2	1 cu yd	3	\$ 573.62	\$	594.03
2	1 cu yd	4	\$ 738.59	\$	764.87
2	1 cu yd	5	\$ 903.52	\$	935.67
2	1 cu yd	6	\$ 1,068.47	\$	1,106.49
3	1 cu yd	1	\$ 326.20	\$	337.81
3	1 cu yd	2	\$ 573.63	\$	594.04
3	1 cu yd	3	\$ 821.22	\$	850.44
3	1 cu yd	4	\$ 1,068.49	\$	1,106.51
3	1 cu yd	5	\$ 1,315.93	\$	1,362.75
3	1 cu yd	6	\$ 1,563.32	\$	1,618.94
4	1 cu yd	1	\$ 408.67	\$	423.21
4	1 cu yd	2	\$ 738.59	\$	764.87
4	1 cu yd	3	\$ 1,068.82	\$	1,106.85
4	1 cu yd	4	\$ 1,398.42	\$	1,448.18
4	1 cu yd	5	\$ 1,728.32	\$	1,789.81
4	1 cu yd	6	\$ 2,058.17	\$	2,131.40
1	2 cu yd	1	\$ 243.74	\$	252.41
1	2 cu yd	2	\$ 408.67	\$	423.21
1	2 cu yd	3	\$ 573.62	\$	594.03
1	2 cu yd	4	\$ 738.59	\$	764.87
1	2 cu yd	5	\$ 903.52	\$	935.67
1	2 cu yd	6	\$ 1,068.47	\$	1,106.49
2	2 cu yd	1	\$ 408.67	\$	423.21
2	2 cu yd	2	\$ 738.59	\$	764.87
2	2 cu yd	3	\$ 1,068.48	\$	1,106.50
2	2 cu yd	4	\$ 1,398.40	\$	1,448.15
2	2 cu yd	5	\$ 1,728.33	\$	1,789.82
2	2 cu yd	6	\$ 2,058.24	\$	2,131.47

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

**City of Capitola Commercial Rate Structure
Contract Year Beginning January 1, 2017**

# of bins	Commercial Bins		Rate 1/1/2016	CPI Increase 3.5580%	
	Bin Size	Frequency		New Rates	
3	2 cu yd	1	\$ 573.62	\$	594.03
3	2 cu yd	2	\$ 1,068.48	\$	1,106.50
3	2 cu yd	3	\$ 1,563.37	\$	1,618.99
3	2 cu yd	4	\$ 2,058.24	\$	2,131.47
3	2 cu yd	5	\$ 2,553.09	\$	2,643.93
3	2 cu yd	6	\$ 3,047.98	\$	3,156.43
1	3 cu yd	1	\$ 326.18	\$	337.79
1	3 cu yd	2	\$ 571.98	\$	592.33
1	3 cu yd	3	\$ 821.06	\$	850.27
1	3 cu yd	4	\$ 1,068.48	\$	1,106.50
1	3 cu yd	5	\$ 1,315.95	\$	1,362.77
1	3 cu yd	6	\$ 1,563.37	\$	1,618.99
2	3 cu yd	1	\$ 573.62	\$	594.03
2	3 cu yd	2	\$ 1,068.48	\$	1,106.50
2	3 cu yd	3	\$ 1,563.37	\$	1,618.99
2	3 cu yd	4	\$ 2,058.24	\$	2,131.47
2	3 cu yd	5	\$ 2,553.09	\$	2,643.93
2	3 cu yd	6	\$ 3,047.97	\$	3,156.42
3	3 cu yd	1	\$ 821.05	\$	850.26
3	3 cu yd	2	\$ 1,563.37	\$	1,618.99
3	3 cu yd	3	\$ 2,305.67	\$	2,387.71
3	3 cu yd	4	\$ 3,047.97	\$	3,156.42
3	3 cu yd	5	\$ 3,790.29	\$	3,925.15
3	3 cu yd	6	\$ 4,532.58	\$	4,693.85
4	3 cu yd	1	\$ 1,068.48	\$	1,106.50
4	3 cu yd	2	\$ 2,058.24	\$	2,131.47
4	3 cu yd	3	\$ 3,047.97	\$	3,156.42
4	3 cu yd	4	\$ 4,037.70	\$	4,181.36
4	3 cu yd	5	\$ 5,027.48	\$	5,206.36
4	3 cu yd	6	\$ 6,017.17	\$	6,231.26
1	4 cu yd	1	\$ 408.67	\$	423.21
1	4 cu yd	2	\$ 738.59	\$	764.87
1	4 cu yd	3	\$ 1,068.48	\$	1,106.50
1	4 cu yd	4	\$ 1,398.40	\$	1,448.15
1	4 cu yd	5	\$ 1,728.33	\$	1,789.82
1	4 cu yd	6	\$ 2,058.24	\$	2,131.47

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

City of Capitola Commercial Rate Structure
 Contract Year Beginning January 1, 2017

Commercial Bins			Rate	CPI Increase
# of bins	Bin Size	Frequency	1/1/2016	3.5580%
New Rates				
2	4 cu yd	1	\$ 738.59	\$ 764.87
2	4 cu yd	2	\$ 1,398.40	\$ 1,448.15
2	4 cu yd	3	\$ 2,058.24	\$ 2,131.47
2	4 cu yd	4	\$ 2,796.33	\$ 2,895.82
2	4 cu yd	5	\$ 3,377.86	\$ 3,498.04
2	4 cu yd	6	\$ 4,037.70	\$ 4,181.36
3	4 cu yd	1	\$ 1,067.96	\$ 1,105.96
3	4 cu yd	2	\$ 2,058.24	\$ 2,131.47
3	4 cu yd	3	\$ 3,047.97	\$ 3,156.42
3	4 cu yd	4	\$ 4,037.70	\$ 4,181.36
3	4 cu yd	5	\$ 5,027.48	\$ 5,206.36
3	4 cu yd	6	\$ 6,017.17	\$ 6,231.26
4	4 cu yd	1	\$ 1,398.40	\$ 1,448.15
4	4 cu yd	2	\$ 2,718.07	\$ 2,814.78
4	4 cu yd	3	\$ 4,037.71	\$ 4,181.37
4	4 cu yd	4	\$ 5,357.34	\$ 5,547.95
4	4 cu yd	5	\$ 6,677.07	\$ 6,914.64
4	4 cu yd	6	\$ 7,996.64	\$ 8,281.16
5	4 cu yd	1	\$ 1,778.07	\$ 1,841.33
5	4 cu yd	2	\$ 3,377.87	\$ 3,498.05
5	4 cu yd	3	\$ 5,027.47	\$ 5,206.35
5	4 cu yd	4	\$ 6,677.00	\$ 6,914.57
5	4 cu yd	5	\$ 8,326.65	\$ 8,622.91
5	4 cu yd	6	\$ 9,976.12	\$ 10,331.07
1	6 cu yd	1	\$ 573.62	\$ 594.03
1	6 cu yd	2	\$ 1,068.48	\$ 1,106.50
1	6 cu yd	3	\$ 1,563.37	\$ 1,618.99
1	6 cu yd	4	\$ 2,058.24	\$ 2,131.47
1	6 cu yd	5	\$ 2,553.09	\$ 2,643.93
1	6 cu yd	6	\$ 3,047.97	\$ 3,156.42
2	6 cu yd	1	\$ 1,068.48	\$ 1,106.50
2	6 cu yd	2	\$ 2,058.24	\$ 2,131.47
2	6 cu yd	3	\$ 3,047.97	\$ 3,156.42
2	6 cu yd	4	\$ 4,037.67	\$ 4,181.33
2	6 cu yd	5	\$ 5,027.47	\$ 5,206.35
2	6 cu yd	6	\$ 6,017.20	\$ 6,231.29
1	8 cu yd	1	\$ 738.59	\$ 764.87
1	8 cu yd	2	\$ 1,398.40	\$ 1,448.15
1	8 cu yd	3	\$ 2,058.24	\$ 2,131.47
1	8 cu yd	4	\$ 2,718.05	\$ 2,814.76
1	8 cu yd	5	\$ 3,377.88	\$ 3,498.06
1	8 cu yd	6	\$ 4,037.67	\$ 4,181.33

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

**City of Capitola Commercial Rate Structure
Contract Year Beginning January 1, 2017**

Commercial Bins			Rate	CPI
# of bins	Bin Size	Frequency	1/1/2016	Increase 3.5580%
New Rates				
Miscellaneous Bin Services				
	Bin Cleaning		\$ 143.78	\$ 148.90
	Lock Installation		\$ 36.95	\$ 38.26
Extra containers picked up on non-regularly scheduled day of service = Monthly Rate divided by 4.33				
Commercial Carts				
1	35G	1	\$ 21.13	\$ 21.88
1	35G	6	\$ 126.78	\$ 131.29
1	64G	1	\$ 42.73	\$ 44.25
1	64G	2	\$ 85.46	\$ 88.50
1	64G	3	\$ 128.19	\$ 132.75
1	96G	1	\$ 63.57	\$ 65.83
1	96G	2	\$ 127.13	\$ 131.65
1	96G	4	\$ 254.28	\$ 263.33
1	96G	6	\$ 381.39	\$ 394.96
Commercial Cans				
1	32G	1	\$ 16.15	\$ 16.72
2	32G	1	\$ 32.32	\$ 33.47
3	32G	1	\$ 48.46	\$ 50.18
Miscellaneous Commercial Cart Services				
1	64G	1	\$ 5.63	\$ 5.83 Recycle Cart Only
1	64G	1	\$ 6.52	\$ 6.75 Yard Waste
	Cart Replacement (Lost Cart)		\$ 55.00	\$ 56.96
Extra containers picked up on non-regularly scheduled day of service = Monthly Rate divided by 4.33				
Drop Box Rates				
1	12 Yard		\$ 456.90	\$ 473.16
1	15 Yard		\$ 456.90	\$ 473.16
1	20 Yard		\$ 548.98	\$ 568.51
1	30 Yard		\$ 735.27	\$ 761.43
1	40 Yard		\$ 980.07	\$ 1,014.94
1	Box Relocatioin		\$ 84.27	\$ 87.27
1	Compactor		\$ 349.48	\$ 361.91
	per pull plus disposal fees			

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

**City of Capitola Commercial Rate Structure
Contract Year Beginning January 1, 2017**

Commercial Bins			Rate 1/1/2016	CPI Increase 3.5580%	New Rates
# of bins	Bin Size	Frequency			
Commercial Front Load Compactors					
Front Load Compactors					
1	2 cu yd	1	\$ 324.18	\$	335.71
1	2 cu yd	2	\$ 543.53	\$	562.87
2	2 cu yd	1	\$ 543.53	\$	562.87
2	2 cu yd	2	\$ 982.32	\$	1,017.27
3	2 cu yd	1	\$ 762.92	\$	790.06
3	2 cu yd	2	\$ 1,421.08	\$	1,471.64
1	3 cu yd	1	\$ 433.81	\$	449.24
1	3 cu yd	2	\$ 760.74	\$	787.81
2	3 cu yd	1	\$ 762.92	\$	790.06
2	3 cu yd	2	\$ 1,421.08	\$	1,471.64
3	3 cu yd	1	\$ 1,092.00	\$	1,130.85
3	3 cu yd	2	\$ 2,079.28	\$	2,153.26
4	3 cu yd	1	\$ 1,421.08	\$	1,471.64
4	3 cu yd	2	\$ 2,737.46	\$	2,834.86

Instabin Service

1	3 cu yd		\$ 116.04	\$	120.17
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Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

NEWS RELEASE

BUREAU OF LABOR STATISTICS

U. S. D E P A R T M E N T O F L A B O R



16-2181-SAN

For Release: Thursday, November 17, 2016

WESTERN INFORMATION OFFICE: San Francisco, Calif.

Technical information: (415) 625-2270 • BLSinfoSF@bls.gov • www.bls.gov/regions/west

Media contact: (415) 625-2270

ERRATA

Incorrect prices for prescription drugs were used for the CPI-U and CPI-W indexes from May through August 2016 in a number of areas. Several indexes were affected, including the all items and medical care indexes. A list of the series affected can be found at www.bls.gov/bls/errata/cpi-price-corrections-10182016.htm, and the corrected data are available in the CPI database (www.bls.gov/cpi/data.htm).

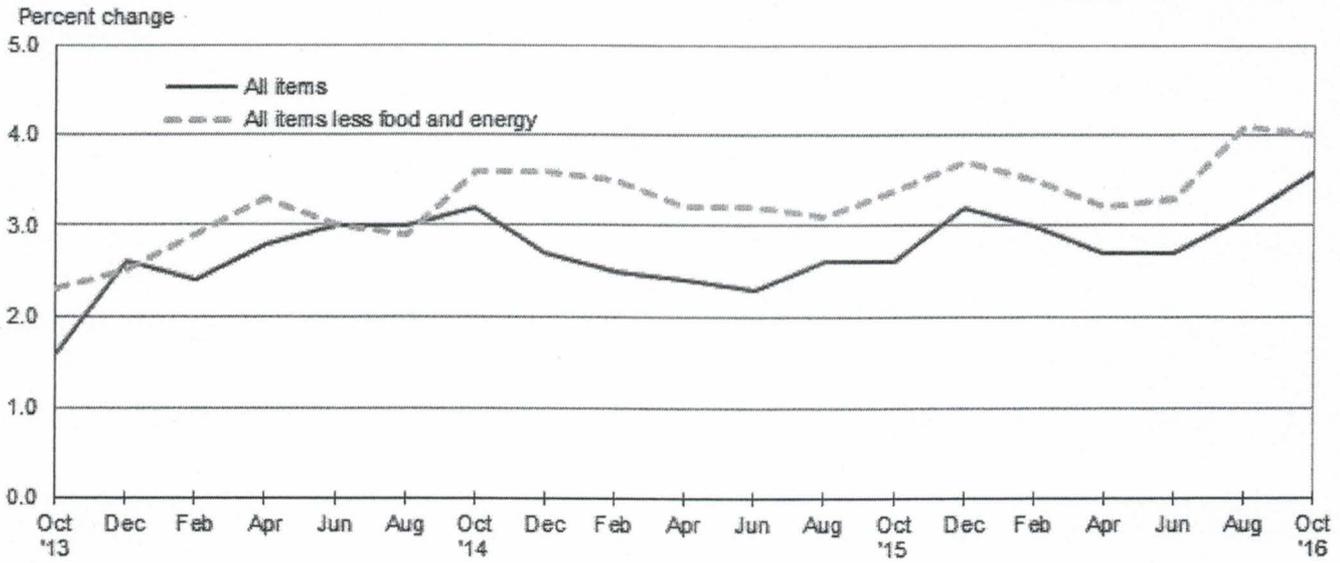
Consumer Price Index, San Francisco Area — October 2016

Area prices were up 0.9 percent over the past two months, up 3.6 percent from a year ago

Prices in the San Francisco area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), advanced 0.9 percent for the two months ending in October 2016, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) Assistant Commissioner for Regional Operations Richard Holden noted that the October increase was influenced by higher prices for shelter. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 3.6 percent. (See [chart 1](#) and [table A](#).) Energy prices increased 6.2 percent, largely the result of an increase in the price of natural gas service. The index for all items less food and energy advanced 4.0 percent over the year. (See [table 1](#).)

Chart 1. Over-the-year percent change in CPI-U, San Francisco, October 2013–October 2016



Source: U.S. Bureau of Labor Statistics.

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

Food

Food prices decreased 0.5 percent for the two months ending in October. (See table 1.) Prices for food at home declined 1.3 percent, but prices for food away from home advanced 0.3 percent for the same period.

Over the year, food prices edged down 0.1 percent. Prices for food at home moved down 3.8 percent since a year ago, but prices for food away from home moved up 4.2 percent.

Energy

The energy index rose 3.4 percent for the two months ending in October. The increase was mainly due to higher prices for gasoline (4.7 percent). Prices for natural gas service advanced 4.5 percent, and prices for electricity increased 0.8 percent in for the same period.

Energy prices increased 6.2 percent over the year, largely due to higher prices for natural gas service (23.8 percent). Prices paid for electricity rose 10.6 percent, but prices for gasoline decreased 0.9 percent during the past year.

All items less food and energy

The index for all items less food and energy advanced 1.0 percent in the latest two-month period. Higher prices for shelter (2.0 percent) and apparel (0.9 percent) were partially offset by lower prices for recreation (-1.3 percent) and education and communication (-1.2 percent).

Over the year, the index for all items less food and energy rose 4.0 percent. Components contributing to the increase included shelter (7.2 percent) and apparel (2.0 percent). Partly offsetting the increases were price declines in household furnishings and operations (-1.4 percent) and education and communication (-1.4 percent).

Table A. San Francisco-Oakland-San Jose CPI-U bi-monthly and annual percent changes (not seasonally adjusted)

Month	2011		2012		2013		2014		2015		2016	
	Bi-monthly	Annual										
February.....	1.0	1.7	1.1	3.0	1.3	2.4	1.2	2.4	1.0	2.5	0.9	3.0
April.....	1.8	2.8	0.9	2.1	0.8	2.4	1.2	2.8	1.1	2.4	0.7	2.7
June.....	-0.2	2.4	0.3	2.6	0.5	2.6	0.7	3.0	0.6	2.3	0.6	2.7
August.....	0.4	2.9	0.6	2.8	0.1	2.0	0.0	3.0	0.3	2.6	0.7	3.1
October.....	0.3	3.2	0.7	3.2	0.2	1.6	0.5	3.2	0.4	2.6	0.9	3.6
December.....	-0.4	2.9	-1.4	2.2	-0.4	2.6	-0.9	2.7	-0.3	3.2		

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)

The December 2016 Consumer Price Index for the San Francisco-Oakland-San Jose is scheduled to be released on January 18, 2017.

Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 89 percent of the total population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers 28 percent of the total population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 87 urban areas across the country from about 4,000 housing units and approximately 26,000 retail establishments--department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date (1982-84) that equals 100.0. An increase of 16.5 percent, for example, is shown as 116.5. This change can also be expressed in dollars as follows: the price of a base period "market basket" of goods and services in the CPI has risen from \$10 in 1982-84 to \$11.65. For further details see the CPI home page on the Internet at www.bls.gov/cpi and the BLS Handbook of Methods, Chapter 17, The Consumer Price Index, available on the Internet at www.bls.gov/opub/hom/homch17_a.htm.

In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The San Francisco-Oakland-San Jose, CA. metropolitan area covered in this release is comprised of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Santa Cruz, Sonoma, and Solano Counties in the State of California.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: (202) 691-5200; Federal Relay Service: (800) 877-8339.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods San Francisco-Oakland-San Jose, CA (1982-84=100 unless otherwise noted)

Item and Group	Indexes			Percent change from-		
	Aug. 2016	Sep. 2016	Oct. 2016	Oct. 2015	Aug. 2016	Sep. 2016
Expenditure category						
All items.....	(R) 267.853	-	270.306	3.6	(R) 0.9	-
All items (1967=100).....	(R) 823.455	-	830.996	-	-	-
Food and beverages.....	266.855	-	265.849	0.0	-0.4	-
Food.....	267.482	-	266.057	-0.1	-0.5	-
Food at home.....	251.829	248.486	248.603	-3.8	-1.3	0.0
Food away from home.....	286.275	-	287.099	4.2	0.3	-
Alcoholic beverages.....	265.049	-	268.882	0.9	1.4	-
Housing.....	311.699	-	317.445	6.7	1.8	-
Shelter.....	352.965	355.955	360.081	7.2	2.0	1.2
Rent of primary residence ⁽¹⁾	398.331	400.484	402.124	6.3	1.0	0.4
Owners' equiv. rent of residences ^{(1) (2)}	382.265	384.282	386.010	6.9	1.0	0.4
Owners' equiv. rent of primary residence ^{(1) (2)}	382.265	384.282	386.010	6.9	1.0	0.4
Fuels and utilities.....	384.853	-	389.685	9.9	1.3	-
Household energy.....	347.861	346.951	354.902	14.7	2.0	2.3
Energy services ⁽¹⁾	349.336	348.383	356.332	15.0	2.0	2.3
Electricity ⁽¹⁾	353.502	353.502	356.338	10.6	0.8	0.8
Utility (piped) gas service ⁽¹⁾	322.518	319.799	337.072	23.8	4.5	5.4
Household furnishings and operations.....	135.331	-	135.898	-1.4	0.4	-
Apparel.....	119.873	-	120.918	2.0	0.9	-
Transportation.....	182.901	-	185.138	0.8	1.2	-
Private transportation.....	173.472	-	176.371	2.1	1.7	-
Motor fuel.....	197.818	204.532	207.138	-0.9	4.7	1.3
Gasoline (all types).....	197.008	203.724	206.320	-0.9	4.7	1.3
Gasoline, unleaded regular ⁽³⁾	196.782	203.602	206.210	-1.0	4.8	1.3
Gasoline, unleaded midgrade ^{(3) (4)}	184.631	189.563	192.268	-0.6	4.1	1.4
Gasoline, unleaded premium ⁽³⁾	188.278	194.358	196.707	-0.4	4.5	1.2
Medical care.....	(R) 486.042	-	486.894	-	(R) 0.2	-
Recreation ⁽⁵⁾	114.784	-	113.319	-0.8	-1.3	-
Education and communication ⁽⁵⁾	143.776	-	142.078	-1.4	-1.2	-
Other goods and services.....	435.958	-	435.370	0.6	-0.1	-
Commodity and service group						
All items.....	(R) 267.853	-	270.306	3.6	(R) 0.9	-
Commodities.....	(R) 181.214	-	181.948	-0.3	(R) 0.4	-
Commodities less food & beverages.....	(R) 135.215	-	136.642	-0.5	(R) 1.1	-
Nondurables less food & beverages.....	(R) 173.429	-	175.510	0.8	(R) 1.2	-
Durables.....	98.180	-	98.981	-2.8	0.8	-
Services.....	(R) 340.238	-	344.064	5.2	(R) 1.1	-
Special aggregate indexes						
All items less medical care.....	258.924	-	261.448	3.6	1.0	-
All items less shelter.....	(R) 233.405	-	233.599	1.0	(R) 0.1	-
Commodities less food.....	(R) 140.754	-	142.274	-0.4	(R) 1.1	-
Nondurables.....	(R) 221.161	-	221.824	0.3	(R) 0.3	-
Nondurables less food.....	(R) 180.366	-	182.573	0.8	(R) 1.2	-
Services less rent of shelter ⁽²⁾	(R) 340.199	-	339.344	2.2	(R) -0.3	-
Services less medical care services.....	331.106	-	335.079	5.4	1.2	-
Energy.....	255.786	259.811	264.414	6.2	3.4	1.8

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods San Francisco-Oakland-San Jose, CA (1982-84=100 unless otherwise noted) - Continued

Item and Group	Indexes			Percent change from-		
	Aug. 2016	Sep. 2016	Oct. 2016	Oct. 2015	Aug. 2016	Sep. 2016
All items less energy.....	^(R) 271.712	-	273.873	3.4	^(R) 0.8	-
All items less food and energy.....	^(R) 273.194	-	275.897	4.0	^(R) 1.0	-

^(R) Revised

(1) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

(2) Index is on a December 1982=100 base.

(3) Special index based on a substantially smaller sample.

(4) Indexes on a December 1993=100 base.

(5) Indexes on a December 1997=100 base.

- Data not available

NOTE: Index applies to a month as a whole, not to any specific date.

Attachment: Capitola 2017 Rate CPI Calculation letter (1140 : Residential and Commercial Garbage Collection)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: Finance Department

SUBJECT: Receive the Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2016, and the Housing Successor Independent Financial Audit and Annual Progress Report

RECOMMENDED ACTION: Receive Reports.

BACKGROUND: State law requires the City retain an independent audit firm to audit the City's financial statements and issue an opinion. For Fiscal Year 2015/16, the City has again received an "unqualified" opinion, which indicates the auditor believes the financial statements are presented fairly. The Comprehensive Annual Financial Report (CAFR) for the City of Capitola for the year ended June 30, 2016.

Senate Bill (SB) 341, which became effective in January 2014, requires Successor Agencies to provide an independent financial audit to legislative bodies starting with fiscal years ending in 2014, along with specified housing financial and activity information. The City's annual audit and CAFR meet the requirements of SB 341, while the Addendum to the Annual Progress Report contains the required financial and housing activity information.

DISCUSSION: The financial report presents the financial condition, results of operations, and current economic condition for the Fiscal Year ended June 30, 2016, for the City of Capitola and its component units. Financial information for the Successor Agency is presented as a separate Private Purpose Trust Fund within the CAFR.

The financial statements are audited "in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States." The independent audit firm of Rogers, Anderson, Malody, and Scott, Certified Public Accountants, has issued the following opinion on the City's financial records, found on page 1 of the CAFR: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Capitola, California, as of June 30, 2016, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America....In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole."

The Fiscal Year 2015/16 CAFR (<http://www.cityofcapitola.org/finance/page/comprehensive-annual-financial-reports>) will be submitted to the Government Finance Officers' Association (GFOA) for the Excellence in Financial Reporting Award. The City's CAFR received this prestigious award for the last three fiscal years. The City has historically received the California

Receive Comprehensive Annual Financial Report
December 8, 2016

Society of Municipal Finance Officers (CSMFO) Award for the Outstanding Financial Reporting consistency since 2000. Hard copies of the CAFR will also be available at City Hall.

Former Redevelopment Agencies (RDA) were required to submit an annual report to the State Controller and the Department of Housing and Community Development prior to their dissolution in 2012. SB 341, which became effective in January 2014, amended Health & Safety Code 34176 to address particular provisions and functions relating to the former "redevelopment agencies" and new "housing successor" entities. A component of this legislation requires jurisdictions to provide legislative bodies with an independent financial audit of the Housing Successor Fund within six months after the end of each fiscal year. This audit may be included in the independent financial audit of the host jurisdiction. In addition, specified Housing financial and activity information is required to be posted to a jurisdiction's website and submitted with the audit report. The CAFR includes the audited financial statements for the Housing Successor, while the Addendum to the Annual Progress Report contains the required financial and activity information. This information was transmitted to the City Council and posted to the City's website within the legislative timelines.

The next opportunity to review the City's financial picture, including updated revenue and expenditure forecasts, will be at the Mid-year Budget Review in February.

Report Prepared By: Mark Welch
Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Adopt a Resolution Setting the Interest Rate for Tenant's Security Deposits for 2017 at Zero Percent (0.00%), as was Set for 2016

RECOMMENDED ACTION: Adopt Resolution.

BACKGROUND: The City Council adopted Ordinance No. 804 on February 12, 1998, adding Chapter 5.48 to the Municipal Code requiring interest on security deposits for residential rental properties. Pursuant to the first sentence of Municipal Code Section 5.48.025, "*On or before December 31 of each year, the City Council shall set the minimum interest rate (for tenant security deposits) for the next calendar year,*" the City Council reviews the interest rate and adopts a Resolution setting the rate for the next year.

It has been the City Council's practice to set its interest rate for tenant security deposits consistent with the amount set by the Board of Supervisors of Santa Cruz County. However, in recent years, with the passbook savings rate near zero, the City has set the tenant security deposit rate at zero to simplify the process. A history of interest rates since adoption of the implementing Ordinance is also attached for your information.

DISCUSSION: The Santa Cruz County Investment Officer completed a survey of annual simple interest on passbook savings and recommended to the County Board of Supervisors to set the interest rate for tenants' security deposits for 2017 at 0.01%. The Board of Supervisors meet on November 22, 2016, and adopted Resolution No. 265-2016 setting the interest rate for tenant's security deposits effective January 1, 2017, at 0.01% (Attachment 1).

Based on the past Council's action, staff has prepared a Resolution setting the rate at zero percent (0.00%) given the very low passbook savings rate.

Notices were mailed and/or emailed to all interested parties on Friday, December 2, 2016, along with the agenda report (Attachment 2).

FISCAL IMPACT: None

ATTACHMENTS:

1. Santa Cruz County Resolution No. 265-2016 (PDF)
2. Tenant Interest on Security Deposit Notice (DOCX)

Tenant's Security Deposits
December 8, 2016

3. Tenant Security Deposit History (DOCX)

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

Tenant's Security Deposits
December 8, 2016

DRAFT RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
SETTING INTEREST RATE FOR TENANT SECURITY DEPOSITS FOR 2017
AT ZERO PERCENT (0.00 %) IN THE CITY OF CAPITOLA**

WHEREAS, Municipal Code Section 5.48.025 contemplates the City Council setting the minimum interest rate for tenant security deposits; and

WHEREAS, the current rate of interest for residential rental security deposits is zero percent (0.00%); and

WHEREAS, the County of Santa Cruz Board of Supervisors, at its meeting to be held November 22, 2016, voted to set the rate at 0.01% as recommended by the Santa Cruz County Investment Officer; and

WHEREAS, although it has been the practice of the Capitola City Council to set its interest rate for tenant security deposits consistent with other jurisdictions within the County of Santa Cruz, the City Council finds the rate of 0.01% to be burdensome to property owners in the City of Capitola; and

WHEREAS, based on the City Council's action to set the interest rate at zero percent (0.00%) last year, which is the average current rate for savings passbook accounts, the City Council established the interest rate at zero percent (0.00%) for year 2017; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola that the rate of simple interest payable annually on residential rental security deposits by landlords shall be zero percent (0.00%) effective January 1, 2017.

I HEREBY CERTIFY that the above and foregoing Resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 8th day of December, 2016, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

_____, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk



County of Santa Cruz

Auditor-Controller-Treasurer-Tax Collector

701 Ocean Street, Suite 100, Santa Cruz, CA 95060

Phone:(831) 454-2500 Fax:(831) 454-2660

Edith Driscoll, Auditor-Controller-Treasurer-Tax Collector

APPROVED AND FILED
BOARD OF SUPERVISORS

DATE: 11/22/16
COUNTY OF SANTA CRUZ

SUSAN MAURIELLO

CLERK OF THE BOARD
Alicia Mauriello
DEPUTY

Meeting Date: November 22, 2016
Date: November 2, 2016
To: The Board of Supervisors
From: Edith Driscoll, Auditor-Controller-Treasurer-Tax Collector
Subject: Tenant's Interest on Security Deposits for Residential Rental Property

Section 8.42.010 of the County Code sets forth the County's procedure to annually set the rate for tenant's interest on security deposits. As provided in the Code, the Treasurer contacts a minimum of three major banking or savings and loan institutions in November of each year to determine the interest rate currently paid on savings passbook accounts. The Treasurer then computes the average of these rates as the recommended interest rate to be paid on security deposits in the following calendar year. The recommendation is transmitted to your Board with a proposed resolution for adoption, specifying the recommended interest rate.

All banks surveyed reported a rate on passbook savings account of 0.01%. The Treasurer is recommending a rate of 0.01% for calendar year 2017.

A rental agreement may provide for a tenant's interest at a percentage rate greater than that established by the Board resolution in effect; however, under no circumstances shall a rental agreement provide for a tenant's interest at a percentage rate less than the rate established by your Board's action. Your Board has historically requested the District Attorney's Consumer Affairs Division to include the new rate information along with a history of prior rates in the material distributed by their office to consumers throughout the County.

It is, therefore, RECOMMENDED that your Board:

1. Adopt the attached resolution to establish a 0.01% per annum simple interest rate on tenant's rental security deposits effective January 1, 2017; and
2. Request the District Attorney's Consumer Affairs Division to include information concerning current and prior interest rates on tenant security deposits in the materials distributed by their office.

Attachment: Santa Cruz County Resolution No. 265-2016 (1583 : Tenant's Security Deposits)

Submitted by:


Edith Whiswell, Auditor-Controller-Treasurer-Tax Collector 11/4/2016

Recommended:

Susan A. Mauriello, County Administrative Officer

Attachments:

- a Tenant Interest Rate Survey 2017
- b Resolution Setting Interest

Survey of Annual Simple Interest on Passbook Savings

Tenant's Interest on Security Deposits

Subsection B of Section 842.010

Rate Quote Date : 11/1/16	Regular Passbook
Bank of the West	0.01
JP Morgan Chase	0.01
Bank of America	0.01
Wells Fargo	0.01
Union Bank	0.01
Comerica	0.01
AVERAGE:	0.01

Regular Passbook based on Savings Accounts less than \$5000

djz / 11/01/16

Attachment: Tenant Interest Rate Survey 2017 (2971 : Tenant's Interest on Security Deposits for

Attachment: Santa Cruz County Resolution No. 265-2016 (1583 : Tenant's Security Deposits)

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. 265-2016

On the motion of Supervisor Leopold
duly Seconded by Supervisor Friend
the following resolution is adopted:

RESOLUTION SETTING INTEREST RATE FOR TENANT'S SECURITY DEPOSITS

WHEREAS, Santa Cruz County Code Section 8.42.010 requires the Board of Supervisors to establish the rate of simple interest payable by landlords to tenants on residential rental security deposits; and,

WHEREAS, the current rate of interest for residential rental security deposits is 0.01%; and,

WHEREAS, the County's Treasurer has conducted a survey in November 2016 of annual simple interest rates paid on savings passbook accounts, and all survey respondents reported a rate of 0.01% on savings accounts.

NOW, THEREFORE BE IT RESOLVED that the rate of simple interest payable annually on residential rental security deposits by landlords shall be 0.01% effective January 1, 2017.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this 22nd day of November 2016, by the following vote:

AYES:	SUPERVISORS	Leopold, Friend, Coonerty, Caput, McPherson
NOES:	SUPERVISORS	None
ABSENT:	SUPERVISORS	None
ABSTAIN:	SUPERVISORS	None

ATTEST:

SUSAN GALLOWAY

Clerk of the Board

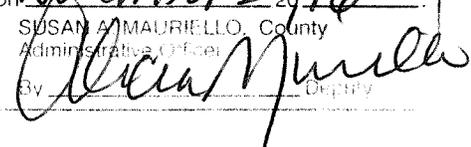
APPROVED AS TO FORM:


Office of the County Counsel

Distribution: Auditor-Controller-Treasurer-Tax Collector, District Attorney Consumer Affairs, Clerk of the Board, Each City Clerk.

BRUCE MCPHERSON
Chairperson, Board of Supervisors

STATE OF CALIFORNIA)
COUNTY OF SANTA CRUZ)
I, SUSAN A. MAURIELLO, County Administrative Officer and ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California do hereby certify that the foregoing is a true and correct copy of the resolution passed and adopted by and entered in the minutes of the said board. In witness whereof I have hereunto set my hand and affixed the seal of the said Board on November 29, 2016

SUSAN A. MAURIELLO, County Administrative Officer
By  Deputy

Attachment: Santa Cruz County Resolution No. 265-2016 (1583 : Tenant's Security Deposits)



420 Capitola Avenue
Capitola, California 95010
Telephone: (831) 475-7300
FAX: (831) 479-8879
Website

December 2, 2016

RE: NOTICE OF CAPITOLA CITY COUNCIL CONSIDERATION OF A RESOLUTION
SETTING INTEREST RATE FOR TENANT SECURITY DEPOSITS IN 2017

Interested Parties:

This is to inform you that on Thursday, December 8, 2016, the Capitola City Council will consider a Resolution setting the interest rate for tenant security deposits in 2017. Attached is a copy of the agenda report.

The Santa Cruz County Board of Supervisors, at its meeting to be held November 22, 2016, adopted a Resolution setting the interest rate for tenant's security deposits effective January 1, 2017, at 0.01%. Based on the Council's action to set the interest rate a zero percent (0.00%) last year, staff is recommending setting the interest rate at 0.00% for 2017. The item is on the City Council's Consent Calendar; however, it could be pulled for separate discussion.

A copy of the City Council's Resolution will be sent to you once it has been adopted.

Should you have questions regarding this information, please feel free to contact me at 831-475-7300 or email at ssneddon@ci.capitola.ca.us.

Sincerely,

CITY OF CAPITOLA

Susan Sneddon
City Clerk

Enclosure

Attachment: Tenant Interest on Security Deposit Notice (1583 : Tenant's Security Deposits)



420 Capitola Avenue
 Capitola, California 95010
 Telephone: (831) 475-7300
 FAX: (831) 479-8879
 Website: www.ci.capitola.ca.us

HISTORY INFORMATION REGARDING TENANT'S INTEREST ON SECURITY DEPOSITS FOR RESIDENTIAL RENTAL PROPERTIES

ORDINANCES ADOPTED

Ordinance No. 804, Ordinance adding Chapter 5.48 to the Municipal Code requiring interest on security deposits for residential rental properties, adopted February 12, 1998, effective March 14, 1998.

Ordinance No. 813, Ordinance Amending Section 5.48.040 of the Municipal Code regarding Payment of Tenant's Interest, adopted December 19, 1999, effective January 18, 2000.

RESOLUTIONS ADOPTED

Resolution No. 2948	Two Percent (2.00%)	Effective March 14, 1998
Resolution No. 3007	Two Percent (2.00%)	January 1, 1999
Resolution No. 3067	Two Percent (2.00%)	January 1, 2000
Resolution No. 3107	Two Percent (2.00%)	January 1, 2001
Resolution No. 3180	One Percent (1.00%)	January 1, 2002
Resolution No. 3258	.58 Percent (0.58%)	January 1, 2003
Resolution No. 3322	.32 Percent (0.32%)	January 1, 2004
Resolution No. 3416	.32 Percent (0.32%)	January 1, 2005
Resolution No. 3510	.43 Percent (0.43%)	January 1, 2006
Resolution No. 3594	.34 Percent (0.34%)	January 1, 2007
Resolution No. 3671	.31 Percent (0.31%)	January 1, 2008
Resolution No. 3731	.23 Percent (0.23%)	January 1, 2009
Resolution No. 3791	.10 Percent (0.10%)	January 1, 2010
Resolution No. 3849	Zero Percent (0.00%)	January 1, 2011
Resolution No. 3898	Zero Percent (0.00%)	January 1, 2012
Resolution No. 3945	Zero Percent (0.00%)	January 1, 2013
Resolution No. 3973	Zero Percent (0.00%)	January 1, 2014
Resolution No. 4009	Zero Percent (0.00%)	January 1, 2015
Resolution No. 4040	Zero Percent (0.00%)	January 1, 2016

Revised 11/28/16



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: Community Development

SUBJECT: Appeal of Design Permit and Variance for a New Home at 105 Sacramento Avenue

RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of January 12, 2016, to consider two appeals of Application #16-133.

BACKGROUND/DISCUSSION: On November 3, 2016, the Planning Commission approved the above project on a 4-0 vote (Commissioner Smith Absent). Two appeals of the application were received. Council Member Harlan appealed the project on November 16, 2016 (Attachment 1). Denise Ryan and Chris O'Connell, residents of 106 Hollister Avenue, appealed the project on November 18, 2016 (Attachment 2). In accordance with Municipal Code Section 2.52.030, staff must present an appeal at the next City Council meeting or request the Council to set a future hearing date. Staff requests the City Council set the public hearing for the January 12, 2016 meeting.

ATTACHMENTS:

1. Ryan and O'Connell Appeal
2. Council Member Harlan Appeal

Report Prepared By: Katie Cattan
Senior Planner

Reviewed and Forwarded by:



CITY OF CAPITOLA
APPEAL APPLICATION FORM

NOV 18 2016

CITY OF CAPITOLA

Table with 2 columns: TYPE OF APPEAL (check one) and APPEAL FEE. Includes options like Administrative - Staff Determination, Planning Commission Decision, Code Enforcement Action, Building Code Interpretation, and Coastal Appeal with associated fees.

APPELLANT INFORMATION

Name: Denise Ryan and Chris O'Connell
Address: 106 Hollister Avenue City Capitola Zip 95010
Phone: 831-345-0279/831-325-6110
Email: denise@gorfh.com/smokinoke@gmail.com

APPEAL INFORMATION

Project Address: 105 Sacramento Avenue, Capitola, CA 95010
Property Owner: Lani and Tim Holdener
Application Number: 16-133 036-144-05

REASONS FOR APPEAL

Please note the reasons and grounds for your appeal. Attach additional pages as necessary.
We forwarded and presented the following concerns with the Planning Commission which include:
1. Generally, we believe this is an excessive building proposal given the precarious status of the cliffside parcel. Proposing a 5 bedroom 3,600' 'second home' onto this small (800' main and 400' ADU) dwelling is a potential danger to other dwellings along the cliff. That's an increase of 2400' onto a property that will decrease by erosion at the average rate of 1' per year.
2. The plans compromise surrounding neighbors' privacy.
3. The removal of a large portion of a 'Heritage Tree' cypress grove with the sinking of foundation (cont. on attached doc)

SIGNATURE [Handwritten signatures] DATE 11.18.16

Attachment: Ryan and O'Connell Appeal (1674 : Appeal - 105 Sacramento Ave)

(2)

11.18.16

7.F.1

3. piers around the roots of the remaining trees will endanger lives and homes on the surrounding properties.
4. There are no plans indicated for the demolition of the existing asbestos materials on the property. (see <https://www.asbestos.com/exposure/>)
5. The exterior staircase takes advantage of the side yard variance and compromises the immediate neighbors' privacy.
6. We contest the 50' setback in both accuracy and its alignment with the Coastal Commission's statewide 100-year setback guidelines.
7. We contest the height, second story setback, tandem parking and the first floor 'art room' as being another bedroom with a closet.

For accompanying content:

We were most disturbed by the fact that all but one of our concerns were not addressed after having put a great deal of time and consideration into our presentation to the Commission. We were further surprised by the lack of attention to the staff recommendation to not approve several of the variances.

Further, we believe the removal of the middle of the three trees included in the "Heritage Grove" will eventually result in the removal of all. Trees don't stop growing. While it may appear thoughtful that the proposed construction includes digging around the roots and installing foundation supports, professional arborists contend those installations will move through the growth of the roots and will prompt an eventual application for removal of the entire grove.

As for the height variance, why this height is necessary for a single family dwelling on this parcel is necessary is beyond logic.

It was also erroneously stated by the applicant, architect and commission that the side of the home at 106 Hollister Avenue had no windows. There are four windows. The side yard variance is of great concern to our privacy and the integrity of the Capitola building codes. We asked what hardship existed that these variances were necessary. We did not get an answer to this question.

We also question the relationship between commission member TJ Welch and the Holdener's. He stated that he is a "very good friends with the family". We feel this compromised his ability to act in a neutral manner as was evident by his dismissal of the issues we publicly presented.

Sincerely,



Denise Ryan and Chris O'Connell
106 Hollister Avenue,
Capitola, CA 95010

Attachment: Ryan and O'Connell Appeal (1674 : Appeal - 105 Sacramento Ave)

TO: Mayor and Councilmembers

FROM: Council Member Harlan

DATE: November 16, 2016

SUBJECT: Appeal of Planning Application #16-133 #036-144-05 105 Sacramento Avenue

I would like to appeal this application to the City Council for consideration of the variance granted by the Planning Commission for the height. This zone allows for 25 feet in height, and this house can easily be designed to accommodate this.

I believe the Planning Commission and the City Council must be more careful in granting variances of this kind, because over time, we have found ourselves in the situation where a multitude of variances do not uphold the intent of the Zoning Code.

I believe it is very important for the Council to consider variances extremely seriously. We should only grant variances for extremely unusual circumstances that we occasionally find in the City.

Attachment: Council Member Harlan Appeal (1674 : Appeal - 105 Sacramento Ave)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider a Resolution Approving Lifeguard Staff Job Classifications

RECOMMENDED ACTION: Adopt Resolution approving new job classifications for Beach Captain, and amending the job titles and descriptions for the Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor positions.

BACKGROUND: At the November 22, 2016, City Council Meeting, Council directed staff to pursue the “hybrid option” for beach lifeguards, sharing responsibilities with Santa Cruz Marine Safety Division. In order to the requirements moving forward, the City will need to modify two existing job descriptions and create a new Beach Captain position.

DISCUSSION: The City currently has existing job classifications for Junior Lifeguard Instructors and Coordinators. In order to establish a Beach Lifeguard Program, these job titles and descriptions will need to include Open Water Lifesaving requirements and duties. The City will also need to create a Beach Captain position. This position will be the person in charge of the newly created lifeguard service.

These three jobs are considered part-time/seasonal and are not represented by a bargaining unit.

FISCAL IMPACT: The impact of a the newly created Beach Captain position will be approximately \$2,500 in Fiscal Year 2016/2017 and \$7,000 in Fiscal Year 2017/2018. These costs were included as a component of the “hybrid option” as presented on November 22.

Report Prepared By: Larry Laurent
Assistant to the City Manager

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

12/2/2016

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
APPROVING A NEW CLASSIFICATION OF BEACH CAPTAIN, AMENDING
THE JOB TITLES AND DESCRIPTIONS FOR BEACH LIEUTENANT/JUNIOR GUARD
COORDINATOR AND BEACH LIFEGUARD/JUNIOR GUARD INSTRUCTOR POSITIONS,
AND ADDING THE POSITIONS TO THE PART-TIME/SEASONAL
SALARY SCHEDULE EFFECTIVE JANUARY 1, 2017**

WHEREAS, Section 2.44.030 of the Capitola Municipal Code establishes the City Manager as the personnel officer, and authorizes him to prepare class specifications which shall become effective upon Council approval; and

WHEREAS, the Capitola City Council directed staff to implemented a shared beach Lifeguard responsibility; and

WHEREAS, the creation of the Beach Captain position and amending the titles and descriptions of the Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor is necessary to meet this direction; and

WHEREAS, a new job description for Beach Captain and the amended job descriptions for Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor are included as Exhibit "A", Exhibit "B" and Exhibit "C" and herein incorporated by reference; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Capitola does hereby approve the new job description for the classification of Beach Captain and the amended job titles and descriptions for Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor, which will be placed in the Part-Time/Seasonal group Non-Exempt.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 8th day of December, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Exhibit A

Beach Lifeguard Captain

DUTIES

Under supervision, the Capitola Beach Lifeguard Captain is responsible for supervising, planning, organizing and supervising the daily activities and operation of the Beach Lifeguard Staff on the towers and in the Junior Lifeguard program.

The Lifeguard duties may include:

- Assisting in hiring Beach Lifeguard Staff;
- Leads, coaches, trains, and directs Beach Lifeguard Staff
- Ordering and maintaining equipment and supplies as related to the program.
- Work with City staff to plan, organize and implement activities; coordinating daily use of the beach; developing a weekly calendar; handling issues as they arise; completing all required paperwork.
- Informs the public of safety hazards and ocean conditions and is proactive in preventing rescue situations.
- Interacts with the public by answering questions and assisting patrons with problems.
- Performs search and rescue for lost or missing persons.
- Incumbent works closely with other allied public safety agencies.
- Promotes workplace employee safety by adhering to established safety protocols and polices.
- Identifies and corrects problems whenever possible and informs supervisor through the chain of command if unable to remedy.

The Beach Captain will work closely with the Capitola Police administration, Recreation Department administration, Santa Cruz Marine Safety Division staff and all allied public safety agencies. The Beach Captain must interact in a professional and courteous manner with the public and other emergency service employees.

The Beach Lifeguard Captain, with assistance from the Beach Lifeguard Lieutenant/Coordinator, will be responsible for reestablishing and maintaining the Capitola Beach Lifeguard Chapter with the United States Lifesaving Association. The Beach Lifeguard Captain will be responsible for establishing a training program for all Beach Lifeguard Staff.

REQUIRED QUALIFICATIONS

- Work Experience - Must have worked a minimum cumulative total of 1,000 hours of employment compiled in no fewer than two seasons as an open water lifeguard at a lifeguard agency which meets the standards of the USLA.
- Possession of a USLA Open Water Lifeguard Training Certificate or written verification from last USLA employer.
- 18 years of age
- Must provide a copy of valid CPR Certification (Pro or healthcare provider).
- EMT certification is highly desirable.
- Excellent health.
- The ability to meet and maintain a 1000m ocean swim time of under 20 minutes.

Junior Guard Job Descriptions
December 8, 2016

- Vision 20-30 corrected.
- California Driver's License (valid).
- A safe driving record as determined by the City's Personnel Department
- Criminal history and fingerprint check.
- Successful completion of required lifeguard training program after initial hiring process is completed. Successful completion and maintenance of required medical training certificates.
- Meet the minimum requirements for a USLA open water lifeguard.
- Proof of negative tuberculosis test or clear chest X-ray must be presented within 14 days of hire - No exceptions.

All applicants are required to have First Aid for Public Safety Personnel (Title 22) Certification. Applicants will need to arrange for and acquire the Title 22 and C.P.R. training prior to being hired.

ABILITIES

- Ability to effectively lead, train and supervise the activities of the Beach Lifeguard staff.
- Ability to maintain discipline and evaluate the performances of subordinate personnel.
- Willingness to confront problems and take appropriate action.
- Ability to effectively coach and council personnel.
- Ability to effectively communicate and interact with the public in stressful situations.
- Ability to pursue an effective and prudent course of action in emergency situation.
- Willingness to work weekends and varying irregular shifts.
- Swim in adverse weather conditions for extended periods of time.
- Adopt effective course of action in an emergency situation.
- Maintain constant observation of an assigned area for hazardous conditions and take appropriate action to protect the public from those hazards.
- Interact in a professional and courteous manner with the public and other emergency service employees.

DESIRABLE QUALIFICATIONS

Training or experience in working with children and with special needs; experience in supervising staff; beach lifeguard training, water safety instructor or other aquatics training; Advanced First Aid, First Responder or EMT.

SCHEDULE

The Beach Captain position is a Part-Time/Seasonal position from March-September, not to exceed 960 hours in a calendar year. Candidates for the Beach Captain must be available for full-time employment (40 hours per week) from April through September.

Exhibit B

Beach Lifeguard Lieutenant/Junior Lifeguard Coordinator

DUTIES

Under the supervision of the Capitola Beach Lifeguard Captain, the Beach Lifeguard Lieutenant/Junior Lifeguard Coordinator will act as coordinator for the City of Capitola's summer Junior Lifeguard program.

The Lieutenant/Coordinator duties may include:

- Assisting in hiring;
- Coordinating of training, scheduling and supervising staff.
- Ordering and maintaining equipment and supplies as related to the program.
- Assist Beach Captain and City staff to plan, organize and implement activities; coordinating daily use of the beach; developing a weekly calendar; handling issues as they arise; completing all required paperwork.
- The Lieutenant/Coordinator will function as a liaison with the Junior Lifeguards Parents Club and the Recreation Department.

The Lieutenant/Coordinator will work closely with the Recreation Department administration and the Santa Cruz Marine Safety Division lifeguard staff on the beach and all allied public safety agencies. The Lieutenant/Coordinator must interact in a professional and courteous manner with the public and other emergency service employees.

The Beach Lifeguard Lieutenant/Junior Lifeguard Coordinator will assist the Beach Lifeguard Captain in reestablishing and maintaining the Capitola Beach Lifeguard Chapter with the United States Lifesaving Association. The Beach Lifeguard Lieutenant/Junior Lifeguard Coordinator will work with Beach Captain to establish a training program for all Beach Lifeguard Staff.

REQUIRED QUALIFICATIONS

- Possession of a USLA Open Water Lifeguard Training Certificate or written verification from last USLA employer.
- Minimum of 2 years' participation in a Junior Lifeguard program.
- 18 years of age
- Must provide a copy of valid CPR Certification (Pro or healthcare provider).
- EMT certification is highly desirable.
- Excellent health.
- The ability to meet and maintain a 1000m ocean swim time of under 20 minutes.
- Vision 20-30 corrected.
- California Driver's License (valid).
- A safe driving record as determined by the City's Personnel Department
- Criminal history and fingerprint check.
- Successful completion of required lifeguard training program after initial hiring process is completed. Successful completion and maintenance of required medical training certificates.
- Meet the minimum requirements for a USLA open water lifeguard.
- Proof of negative tuberculosis test or clear chest X-ray must be presented within 14 days of hire - No exceptions.

Junior Guard Job Descriptions
December 8, 2016

All applicants are required to have First Aid for Public Safety Personnel (Title 22) Certification. Applicants will need to arrange for and acquire the Title 22 and C.P.R. training prior to being hired.

ABILITIES

- Swim in adverse weather conditions for extended periods of time.
- Adopt effective course of action in an emergency situation.
- Maintain constant observation of an assigned area for hazardous conditions and take appropriate action to protect the public from those hazards.
- Interact in a professional and courteous manner with the public and other emergency service employees.

DESIRABLE QUALIFICATIONS

Training or experience in working with children and with special needs; experience in supervising staff; beach lifeguard training, Red Cross Lifeguard Training, water safety instructor or other aquatics training; experience working as a lifeguard, particularly on the beach; Advanced First Aid, First Responder or EMT. Applicants must have participated for at least minimum of 2 years' participation in a Junior Lifeguard program.

SCHEDULE

The Junior Lifeguard Lieutenant/Coordinator is a Part-Time/Seasonal position from March-September, not to exceed 960 hours in a calendar year. Candidates for the Junior Lifeguard Lieutenant/Coordinator must be available for full-time employment (40 hours per week) from April through September.

Exhibit C

Beach Lifeguard/Junior Lifeguard Instructor

DUTIES

Under close supervision, position works with other City employees and reports to Beach Lieutenant/Junior Lifeguard Coordinator. Beach Lifeguard/Junior Lifeguard Instructor will work with the Beach Lieutenant/Junior Lifeguard Coordinator to organize, implement and supervise Junior Lifeguard events and competitions, including sports, fitness, and swimming activities. The Lifeguard/Instructor is responsible for the safety and conduct of the group of children, ages 6-17, in his or her care on the beach and in the water. He or she should be comfortable working individually or as part of a team.

As part of a team, the Beach Lifeguard/Junior Lifeguard Instructor will provide ocean safety and emergency medical assistance to the public. Employees assigned to operations will guard an assigned area of beach, provide public safety, and detect and rescue persons or vessels in distress.

REQUIRED QUALIFICATIONS

- Minimum of 2 years' participation in a Junior Lifeguard program.
- Possession of a USLA Open Water Lifeguard Training Certificate or written verification from last USLA employer.
- 18 years of age
- Must provide a copy of valid CPR Certification (Pro or healthcare provider).
- EMT certification is highly desirable.
- Excellent health.
- The ability to meet and maintain a 1000-meter ocean swim time of under 20 minutes.
- Vision 20-30 corrected.
- California Driver's License (valid).
- A safe driving record as determined by the City's Personnel Department
- Criminal history and fingerprint check.
- Successful completion of Lifeguard training program after initial hiring process is completed. Successful completion and maintenance of required medical training certificates.
- Meet the minimum requirements for a USLA open water lifeguard.
- Proof of negative tuberculosis test or clear chest X-ray must be presented within 14 days of hire - No exceptions.
- First Aid for Public Safety Personnel (Title 22) Certification.

ABILITIES

- Swim in adverse weather conditions for extended periods of time.
- Take effective action in an emergency situation.
- Teach the fundamentals of water safety to Junior Guards aged 6-17
- Supervise and enforce Junior Guard program rules
- Maintain constant observation of an assigned area for hazardous conditions and take appropriate action to protect the public from those hazards.
- Interact in a professional and courteous manner with the public and other emergency service employees.
- Maintain a professional demeanor

Junior Guard Job Descriptions
December 8, 2016

DESIRABLE QUALIFICATIONS

Training or experience in working with children and with special needs; experience in supervising staff; beach lifeguard training, Red Cross Lifeguard Training, water safety instructor or other aquatics training; experience working as a lifeguard, particularly on the beach; Advanced First Aid, First Responder or EMT. Applicants must have participated for at least minimum of 2 years' participation in a Junior Lifeguard program.

SCHEDULE

The Beach Lifeguard/Junior Lifeguard Instructor is a Part-Time/Seasonal position from March-September, not to exceed 960 hours in a calendar year. Candidates for the Beach Lifeguard/Junior Lifeguard Instructor must be available for full-time employment (40 hours per week) for the summer months (June through August).



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Approve the Third Amendment to the City Manager Employment Agreement

RECOMMENDED ACTION: Approve Amendment.

BACKGROUND: Jamie Goldstein, current City Manager, was hired in 2010. The City Manager serves at the pleasure of the City Council. Performance reviews of the City Manager are conducted by the City Council.

In 2011, the City Manager was awarded a 4.6% salary increase of \$587.00 per month. Since that time, the City Manager's salary has been adjusted by the Consumer Price Index in order to reflect the rate of inflation.

In 2012, the City Manager and the City agreed to an amendment to the contract that increased how much the City Manager contributed to retirement costs and added a deferred compensation contribution. The net effect of these changes was a reduction in total compensation.

In 2015, the City and the City Manager agreed to a contract amendment to address retirement contributions from the City and the Employee. The changes were the same as agreed to by all other bargaining groups.

At the regular City Council meeting held on October 13, 2016, the City Council conducted a performance review of the City Manager, during a duly noted Closed Session. Council directed staff to have an independent compensation study performed for the City Manager position. The City contracted with the County of Santa Cruz to perform the study.

The results of the study showed the City Manager position to be approximately 16% below the salary of comparable cities.

City Council reviewed the study during the duly noted Closed Session of the November 8, 2016, Regular Meeting. Council directed staff to distribute performance evaluation forms to the Council. Council met at the November 22, 2016, Closed Session to conduct a performance review of the City Manager.

DISCUSSION: As a result of the performance review and the review of compensation packages of City Managers at comparable agencies, City Council has recommended an increase to the City Manager's salary of \$1,500.00 per month. In addition to the salary increase, the proposed amendment will modify the methodology for computing cost of living increases to be identical to other employees. This change is recommended to ensure consistency between inflationary adjustments to the City Manager's salary and those of other staff. These changes will go into effect on December 18, 2016.

City Manager Agreement
December 8, 2016

FISCAL IMPACT: Fiscal impact of the amendment to the City Manager Employment Agreement will be approximately \$11,000 in Fiscal Year 2016/2017. A mid-year budget adjustment will be submitted if needed. Fiscal impact for an amendment to the City Manager Employment Agreement in Fiscal Year 2017/2018 will be approximately \$23,000.

ATTACHMENTS:

1. City Manager MOU Goldstein - 2010
2. Third Amendment to City Manager Employment Agreement redline
3. Third Amendment to City Manager Employment Agreement

Report Prepared By: Larry Laurent
Assistant to the City Manager

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

CITY MANAGER EMPLOYMENT AGREEMENT

THIS AGREEMENT is entered into as of July 12, 2010, by and between the City of Capitola, a California municipal corporation (hereinafter "Employer" or "City"), and Jamie Goldstein (hereinafter "Employee"), with reference to the following recitals:

WHEREAS, Employee has been employed by Employer since October 2008 in the "at-will" position of Community Development Director for the City of Capitola;

WHEREAS, Employer now desires to employ Employee in the "at will" position of City Manager for the City of Capitola, as provided for in the Capitola Municipal Code;

WHEREAS, it is the desire of the Capitola City Council (hereinafter "Council") to provide certain benefits and to establish certain conditions of employment for Employee as City Manager;

WHEREAS, it is the further desire of the Council to: (1) secure and retain the services of Employee as City Manager and to provide inducement for him to remain in such employment; (2) to maximize Employee's productivity by assuring Employee's morale and peace of mind with respect to future job security; (3) to create a deterrent against malfeasance or dishonesty for personal gain on the part of Employee; and (4) to provide a just means for terminating Employee's services as City Manager at such time as Employee or Employer may so desire; and

WHEREAS, Employee desires to continue employment with Employer in the "at will" position of City Manager for the City of Capitola;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Employee and Employer agree as follows:

Section 1. Duties

City agrees to employ Employee as City Manager of City on an "at-will" basis to perform the city manager functions and duties specified in the Capitola Municipal Code and California Government Code, and to perform other legally permissible and proper duties and functions as the Council may assign from time to time. In addition, Employer agrees that Employee shall serve as Executive Director for the Capitola Redevelopment Agency.

Section 2. Term

A. This Agreement shall take effect on July 12, 2010. Thereafter the Council may terminate the services of Employee at any time, subject to the provisions set forth in Sections 4 or 5 of this Agreement and any applicable local, State or federal laws, rules, regulations, or applicable court decisions or rulings.

B. Employee agrees to remain in the exclusive employment of City and not to become employed by any other employer until this Agreement is terminated. The term "employed" shall not be construed to include occasional teaching, writing, or consulting with the prior permission of the Council.

C. The Agreement shall remain in force and effect until this Agreement is terminated as provided for in Sections 4 or 5 of this Agreement.

Section 3. Suspension

The Council may, in the exercise of its discretion, suspend Employee with pay and benefits at any time during the term of this Agreement, if after a public hearing or closed session and an opportunity for Employee to be heard, a majority of Council votes to suspend Employee. Upon further investigation by the Council and a further opportunity for Employee to be heard, the Council may suspend Employee without pay or benefits should the Council find that Employee committed any of the offenses set forth in Section; 4.B below, otherwise violated any City, State or federal statute, rule regulation or policy or otherwise engaged in malfeasance or misconduct, and upon said finding a majority of the Council votes to suspend Employee without pay.

Section 4. Termination

A. With severance compensation. The Council may, in the exercise of its discretion, terminate Employee's employment with or without cause. However, Employee's employment may not be terminated pursuant to this Subsection A within ninety (90) days of a general municipal election at which one or more City Council members are elected or re-elected to office. If Employee is terminated, or if Employee resigns following a request by a majority of the Council at a public meeting or closed session that he resign, during a time that Employee is otherwise willing and able to perform his duties under this Agreement, then Employer agrees to provide sixty days written notice of termination or to accept Employee's written resignation effective sixty days from the date of Employee's resignation letter, and to make severance payments as follows (in addition to compensation for certain accrued benefits as hereinafter provided) to Employee beginning at the conclusion of said sixty-day period.

<u>Number of full years of completed employment</u>	<u>Number of months of severance pay</u>
Less than two	9 months
Two or more	12 months

"Severance pay" includes salary as set forth in Section 6, insurance premiums as set forth in Section 9, and flexible spending plan contributions as set forth in Section 9. No vacation, sick leave, administrative leave, or any other leave time shall accrue during the severance pay period, nor shall PERS contributions be made. Severance pay may be paid, at the option of the Employee, in (1) lump sum upon date of termination; (2) lump sum on January 1 of the calendar year following termination; or (3) four equal monthly

Attachment: City Manager MOU Goldstein - 2010 (1678 : City Manager Agreement)

installments. Such payment will release City from any further obligations arising out of the employment.

B. Without severance. Employee may be immediately discharged without severance payments (but without loss of accrued benefits as hereinafter set forth) for any of the following:

- (i) Conviction of a felony.
- (ii) Conviction of any criminal offense involving Employee's illegal personal gain;
- (iii) Willful misconduct in the performance of Employee's duties as City Manager.

C. If City, at any time during the term of this Agreement, reduces the salary or other financial benefits of Employee in a greater percentage than an across-the-board reduction for City department heads; or in the event Employer refuses, following written notice, to comply with any other material provision of this Agreement benefiting Employee herein; or if Employee resigns following a request by a majority of the Council at a public meeting or closed session that he resign; then in that event, Employee may, at Employee's option, be deemed to be terminated as of the date of such salary reduction or such refusal to comply for purposes of the severance pay provisions set forth in Subsection A above.

D. In the event Employee voluntarily resigns his position with City, Employee shall provide City a minimum of sixty (60) days written notice of resignation, unless the parties otherwise agree.

E. For purposes of Subsection A, this Agreement will be deemed to have been terminated should any of the following occur:

1. The majority of the Council votes to terminate Employee as authorized in Subsection A at a duly authorized public meeting or closed session.
2. The Employer, citizens or Council act to amend any provision of the Capitola Municipal Code pertaining to the role, powers, duties, authority, or responsibilities of the City Manager so as to substantially change the form of Capitola city government, and the Employee within thirty (30) days thereafter provides written notice to Employer that Employer has thereby terminated this Agreement.
3. The Employer reduces or citizens vote to reduce the base salary, compensation or any other financial benefit to the Employee, unless it is applied in no greater percentage than the average reduction of all other City department heads, and the Employee within

thirty (30) days thereafter provides written notice to Employer that Employer has thereby terminated this Agreement.

4. A breach of contract is declared by either Employee or Employer in writing provided that a thirty-day cure period is extended by the non-breaching party to the breaching party and the breaching party fails to cure the breach within said thirty-day cure period.

F. Should this Agreement be terminated pursuant to Subsection A prior to January 1, 2012, Employee, prior to the effective date of termination, shall have the option to terminate the employment of the then-current Community Development Director, reinstate his Capitola Community Development Director's contract and resume his employment as Capitola Community Development Director with the salary and benefits that were in place for that position as of July 11, 2010.

Section 5. Disability

If Employee is unable to perform his duties because of sickness, accident, injury, mental incapacity, or poor health for a period of four consecutive months, at the conclusion of such four-month period the Council shall have the option to terminate this Agreement. If Employee is thereby terminated because of disability, he shall be compensated in a lump sum for any benefits which accrue per Sections 5, 6 and 9 of this Agreement. However, Employer shall have no obligation to make severance payments pursuant to Section 4.A of this Agreement.

Section 6. Salary

A. Beginning upon Employee's first day of employment as City Manager, July 12, 2010, Employee shall be paid a base monthly salary of \$11,917. As it is expected the City's furlough program will be continued through the 2010/11 fiscal year, Employee's base monthly salary of \$11,917 as of July 12, 2010, shall be reduced by 4.6% to a furlough monthly salary of \$11,369.

B. Beginning July 1, 2011, Employee's base monthly salary shall be increased to \$12,500. Should the City's furlough program be continued into the 2011/12 fiscal year, Employee's base monthly salary of \$12,500 as of July 1, 2011, shall be reduced by 4.6% to a furlough monthly salary of \$11,925.

C. Employee shall receive the same benefits from the furlough program, such as furlough time off, in the same manner as other employees participating in the City's furlough program.

D. Beginning July 1, 2012, Employee's base monthly or furlough monthly salary shall be annually increased by a percentage corresponding to the previous year's (May through April) percentage increase in the San Francisco-Oakland all consumers Consumer Price Index ("CPI"). Any other salary adjustments following the July 1, 2012 salary adjustment called for in Subsection B shall be subject to negotiation between

Employee and the Council.

E. Should at any time during the term of this Agreement the City adopt a reduced work schedule in lieu of a furlough program for non-safety employees (e.g. a permanent four-day/36-hour work week with a corresponding ten percent salary reduction), Employee shall work the same reduced work schedule and receive the same corresponding salary reduction.

Section 7. Leave/Holidays/Furlough

A. VACATION.

1. Commencing on July 12, 2010 Employee will accrue vacation at the rate of 17 days per year (1.4 days per month). Commencing on July 1, 2013 Employee will accrue vacation at the rate of 22 days per year (1.8 days per month). Commencing on July 1, 2023 Employee will accrue vacation at the rate of 27 days per year (2.25 days per month). Employer acknowledges that as of July 12, 2010, Employee has accumulated 165.98 vacation hours to which Employee shall remain entitled subject to the provisions of this Subsection A. These hours will also be subject to accrual and use until Employee assumes the position of City Manager, at which time the balance as may have been properly adjusted will transfer to Employee's benefit as City Manager.

2. Employee may accumulate a maximum of thirty vacation days (240 hours). If Employee has accumulated more than thirty vacation days (240 hours) as of the last pay period in April of any year, Employee shall then be paid in cash at a rate equal to 100% of his current monthly pay rate for vacation hours in excess of 240 up to a maximum of eighty (80) such excess vacation hours. Any such "cash out" payment will be included with the paycheck for the first full pay period in May. Employee shall discontinue accumulating vacation days, should accumulated vacation hours reach the 240 hour maximum and the maximum 80 hour cash out not decrease vacation hours below the 240 hour maximum.

3. Upon termination of this Agreement, except as set forth in Section 4.F above (where Employee upon termination resumes employment as the City's Community Development Director), Employee shall be paid for all accumulated vacation to the date of Employee's separation from service to the City, at a rate equal to 100% of his current monthly pay rate.

B. SICK LEAVE. Sick leave shall accumulate at the rate of twelve days per year (8 hours per month; 96 hours per year). Employee shall not be entitled to "cash out" unused sick leave. Sick leave may be used by Employee for any of the purposes set forth in pertinent State or federal statutes or regulations. Employer acknowledges that as of the end of the pay period January 23, 2010, Employee has accumulated 93.93 hours of sick leave to which Employee shall remain entitled subject to the provisions of this Subsection. These hours will also be subject to accrual and use until Employee assumes the position of City Manager, at which time the balance as may have been properly adjusted will transfer to Employee's benefit as City Manager.

C. BEREAVEMENT LEAVE. Leave of absence with pay because of a death in Employee's immediate family shall be granted for a period not to exceed three days. Entitlement to a bereavement leave of absence under this Subsection shall be in addition to any other entitlement for leave provided for in this Agreement. For purposes of this Subsection "immediate family" means mother, step-mother, father, step-father, husband, wife, domestic partner as defined by the State of California, son, step-son, daughter, step-daughter, brother, sister, foster parent, foster child, brother-in-law, sister-in-law, mother-in-law, father-in-law, grandparents, and any individual to whom Employee is serving in loco parentis.

D. FAMILY & MEDICAL LEAVE. With respect to Employee's employment hereunder, the City shall follow the provisions governing family leave as specified in the federal Family Medical Leave Act of 1993 and the California Family Rights Act as those Acts apply to public employees.

E. LEAVE OF ABSENCE WITHOUT PAY. A leave of absence without pay may be granted by the Council, in its sole discretion, upon the request of Employee; however no such leave of absence may be for longer than one year.

F. JURY DUTY. Leave of absence with pay shall be granted by City to Employee while Employee serves on jury duty. Time spent commuting from home to jury duty or vice versa is not compensable. Time spent traveling from court to City Hall or vice versa is compensable. Any jury fee paid to Employee shall be deposited with the City Treasurer.

G. HOLIDAYS/FURLOUGHS.

1. Employee shall be granted twelve (12) holidays annually. The holidays to be observed are set forth below. To the extent that the City's bargaining unit MOU's should in the future be amended to revise the City's holiday schedule, this Agreement shall be deemed automatically amended to reflect the revised holiday schedule.

Independence Day
 Labor Day
 Columbus Day
 Veterans' Day
 Thanksgiving Day
 Friday Following Thanksgiving
 Christmas Day
 New Year's Day
 Martin Luther King Day
 Lincoln's Birthday
 Presidents' Day
 Memorial Day

Holidays listed above occurring on a Saturday shall be observed on Friday. Holidays listed above occurring on a Sunday shall be observed on Monday.

In addition, when City Hall is closed for one week during the Christmas holidays Employee shall be permitted to use vacation, administrative leave or sick leave in order not to lose compensation.

H. ADMINISTRATIVE LEAVE. Beginning on July 12, 2010, Employee shall accrue ten (10) days (eighty hours) administrative leave annually which shall be awarded on July 1 of each year, the first such award to occur July 1, 2011. Employee may accrue a maximum of 240 hours of administrative leave. Employee shall not be entitled to "cash out" unused administrative leave. Employer acknowledges that as of the end of the pay period January 23, 2010, Employee has accumulated 80 hours of administrative leave which Employee shall remain entitled to subject to the provisions of this Subsection. These hours will also be subject to accrual and use until Employee assumes the position of City Manager, at which time the balance as may have been properly adjusted will transfer to Employee's benefit as City Manager.

I. In the event of Employee's termination of employment under this Agreement, none of the foregoing leaves shall continue to accrue following the date of employment termination or during any severance pay period.

Section 8. Business Expenses

A. Employer agrees to budget and pay for professional dues and subscriptions necessary for Employee's continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for Employee's continued professional participation, growth, development and advancement, and for the good of Employer.

B. Employer agrees to budget and pay for travel and subsistence expenses of Employee for professional and official travel, meetings, short courses, institutes, seminars and other educational conferences so as to adequately continue Employee's professional development and Employee's participation in necessary official functions on Employer's behalf, including but not limited to the ICMA Annual Conference, the League of California Cities Annual Conference and City Manager Meetings, and such other national, regional, state, and local governmental groups and committees in which Employee may serve as a member relative to the Employee's employment as a city manager.

C. Mileage Reimbursement. When Employee is required to use his personal vehicle while on City business, Employer will reimburse Employee at the Internal Revenue Service mileage rate then in effect.

Section 9. Benefits

A. PERS Retirement.

Employee shall be authorized to participate in the City's Public Employees Retirement System (PERS) operated by the State of California. Benefits (including 2.5% at 55 and the single highest year option) provided are detailed in separate publications. The City shall pay Employee's share of the PERS retirement contributions.

B. Insurance.

The City will provide Employee with a policy of term life insurance in the amount of \$50,000 and a policy of long-term disability insurance. Employer shall pay for all insurance premiums necessary to keep these policies in effect.

D. Flexible Spending Arrangement Contributions.

Employer shall make flexible spending arrangement ("Flex Plan") contributions on behalf of Employee. Should Employee select health coverage through PERS, from the monthly Flex Plan contribution set forth herein, \$97 per month will be paid to PERS for what is sometimes referred to as the "employer contribution". The monthly Flex Plan contribution paid by the City pursuant to this Subsection 9.D shall be \$650.

Should Employee verify to the City's satisfaction that: he has equivalent health coverage for medical (including dental & vision) provided through his spouse, which will remain in effect until the next enrollment date; or should Employee purchase a PERS Health Plan and dental and vision coverage, but not use the entire monthly contribution, Employee may then use the remaining contribution funds to purchase benefits other than medical (including dental & vision) coverage or, alternatively, may receive that amount in cash. If a cash payment is elected, it will not be included in Employee's compensation for purposes of the City's PERS retirement plan.

The City reserves the option of adding additional programs to the cafeteria plan as they may become available.

Should during the term of this Agreement any non-safety City MOU be enacted or amended to provide for City Flex Plan contributions in an amount other than \$650 or otherwise revise the MOU's Flex Plan provisions, this Agreement shall be deemed automatically amended to reflect that new Flex Plan contribution or revision.

Section 10. Hours of Work

Employee shall devote all of his employment time to his position as City Manager and shall generally work normal office hours. It is recognized that Employee must devote substantial time outside normal office hours to City business or related City business activities, meetings and functions, and to that end Employer acknowledges that Employee will need to exercise a flexible work schedule.

Section 11. Outside Activities

Outside activities shall not interfere with the performance of Employee's duties under this Agreement.

Section 12. Performance Evaluation

A. The Council shall review and evaluate Employee's performance at least once annually on a date to be determined by the Council. The Council shall provide Employee with an adequate opportunity to discuss his evaluation in closed session.

B. Annually, the Council, after consulting with Employee, shall define such goals and performance objectives which it determines are necessary for the proper operation of the City and the attainment of the Council's policy objectives, and shall further establish a relative priority among those various goals and objectives. The goals and objectives shall be reduced to writing, and shall generally be attainable within the specified time limitations and within the annual operation and capital budgets and appropriations adopted by the Council.

Section 13. Indemnification

A. Except as provided in Government Code Section 995.2, City shall provide a legal defense to Employee including but not limited to legal counsel in: a) any civil action or proceeding described in Government Code Section 995; b) any administrative action or proceeding described in Section 995.6; or any criminal action or proceeding described in Government Code Section 995.8. "Proceeding" as used in this section is applicable to situations where a claim or action is threatened, but not filed, if a reasonable, prudent person would consult or retain counsel in response to the possibility of potential civil, administrative, or criminal action. If City pays for a defense, but a court or tribunal issues a final ruling that would, under Section 995.2, preclude City payments for defense, Employee shall immediately reimburse City, and if he fails to do so, City may offset any such amounts against compensation otherwise due Employee under this Agreement.

B. The City shall provide and pay for the costs of any surety or other bonds required of the Employee.

Section 14. Fair Labor Standards Act-Exempt

Employee's employment as City Manager is covered by appropriate sections of the Fair Labor Standards Act of 1935, and is specifically subject to Rule No. 54.118 (salaried executive employees are not paid at a higher rate for what might otherwise be labeled "overtime"; correspondingly, their salary is not reduced "for any week in which (s)he performs any work without regard to the number of days or hours worked." Accordingly, bi-weekly time sheets will not result in adjustments to the compensation for the period, but will be used merely for a yearly evaluation of whether the City Manager's position is, after factoring in administrative leave, over or under-staffed. However,

Employee's time off for sick leave purposes shall be reported and reflected in accumulated sick leave calculations.

Section 15. Residence

The Council hereby acknowledges that Employee resides in the City of Santa Cruz. In accordance with Capitola Municipal Code Section 2.08.020, the City's execution of this agreement shall constitute the Council's approval of Employee's continued residence outside of the City.

Section 16. Other Terms and Conditions of Employment

The Council, in consultation with the Employee, may fix any such other terms and conditions of Employee's employment, provided any such additional terms or conditions do not conflict with the provisions of this Agreement.

Section 17. Notices

Notices pursuant to this Agreement shall be given in person or by U.S. mail addressed as follows:

Employee: Jamie Goldstein
320 Moore Street
Santa Cruz, CA 95060
(831) 477-6501

City: Capitola City Council
420 Capitola Avenue
Capitola, CA 95010
(831) 475-7300

The parties shall advise each other of any change in address or phone number.

Section 18. General Provisions

- A. This Agreement constitutes the entire agreement between the parties.
- B. Both parties shall comply with all applicable City, State and federal laws.
- C. Employee will not be required or expected to violate any City, State or federal laws, rules, regulations, or resolutions.
- D. This Agreement shall be binding upon and inure to the benefit of the heirs and executors of Employee.
- E. This Agreement shall be administered and interpreted in accordance with California law.

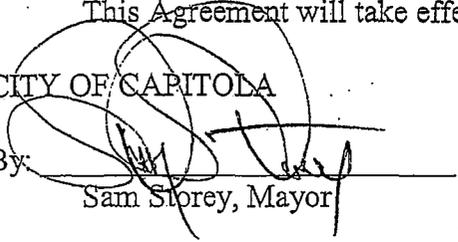
Attachment: City Manager MOU Goldstein - 2010 (1678 : City Manager Agreement)

IN WITNESS WHEREOF, the City of Capitola has caused this Agreement to be signed and executed on its behalf by its Mayor whose signature is duly attested to by its City Clerk, and the Employee has signed and executed this Agreement, both in duplicate, on or before February 12, 2010 in Capitola, California.

This Agreement will take effect on July 12, 2010.

CITY OF CAPITOLA

By:


Sam Storey, Mayor

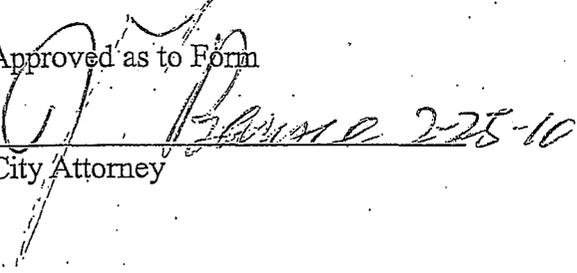
EMPLOYEE

By:


Jamie Goldstein

Approved as to Form

City Attorney


2-25-10

Attachment: City Manager MOU Goldstein - 2010 (1678 : City Manager Agreement)

CITY MANAGER EMPLOYMENT AGREEMENT

FIRST WAIVER

WHEREAS, on February 11, 2010 the City of Capitola (CITY) and Benjamin (Jamie) Goldstein (EMPLOYEE) entered into an City Manager Employment Agreement (AGREEMENT).

WHEREAS, Section 4(F) of the Agreement states:

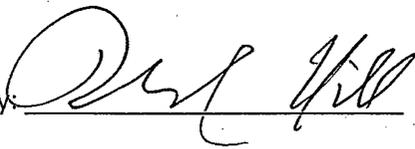
F. Should this Agreement be terminated pursuant to Subsection A prior to January 1, 2012, Employee, prior to the effective date of termination, shall have the option to terminate the employment of the then-current Community Development Director, reinstate his Capitola Community Development Director's contract and resume his employment as Capitola Community Development Director with the salary and benefits that were in place for that position as of July 11, 2010.

NOW, THEREFORE, with the execution of this agreement/waiver, Section 4(F) of the AGREEMENT is removed from the AGREEMENT and no longer a part of the AGREEMENT, and at no time will EMPLOYEE in his capacity as City Manager be able to dismiss or terminate the Community Development Director for the sole purpose of resuming his employment as the Capitola Community Development Director.

This Waiver will take effect on June 4, 2010.

CITY OF CAPITOLA

EMPLOYEE

By: 
Rich Hill, City Manager

By: 
Jamie Goldstein

Attachment: City Manager MOU Goldstein - 2010 (1678 : City Manager Agreement)

THIRD AMENDMENT TO
CITY MANAGER EMPLOYMENT AGREEMENT

This Third Amendment to City Manager Employment Agreement (“Third Amendment”) is entered into on December 8, 2016 with an effective date of December 18, 2016 (the “Effective Date”) by and between the City of Capitola, a municipal corporation (hereinafter referred to as “City”), and Jamie Goldstein, an individual (hereinafter referred to as “Employee”), and is intended to amend that particular City Manager Employment Agreement (the “Original Agreement”) dated July 12, 2010, as previously amended by that certain First Amendment to City Manager Employment Agreement (“First Amendment”) entered into on July 1, 2012 and that certain Second Amendment to City Manager Employment Agreement (“Second Amendment”) entered into on May 14, 2015 (the Original Agreement, First Amendment and Second Amendment are hereinafter referred to collectively as the “Agreement”).

Formatted: Justified

Now, therefore City and Employee agree as follows:

1. Section 6—Salary of the Original Agreement is hereby amended to read as follows:

Section 6. Salary

~~A. Beginning upon Employee’s first day of employment as City Manager, July 12, 2010, Employee shall be paid a base monthly salary of \$11,917. As it is expected the City’s furlough program will be continued through the 2010/11 fiscal year, Employee’s base monthly salary of \$11,917 as of July 12, 2010, shall be reduced by 4.6% to a furlough monthly salary of \$11,369.~~

~~AB. Beginning December 18, 2016, July 1, 2011, Employee’s base monthly salary shall be increased from its current amount of \$14,129 to \$15,629. Should the City’s furlough program be continued into the 2011/12 fiscal year, Employee’s base monthly salary of \$12,500 as of July 1, 2011, shall be reduced by 4.6% to a furlough monthly salary of \$11,925.~~

~~BC. Should the City implement a furlough program during the term of this Agreement, Employee shall receive the same benefits from the furlough program, such as furlough time off, and Employee’s base monthly salary shall be reduced in the same manner and by the same percentage as other employees participating in the City’s such furlough program.~~

~~CD. Effective the first full pay period in July 2017, Employee’s base monthly salary shall be adjusted based on the U.S. Department of Labor, Bureau of Labor Statistics, San Francisco-Oakland-San Jose Consumer Price Index, All Items 1982-84 = 100 for All Urban Consumers, Annual Average January - December changes for the previous calendar~~

~~year, up to a maximum of 3.5%. Beginning July 1, 2012, Employee's base monthly or furlough monthly salary shall be annually increased by a percentage corresponding to the previous year's (May through April) percentage increase in the San Francisco Oakland all consumers Consumer Price Index ("CPI"). Any other salary adjustments following the July 1, 2012 salary adjustment called for in Subsection B shall be subject to negotiation between Employee and the Council.~~

DE. Should at any time during the term of this Agreement the City adopt a reduced work schedule in lieu of a furlough program for non-safety employees (e.g. a permanent four-day/36-hour work week with a corresponding ten percent salary reduction), Employee shall work the same reduced work schedule and receive the same corresponding salary reduction.

2. Except as hereinabove stated, all other terms and conditions of the Agreement remain in full force and effect, are hereby re-stated and are hereby incorporated herein by reference as if fully set forth.

IN WITNESS WHEREOF, the parties have executed this First-Third Amendment to the City Manager Employment Agreement the day and year written above.

Dated: _____

CITY OF CAPITOLA

By: _____
Ed Bottorff, Mayor

Dated: _____

EMPLOYEE

By: _____
Jamie Goldstein

Approved as to Form

~~John G. Barisone~~ Tony Condotti, City Attorney

THIRD AMENDMENT TO
CITY MANAGER EMPLOYMENT AGREEMENT

This Third Amendment to City Manager Employment Agreement ("Third Amendment") is entered into on December 8, 2016 with an effective date of December 18, 2016 (the "Effective Date") by and between the City of Capitola, a municipal corporation (hereinafter referred to as "City"), and Jamie Goldstein, an individual (hereinafter referred to as "Employee"), and is intended to amend that particular City Manager Employment Agreement (the "Original Agreement") dated July 12, 2010, as previously amended by that certain First Amendment to City Manager Employment Agreement ("First Amendment") entered into on July 1, 2012 and that certain Second Amendment to City Manager Employment Agreement ("Second Amendment") entered into on May 14, 2015 (the Original Agreement, First Amendment and Second Amendment are hereinafter referred to collectively as the "Agreement").

Now, therefore City and Employee agree as follows:

- 1. Section 6-Salary of the Original Agreement is hereby amended to read as follows:

Section 6. Salary

A. Beginning December 18, 2016, Employee's base monthly salary shall be increased from its current amount of \$14,129 to \$15,629.

B. Should the City implement a furlough program during the term of this Agreement, Employee shall receive the same benefits from the furlough program, such as furlough time off, and Employee's base monthly salary shall be reduced in the same manner and by the same percentage as other employees participating in such furlough program.

C. Effective the first full pay period in July 2017, Employee's base monthly salary shall be adjusted based on the U.S. Department of Labor, Bureau of Labor Statistics, San Francisco-Oakland-San Jose Consumer Price Index, All Items 1982-84 = 100 for All Urban Consumers, Annual Average January - December changes for the previous calendar year, up to a maximum of 3.5%.

D. Should at any time during the term of this Agreement the City adopt a reduced work schedule in lieu of a furlough program for non-safety employees (e.g. a permanent four-day/36-hour work week with a corresponding ten percent salary reduction), Employee shall work the same reduced work schedule and receive the same corresponding salary reduction.

- 2. Except as hereinabove stated, all other terms and conditions of the Agreement remain in full force and effect, are hereby re-stated and are hereby incorporated herein by reference as if fully set forth.

IN WITNESS WHEREOF, the parties have executed this Third Amendment to the City Manager Employment Agreement the day and year written above.

Dated: _____

CITY OF CAPITOLA
By: _____
Ed Bottorff, Mayor

Dated: _____

EMPLOYEE
By: _____
Jamie Goldstein

Approved as to Form

Tony Condotti, City Attorney

Attachment: Third Amendment to City Manager Employment Agreement (1678 : City Manager Agreement)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider a Resolution Approving a New Hourly and Seasonal Pay Schedule

RECOMMENDED ACTION: Adopt a Resolution Repealing Resolution No. 4034 and Approving a New Hourly/Seasonal Pay Schedule.

BACKGROUND: The hourly and seasonal employees are primarily employed by the Recreation Department, but also includes interns, reserve officers and annuitant officers. Seasonal and hourly employees work part-time on a seasonal basis, not year-round and are not considered regular employees. Although positions may be listed on the schedule, it does not necessarily mean they are funded. These positions are not represented by any labor union and are not subject to any existing memorandum of understanding. For this reason, any wage increases are done by separate City Council action.

DISCUSSION: The hourly and seasonal employees pay schedule was last adjusted in November of 2015. The California State minimum wage is scheduled to increase on January 1, 2017, to \$10.50 per hour. In order to meet the minimum wage requirement, the schedule for all listed positions with the exception of the Police Reserve and the Police Annuitant Officer, will be adjusted by an a minimum of 4% to all salaries. This will raise the lowest step to the new minimum wage and will maintain the established classification/compensation system and prevents compaction between the different positions.

In addition to the changes to the existing positions, it has become necessary to add an hourly/seasonal position to the schedule, Beach Lifeguard Captain. Two other positions titles have been modified, Beach Lifeguard Lieutenant/Junior Lifeguard Coordinator and Beach Lifeguard/Junior Lifeguard Instructor.

FISCAL IMPACT: The fiscal impact for the wage increase effective January 1, 2017, (six months) will be up to \$10,000 for Fiscal Year 2016/2017. The increase will be incorporated into the mid-year adjustment. The annual impact in Fiscal Year 2017/2018 will be up to \$30,000. A portion of these costs were included in the "hybrid option" for the Junior Guard/Lifeguard Program that was presented on November 22.

Report Prepared By: Larry Laurent
Assistant to the City Manager

Temporary and Seasonal Pay Rates
December 8, 2016

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

Temporary and Seasonal Pay Rates
December 8, 2016

DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
REPEALING RESOLUTION NO. 4034 AND APPROVING
NEW HOURLY/SEASONAL EMPLOYEE PAY SCHEDULES EFFECTIVE JANUARY 1, 2017**

WHEREAS, the City Council periodically reviews the compensation rates for hourly and seasonal employment positions; and

WHEREAS, the positions are hourly and are not represented by any labor union and are not subject to any existing memorandum of understanding; and

WHEREAS, the Seasonal/Hourly Pay Schedule was last amended by Resolution No. 4034 on November 12, 2015, which provided increases to meet minimum wage requirements; and

WHEREAS, the classification of Reserve Police Officer and Annuitant Officer have a set salary for those positions and are automatically adjusted and are not subject to the proposed increase; and

WHEREAS, the new classifications of Beach Captain, Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor have been added; and

WHEREAS, in order to meet the requirements of the California State Minimum Wage Law, the salaries for all those positions listed with the exception of Reserve and Annuitant Officers, shall be increased by minimum of 4%.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY RESOLVES AS FOLLOWS:

1. Resolution No. 4034 is repealed in its entirety.
2. The Hourly/Seasonal and Reserve Police Officers and Annuitant Officer Employee Pay Schedule, attached hereto as Exhibit "A", is effective the January 1, 2017.
3. The City Manager is authorized to hire persons to fill these positions within the limitations set forth on the attached schedule and budget.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 8th day of December 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Temporary and Seasonal Pay Rates
December 8, 2016

EXHIBIT A
HOURLY/SEASONAL
SCHEDULE - EFFECTIVE JANUARY 1, 2017

January 1, 2017 (\$10.50 Minimum Wage)				
POSITION	0	1	2	3
Camp Capitola Assistant Leader	\$10.50	\$11.03	\$11.58	\$12.16
Camp Capitola Leader	\$12.76	\$13.40	\$14.07	\$14.77
Camp Capitola Jr. Leader Coordinator	\$15.51	\$16.29	\$17.10	\$17.96
Camp Capitola Coordinator	\$18.86	\$19.80	\$20.79	\$21.83
Intern	\$14.29	\$15.00	\$15.75	\$16.54
Jr. Lifeguard Assistant Instructor	\$10.50	\$11.03	\$11.58	\$12.16
Beach Lifeguard/Jr. Lifeguard Instructor	\$13.98	\$14.68	\$15.41	\$16.18
Beach Lieutenant/Jr. Lifeguard Coordinator	\$18.20	\$19.11	\$20.07	\$21.07
Beach Lifeguard Captain	\$23.18	\$24.34	\$25.56	\$26.84
Recreation Facility Assistant	\$12.85	\$13.49	\$14.17	\$14.88
Seasonal Maintenance	\$12.85	\$13.49	\$14.17	\$14.88
Sports Scorekeeper	\$12.85	\$13.49	\$14.17	\$14.88
POSITION				
Retired Annuitant Officer	Salary will be equivalent to the position for which the individual is working in as per the CALPERS regulations.			
	However, retired Capitola Police Officers who apply and are accepted as Annuitant Officers will be paid an hourly wage consistent with Step F of the Police Officer salary range.			
Reserve Officer Level I	Automatically adjusts to 20% below the Police Officer Pay Scale			
Reserve Officer Level II	Automatically adjusts to 20% below the Level I Reserve Officer Pay Scale			
Seasonal Recreation Assistant	Salary will be equivalent to the position of Recreation Assistant			
Art and Cultural Assistant	Salary will be equivalent to the position of Administrative Assistant			



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider a Resolution Confirming and Approving the Canvass of Returns and Result of the General Municipal Election

RECOMMENDED ACTION: Adopt the Resolution confirming and approving the Canvass of Returns and Result of the General Municipal Election held on November 8, 2016; thereby adopting Ordinance No. 1008 – An Ordinance of the People of the City of Capitola extending the sunset date on an existing one-quarter cent (0.25%) Transaction and Use (“Sales”) Tax to maintain fiscal stability and protect essential City facilities and services.

DISCUSSION: The City’s General Municipal Election was held on November 8, 2016, consolidated with the Presidential General Election. The purpose of the election was to elect two City Council Members and one City Treasurer for full terms of four years, and for the voters to decide on one City Measure, Measure F.

County Clerk Gail Pellerin will be certifying the election by 5:00 p.m. on Thursday, December 8, 2016; therefore, the final counts are not included in the draft Resolution attached to this report. Once the City receives the Statement of Vote from the County Clerk, a final draft Resolution with all the blanks filled in will be distributed prior to the meeting.

In addition to confirming the election of two Council Members and a City Treasurer, adoption of the Resolution also confirms approval by the electorate of Measure F, extending the 2017 sunset date of its current one-quarter percent (0.25%) Transaction and Use (“Sales”) Tax for an additional ten years to protect essential city services and facilities, such as police and emergency safety programs, protect the wharf and beach from storms and rising sea levels and maintain and improve parks, sidewalks and bike lanes with all funds staying local.

ATTACHMENTS:

1. Ordinance No. 1008 (Measure F) (DOCX)

Report Prepared By: Susan Sneddon
City Clerk

Results of the General Municipal Election
December 8, 2016

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

PRELIMINARY DRAFT RESOLUTION

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA,
CALIFORNIA, CONFIRMING AND APPROVING THE CANVASS
OF RETURNS AND RESULTS OF THE GENERAL MUNICIPAL ELECTION
HELD IN CAPITOLA ON THE 8TH DAY OF NOVEMBER, 2016**

WHEREAS, the City Council of the City of Capitola, by Resolution No. 4056, duly passed and adopted on the 23rd day of June, 2016, called a General Municipal Election to be held in the City of Capitola on November 8, 2016, as required by law for the object and purpose of electing two (2) Members of the Capitola City Council for the full term of four (4) years, and (1) City Treasurer.

WHEREAS, the City Council of the City of Capitola, by Resolution No. 4057, duly passed and adopted on the 28th day of July, 2016, to provide the following: (a) identify the City Council intentions for the proposed measure; and (b) submit to the qualified electors of the City Measure "F", as hereinafter specified; and (c) appoint a City Council subcommittee to file written arguments in support of the ballot measure; and

WHEREAS, the General Municipal Election was held on Tuesday, November 8, 2016, in accordance with law, and the votes then were received and canvassed and the returns ascertained, determined and declared in all respects by the Santa Cruz County Clerk as authorized and directed by Resolution No. 4056, and the County Clerk has duly filed with this City Council a "Certification of the Votes Cast", set forth in Exhibit "A", attached hereto and incorporated by this reference, be entered upon the minutes of this Council as a statement of the results of the General Municipal Election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA, CALIFORNIA, AS FOLLOWS:

SECTION 1. The vote totals for the General Municipal Election held on November 8, 2016, in the City of Capitola, as certified by the Santa Cruz County Clerk, shall be and hereby are approved and adopted as the formal vote count of the City of Capitola for said offices and said measure of said election.

SECTION 2. The names of the City Council candidates on the ballot were:

Ed Bottorff
Bob Edgren
Kristen Petersen

SECTION 3. The name of the City Council candidate as a write-in candidate:

Sam Storey

SECTION 4. The names of the City Treasurer candidate on the ballot were:

Peter Wilk

SECTION 5. The number of total ballots cast in the City of Capitola for this election was:

Results of the General Municipal Election
 December 8, 2016

REGISTERED VOTERS	PRECINCT BALLOTS	ABSENTEE BALLOTS	TOTAL BALLOTS

SECTION 6. The following persons were elected to City Council as follows:

CANDIDATES	VOTES	PERCENT

SECTION 7. The following measure appeared on the ballot:

MEASURE F — Measure

Without increasing taxes, shall the City of Capitola extend the 2017 sunset date of its current one-quarter percent sales tax for an additional ten years to protect essential city services and facilities, such as police and emergency safety programs, protect the wharf and beach from storms and rising sea levels and maintain and improve parks, sidewalks and bike lanes with all funds staying local?

The number of votes given in each precinct and the number of votes given in the City for and against the Measure is listed on the attached Exhibit "A".

SECTION 7. The City Clerk shall enter on the records of the Capitola City Council, a statement of the result of the election showing: (1) the total number of votes cast for City Council, City Treasurer and the measure in the election; (2) the names of the persons voted for; (3) the text of the measure voted upon; (4) the number of votes given at each precinct to each person, and for and against the ballot measure; and (5) the total number of votes given to each person, and for and against the ballot measure.

N 8. The City Clerk is hereby authorized to sign and deliver Certificates of Election to the following: Council Members _____, _____, and City Treasurer Peter Wilk; and to administer to each the Oath of Office prescribed in the Constitution of the State of California.

SECTION 9. The City Clerk shall certify to the adoption of this Resolution, and thenceforth and thereafter the same shall be in full force and effect.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 8th day of December, 2016, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

 _____, Mayor

Results of the General Municipal Election
December 8, 2016

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

ORDINANCE NO. 1008

**AN ORDINANCE OF THE PEOPLE OF THE CITY OF CAPITOLA
AMENDING SECTION 16 OF ORDINANCE 880, AS AMENDED BY ORDINANCE NO.
935, PERTAINING TO THE CITY OF CAPITOLA TRANSACTIONS AND USE TAX
ADMINISTERED BY THE STATE BOARD OF EQUALIZATION**

THE PEOPLE OF THE CITY OF CAPITOLA, CALIFORNIA, DO ORDAIN AS
FOLLOWS:

Section 1. Section 16 of Ordinance 880, as amended by Ordinance No. 935, is hereby
amended to read as follows.

“Section 16. TERMINATION DATE. The authority to levy the tax imposed by this
Ordinance shall expire December 31, 2027.”

Section 2. This Ordinance shall be considered as adopted on December 8, 2016, i.e. the
date that the City Council adopted Resolution No. 4057 certifying the November 8, 2016,
General Municipal Election results and shall go into effect ten (10) days after that date; i.e. on
January 1, 2017.

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

Ed Bottorff, Mayor

Attest:

_____, CMC
Susan Sneddon, City Clerk

Attachment: Ordinance No. 1008 (Measure F) (1530 : Results of the General Municipal Election)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Oath of Office Ceremony for Newly Elected, Re-elected Council Members, City Treasurer, and Seating of Newly Elected Officials

RECOMMENDED ACTION: City Clerk to administer the oath of office.

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

12/2/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: City Council Reorganization for the Selection of Mayor and Vice Mayor

RECOMMENDED ACTION: City Council consideration for a new Mayor and Mayor Pro Tempore.

BACKGROUND: Pursuant to Capitola Municipal Code Section 2.04.150, "At a regular meeting which falls approximately one year after the last general municipal election, the city council shall consider choosing a new mayor and a new mayor pro tempore. Any city council member is eligible for either of those two positions. Section 36802 reads as follows: "The mayor shall preside at the meetings of the council. If he or she is absent or unable to act, the mayor pro tempore shall serve until the mayor returns or is able to act. The mayor pro tempore has all of the powers and duties of the mayor".

DISCUSSION: This matter is before the City Council to determine if it is the desire of the Council to reorganize at this time. If so, a new Mayor should be selected. The newly selected Mayor will then preside over the remainder of the meeting and call for nominations for Mayor Pro Tempore (Vice Mayor).

FISCAL IMPACT: None

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

12/2/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Consider the 2017 Meeting Schedules for the City Council/Successor Agency and the Planning Commission/Architectural and Site Review Committee

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.

DISCUSSION: At the end of each calendar year staff prepares the meeting schedules for the following year. Attached are the proposed schedules for City Council/Successor Agency and Planning Commission/Architectural and Site Review Committee for 2017. At the November 10, 2016, City Council meeting staff was directed to move this item to the December 8, 2016, City Council meeting so that the new Council Members can vote on the 2017 meeting schedules.

City Council/Successor Agency Meetings: Regular meetings of the City Council are held on the second and fourth Thursday of the month at 7:00 p.m., with the exception of Tuesday, November 21st due to the November 23rd Thanksgiving holiday.

There is no second meeting held in December due to the Christmas holiday.

Last year the City Council approved the 2016 City Council/Successor Agency Schedule to hold only one meeting in August and one in July (both on fourth Thursdays) to align the City's schedule with the schedule of local school districts, which begins instruction in late August. Staff recommends to continue this practice to provide Council members and staff with increased flexibility in summer scheduling. The Successor Agency meetings are held on an as needed basis.

Planning Commission/Architectural and Site Review Committee Meetings: Regular meetings of the Planning Commission are held on the first Thursday of the month at 7:00 p.m. in the City Hall Council Chambers. The regular meeting of the Planning Commission for January has been scheduled for Thursday, January 19, 2017. In addition, the July Planning Commission meeting is scheduled for Thursday, July 20, 2017, due to the week the July 4th holiday.

Regular meetings of the Architectural & Site Review Committee are generally held on the second and fourth Wednesday of each month at 3:30 p.m. In the event there are no items for review by the Committee, meetings would be cancelled and noticed accordingly.

2017 Meeting Schedules
December 8, 2016

Public Accessing Meeting Videos: All regular meetings of the City Council, Successor Agency, and Planning Commission are televised "Live" on Charter Communications Cable Channel 8, and rebroadcast by Community Television of Santa Cruz County following the meetings on Charter Cable Channel 71 and Comcast Cable Channel 25. In addition, "Live Streaming" and "On Demand" replay of the meetings can be viewed via the Internet from the City's website at: www.cityofcapitola.org.

FISCAL IMPACT: None

ATTACHMENTS:

1. 2017 City Council/Successor Agency Meeting Schedule
2. 2017 Planning Commission/Architectural & Site Review Meeting Schedules

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

2017 CITY OF CAPITOLA
City Council and Successor Agency Meeting Dates
and Deadline for Submittal of Agenda Items

SUBMITTAL DATE ¹	MEETING DATE ²
JANUARY 3	JANUARY 12
JANUARY 17	JANUARY 26
JANUARY 30	FEBRUARY 9
FEBRUARY 14	FEBRUARY 23
FEBRUARY 27	MARCH 9
MARCH 13	MARCH 23
APRIL 3	APRIL 13
APRIL 17	APRIL 27
MAY 1	MAY 11
MAY 15	MAY 25
MAY 30	JUNE 8
JUNE 12	JUNE 22
JULY 17	JULY 27
AUGUST 14	AUGUST 24
SEPTEMBER 5	SEPTEMBER 14
SEPTEMBER 18	SEPTEMBER 28
OCTOBER 2	OCTOBER 12
OCTOBER 16	OCTOBER 26
OCTOBER 30	NOVEMBER 9
NOVEMBER 13	TUESDAY, NOVEMBER 21▲▲
DECEMBER 4	DECEMBER 14

Items to be included on a particular agenda must be submitted to the City Manager's Office NO LATER than 5 p.m. on the submittal date so that a staff report may be prepared. Items received after that date may be scheduled for the next available agenda.

NOTE: ▲▲ Due to Thanksgiving Holiday, the meeting will be held on Tuesday.

(This schedule was approved at the November 10, 2016, City Council meeting)

¹ Submittal dates are typically on Mondays; if a City holiday falls on a Monday the submittal date is on a Tuesday.

² Regular Meetings of the City Council/Successor Agency are held on the 2nd & 4th Thursdays of each month. The Regular City Council meetings begin at 7:00 p.m. (or in no event earlier than 6:00 p.m.) in the Capitola City Hall Council Chambers, 420 Capitola Avenue, Capitola, CA.

CITY OF CAPITOLA
2017 REGULAR MEETING SCHEDULES
ARCHITECTURAL & SITE REVIEW COMMITTEE AND PLANNING COMMISSION

●SUBMITTAL	■ARCH & SITE REVIEW	◆PLANNING COMMISSION
NOVEMBER 23, 2016	DECEMBER 14, 2016	JANUARY 19**
DECEMBER 16, 2016	JANUARY 11	FEBRUARY 2
JANUARY 6	JANUARY 25	
	FEBRUARY 8	MARCH 2
FEBRUARY 3	FEBRUARY 22	
	MARCH 8	APRIL 6
MARCH 3	MARCH 22	
	APRIL 12	MAY 4
APRIL 7	APRIL 26	
	MAY 10	JUNE 1
	MAY 24	
MAY 19	JUNE 7	
JUNE 2	JUNE 21	JULY 20**
	JULY 12	AUGUST 3
JULY 7	JULY 26	
	AUGUST 9	SEPTEMBER 7
AUGUST 4	AUGUST 23	
	SEPTEMBER 13	OCTOBER 5
SEPTEMBER 8	SEPTEMBER 27	
	OCTOBER 11	NOVEMBER 2
OCTOBER 6	OCTOBER 25	
	NOVEMBER 8	DECEMBER 7
	DECEMBER 13	

Meetings are held at Capitola City Hall, 420 Capitola Avenue, and are generally scheduled as follows:

- **Submittal Date:** Submitting an application by the deadline does **not** guarantee a hearing date. Application completeness, staff review, and analysis shall be completed prior to scheduling an application for a meeting date.
- **Architectural and Site Review Meetings:** Second and fourth Wednesday of each month at 3:30 p.m. in the City Hall Community Room. November and December have only one meeting a month.
- ◆ **Planning Commission Meetings:** First Thursday** of each month at 7 p.m. (or in no event earlier than 6 p.m.) in the City Hall Council Chambers.

NOTE: **The January and July Planning Commission meetings will be held on the third Thursday due to holiday schedules.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF DECEMBER 8, 2016

FROM: City Manager Department

SUBJECT: Review City Council Representation on Various County/Multi-County Boards, Commissions, and Committees; and City Council Appointments, Re-Appointments, and Nominations of Members to City Internal Advisory Bodies

RECOMMENDED ACTION: Provide appointments.

BACKGROUND: At the end of each year it is customary for the City Council to review its appointments to City Boards, Commissions and Committees (City Advisory Bodies), and appointments to various County and Multi-County Boards, Commissions and Committees (County Advisory Bodies). The review of appointments to County Advisory Bodies provides an opportunity for Council Members to step down from representing the City on certain committees, and request appointment of another Council Member representative.

DISCUSSION: Attached is a worksheet showing membership and applicants for City Advisory Bodies and the County Advisory Bodies [Attachment 1]. Also attached are the "2016 County/Multi-County Boards Capitola Representatives List" [Attachment 2]; and the "2016 Capitola Board, Commission & Committee Appointment List" [Attachment 3]. The following appointments should occur at the December 8, 2016, City Council meeting because meetings will occur prior to the January 12, 2016, City Council meeting:

- (1) Appointments to the Association of Monterey Bay Area Governments (AMBAG) for a City Representative and an Alternate;
- (2) Appointment of an At-Large member to the Library Ad Hoc Design Advisory Committee.

All other appointments can be made at the January 12, 2017, City Council meeting.

It is important to note that individual Council Member appointments can be made without an application from the person they wish to appoint. Communication were provided to the current members to see if they would be interested in continuing to serve.

The application deadline for the following City Advisory Bodies was November 21, 2016:

- Finance Advisory Committee
- Traffic and Parking Commission

City Council Appointments
December 8, 2016

The application deadline for the following City Advisory Bodies is January 3, 2017:

- Architectural & Site Review Committee
- Commission on the Environment
- Library Advisory Committee
- Library Ad Hoc Design Advisory Committee
- Planning Commission

Due to an insufficient number of Art & Cultural Commission applications the filing due date is "Open until filled."

I. CITY BOARDS, COMMISSIONS AND COMMITTEES REQUIRING ACTION: The following City Advisory Bodies requiring appointments or reappointments:

A. Architectural & Site Review Committee: The Architectural and Site Review Committee is established in the City's Zoning Regulations and the membership consists of an Architect, Landscape Architect, Historian, Building Official, Community Development Director, and Public Works Director [Capitola Municipal Code 17.63.010]. Four members are appointed by the City Council. The Committee's duties include the review of various development projects and making a recommendation to the Planning Commission. The Committee meets twice monthly on the second and fourth Wednesday of the month, and members are not required to be City residents. Terms for this Committee are for two years; all Committee members' terms expire the end of 2016. The following incumbents have requested to be considered for re-appointment:

1. Frank Phanton (Incumbent Alternate Architect)
2. Carolyn Swift (Incumbent Historian)
3. Daniel Townsend (Incumbent Architect)
4. Daniel Gomez (Incumbent Architect)

Due to an insufficient number of Architectural & Site Review Committee Landscape Architect applications the filing deadline has been extended from November 21, 2016, to January 3, 2017. [Roster – Attachment 4]

A. Art & Cultural Commission (Commission): The purpose of the Commission is to advise the City Council on how to allocate funds for the support and encouragement of existing programs. Currently, the Commission meets the second Tuesday of each month; it is preferred that members are Capitola residents, but it is not required. Recruitment for the Commission was conducted from September 15, 2016, through October 28, 2016. Terms for this Commission are for two years. The following positions are open for appointment/reappointment:

- One (1) Arts Professional
- Two (2) At-Large member

Pursuant to the Commission Bylaws Commissioners may be reappointed for two successive terms with a term limit set at a maximum for three terms. Arts Professional Joyce Murphy and At-Large Member Jenny Shelton have both served

City Council Appointments
December 8, 2016

three successive two-year terms on the Commission therefore are not eligible for reappointment.

The following new application was received to fill one of the three (3) vacancies:

1. Dennis Norton (At-Large)

Staff will continue to recruit for one (1) Arts Professional and one (1) At-Large member. The Commission will meet (date to be determined) and provide recommendations to the City Council for future appointments. [Roster and Application – Attachment 5]

- B. Commission on the Environment (COE): The purpose of the COE is to provide advice and recommendations to the City Council on policy matters relating to the sustenance and benefit of the City of Capitola environmental assets, but limited to topics that are not under the jurisdictions of existing committees or commissions. The COE will also, from time to time, consider any such matters referred to it by the City Council or the City Manager. The COE is comprised of five members, consisting of one City Council member and one appointee from each of the remaining four City Council members. The COE may, at their discretion, appoint non-voting ex-officio members such as a student participant. The COE meets on the fourth Wednesday of every month; members are not required to be City residents. Recruitment for the COE was conducted from September 21, 2016, through November 21, 2016. Terms for the COE are for two years.

The following incumbents have requested to be considered for re-appointment:

1. Kailash Mozumder (Incumbent Harlan Appointee)
2. Kristin Sullivan (Incumbent Norton Appointee)
3. Peter Wilk Bottorff (Incumbent Bottorff Appointee)

No new applications were received therefore the application deadline has been extended to Tuesday, January 3, 2017. There remains an opening for one (1) Council Member appointee and one (1) Ex-Officio Student Member. [Roster – Attachment 6]

- C. Finance Advisory Committee (FAC): The purpose of the FAC is to review the budget and financial reports of Capitola. The overall fiscal well being of the City is the guiding principle of the FAC. Currently, the FAC meets the third Tuesday of every other month. The Mayor and Vice Mayor shall serve on this Committee. When either or both the Mayor and Vice Mayor do not want to serve on this Committee, other member(s) of the City Council shall be appointed by the Mayor, with the concurrence of the City Council. Recruitment was conducted from September 21, 2016, through November 21, 2016. Terms for this Committee are for one year; all Committee members' terms expired the end of 2016. The FAC is comprised of the following seven member types:

- One (1) Mayor or his appointee
- One (1) Vice Mayor or Mayor's appointee
- One (1) City Treasurer
- One (1) Business Representative (nominated by the Chamber of Commerce)
- Three (3) Three Council Members appointees

City Council Appointments
December 8, 2016

The following incumbents have requested to be considered for appointment/reappointment:

1. Brigitte Estey (Incumbent Bottorff Appointee)
2. Nathan Cross (Incumbent Norton Appointee)
3. Will O'Sullivan (Incumbent Harlan Appointee)

Matt Arthur has been recommended for reappointment as the Business Representative by the Capitola-Soquel Chamber of Commerce. Mr. Arthur is owner of Capitola Beach Company and lives in Capitola. [Roster and Chamber Letter of Recommendation – Attachment 7]

- D. Library Advisory Committee (Library Committee): The Library Committee is charged with advising the City Council, and the City's representatives on the County of Santa Cruz Library Advisory Commission, regarding issues related to the provision of library services and the development of library facilities in the Capitola community.

The Library Committee is comprised of seven voting members, consisting of one City Council member; one Library Commissioner appointed by the City Council to be the City's representative on the Santa Cruz Library Advisory Commission; five appointees from each of the City Council members. In addition, the City Manager serves on the Committee as a nonvoting ex-officio member. Recruitment is being conducted from September 21, 2016, through January 3, 2017. Barbara Gorson, City's representative on the County of Santa Cruz Library Advisory Commission term does not expire until January 2019.

The following incumbents have requested to be considered for reappointment:

1. Toni Campbell (Incumbent Harlan Appointee)
2. Gayle Ortiz (Incumbent Termini Appointee)
3. Lisa Steingrube (Incumbent Norton Appointee)
4. Ariel Gray (Incumbent Bottorff Appointee)

The following new application was received to fill the vacancy (Council Member Bertrand's appointee):

1. Stephen Walsh

[Roster and Application – Attachment 8]

- E. Library Ad Hoc Design Advisory Committee**: The City Council approved the formation of the Ad Hoc Library Design Advisory Committee at the November 10, 2016, City Council meeting. The purpose of the Ad Hoc Committee is to meet regularly with the architect and City staff to review and provide comments on the basic design issues for the new Capitola Branch Library. Following is the membership:

- One City Council Member – Council Member Michael Termini
- City Public Works Director (with City Manager on an as-needed basis)

City Council Appointments
December 8, 2016

- Consulting Project Manager
- Library staff – appointed by the Library District
- Member of the Library Advisory Committee (LAC) - appointed by the LAC
- At-Large Member from the community (Must reside within the City or within two miles of the Capitola Branch Library)

Staff conducted recruitment for the At-Large Member and to date have receive the following new application was:

1. Bob White

**Staff recommends that the City Council appoint an At-Large member to the Library Ad Hoc Design Advisory Committee because the meeting have been initiated.

[Application – Attachment 9]

- F. Planning Commission: Pursuant to Municipal Code §2.12.020, “...each Council Member may appoint one Planning Commission member. Except as provided in this chapter, the term of any Commissioner so appointed shall terminate fourteen days after the canvassing of the next Regular Election of Council Members.”

The following incumbents have requested to be considered for re-appointment:

1. Edward Newman (Incumbent Bertrand Appointee)
2. Linda Smith (Incumbent Termini Appointee)
3. Susan Westman (Incumbent Harlan Appointee)

Due to an insufficient number of Planning Commission applications the filing deadline has been extended from November 21, 2016, to January 3, 2017. To date the following new application was received:

1. Marilyn Water

[Roster and Application– Attachment 10]

- G. Traffic and Parking Commission (Commission): The purpose of the Commission is to develop short, medium, and long-term plans for City Council consideration that address traffic and parking demands in the Village by considering citywide traffic and parking improvements developed in various studies and reports provided to the City Council. The Commission shall act as an advisor to the City Council on implementation of the plans and other duties requested by the Council. Currently, the Commission meets the second Wednesday of every other month. Recruitment for the Traffic and Parking Commission was conducted from September 21, 2016, through November 21, 2016. Membership consists of two Village Residents, two Village Business Owners, and one appointee from each of the City Council Members, and one Planning Commission representative. It is required that Commissioners are City residents. Terms for this Commission are for two years; all Commissioners' terms expired the end of 2016. The Planning Commission will select its representative at its next regular meeting to be held Thursday, January 19, 2017; until that time, the incumbents will continue to serve.

The Commission is comprised of the following ten member types:

City Council Appointments
December 8, 2016

- Two (2) Village Residents
- Two (2) Village Business Owner
- Five (5) City Council Appointees
- One (1) Planning Commission Representative

The following incumbents have requested to be considered for re-appointment:

1. Margaret Kinstler (Village Resident)
2. James Steven Ross (Village Resident)
3. Carin Hanna (Village Business Owner)
4. Willie Case (Village Business Owner)
5. Doug Thom (Bottorff Appointee)
6. Molly Ording (Bertrand Appointee)
7. Ron Graves (Harlan Appointee)
8. Nels Westman (Termini Appointee)
9. Ron Burke (Norton Appointee)

The following two new applications were received for "Council Member Appointee" appointments by the filing deadline. [Roster and Applications – Attachment 11]

1. Gerry Jensen (At-Large Appointee)
2. Laurie Ingram (Village Appointee)

II. CITY BOARDS, COMMISSIONS AND COMMITTEES REQUIRING REVIEW:

A. Capitola Public Safety and Community Service Foundation (CPSCF)

Pursuant to the CPSCF By-laws the Mayor or an appointee shall be appointed to the CPSCF Board with concurrence of the City Council for a two-year term. Council Member Termini currently is the City Council representative on the CPSCF and has served a two-year term.

III. CITY BOARDS, COMMISSIONS AND COMMITTEES REQUIRING ACTION:

- A. Wharf Working Group
- B. Santa Cruz County Conference & Visitors Council

IV. COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES:

The following County Advisory Bodies are to be reviewed for the consideration of making appointments/nominations:

- A. Advisory Council of the Area Agency on Aging – Seniors Council of Santa Cruz & San Benito Counties
- B. Arts Council of Santa Cruz County
- C. Association of Monterey Bay Area Governments (AMBAG)*
- D. Community Action Board of Santa Cruz County
- E. Criminal Justice Council of Santa Cruz County
- F. Santa Cruz County Children's Network

City Council Appointments
December 8, 2016

- G. Santa Cruz County Flood Control & Water Conservation District, Zone 5
- H. Santa Cruz County Integrated Waste Management Local Task Force
- I. Santa Cruz County Library Financing Authority
- J. Santa Cruz County Regional Transportation Commission
- K. Santa Cruz County Sanitation District
- L. Santa Cruz Metropolitan Transit District Board

*Staff recommends that the City Council provide recommendations for a City's representative and an alternate to AMBAG at the December 8, 2016, City Council meeting since the first AMBAG meeting in 2017 will occur on January 11, 2017 at which time appointments will be made.

V. COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES NOT REQUIRING ACTION:

- A. Community Television of Santa Cruz County
- B. Local Agency Formation Commission (LAFCO)
- C. Santa Cruz Conference & Visitors Council
- D. Santa Cruz County Libraries Joint Powers Authority Board
- E. Santa Cruz Libraries Facilities Financing Authority
- F. Santa Cruz County Hazardous Materials Advisory Commission
- G. Santa Cruz County Library Commission (City Representative)
- H. Santa Cruz County Workforce Investment Board
- I. Santa Cruz Regional 911 Board

VI. OVERSIGHT BOARD OF THE SUCCESSOR AGENCY

The Oversight Board was formed in 2012. The purpose of the Board is to supervise the activities of the City's Successor Agency. The Board has a fiduciary responsibility to holders of the Responsible Obligations and the taxing entities that benefit from distributions of property tax and other revenue. The Oversight Board consists of the following 7 members pursuant to Assembly Billx1 26. Two of the following members are to be appointed by the Mayor: (1) One member appointed by the Mayor for the City that formed the Redevelopment Agency; (2) One member representing the employees of the former Redevelopment Agency appointed by the Mayor from the recognized employee organization representing the largest number of former Redevelopment Agency employees employed by the Successor Agency at that time.

The Mayor of Capitola has the authority to serve himself or appoint a representative. The Mayor also appoints one member representing the employees of the former Redevelopment Agency; this member is often referred to as the "union" appointment because the employee appointed is to come from the largest recognized employee organization. In Capitola, Katie Cattan is a member of a recognized employee group and fills the requirements and was appointed to serve this position in 2014. Ms. Cattan is available to continue serving as the "union" representative.

ATTACHMENTS:

1. 2017 Appointment Spreadsheet
2. 2016 County/Multi-County Boards Appointments
3. 2016 City Boards, Commissions and Committee Appointments

City Council Appointments
December 8, 2016

4. Architectural & Site Review Committee Roster
5. Art & Cultural Commission Roster and Application
6. Commission on the Environment Roster
7. Finance Advisory Committee Roster and Chamber Letter of Recommendation
8. Library Advisory Committee Roster and Application
9. Library Ad Hoc Committee Application
10. Planning Commission Roster and Application
11. Traffic & Parking Commission Roster and Applications

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

12/2/2016

2017 APPOINTMENT SPREADSHEET

CITY BOARDS, COMMISSIONS AND COMMITTEES

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
ARCHITECTURAL & SITE REVIEW COMMITTEE	
Frank Phanton, Architect	Frank Phanton, Architect
Carolyn Swift, Historian	Carolyn Swift, Historian
Daniel Townsend, Alternate Architect	Daniel Townsend, Alterante Architect
Daniel Gomez, Altlernate Architect	Daniel Gomez, Alterante Architect
Megan Bishop, Landscape Architect	
Craig Waltz, Alternate Landscape Architect	
	<i>No application received for Landscape Architect (continued recruitment to January 3, 2017)</i>
ART & CULTURAL COMMISSION	
Michael Termini, City Council Representative	
Linda Smith, Planning Commission Representative	To be appointed at the January 19, 2017, Planning Commission meeting.
Joyce Murphy, Art Professional (termed out)	
Jenny Shelton, At Large Member (termed out)	
	<u>New Applicant</u>
	Dennis Norton for "At Large" position
	<i>No application received for (1) Art Professional and (1) At-Large position (Recruitment remains "Open until filled")</i>
COMMISSION ON THE ENVIRONMENT	
Jacques Bertrand, City Council Representative	
Kristine Sullivan, Norton's Appointee	Kristine Sullivan, Council Member Appointee
Kailash Mozumder, Harlan's Appointee	Kailash Mozumder, Harlan's Appointee
Peter Wilk, Bottorff's Appointee	Peter Wilk, Bottorff's Appointee
Amie Forest, Termini's Appointee	
	<i>No applications received for Council Member Appointee and Ex-Officio Student Member (continued recruitment to January 3, 2017)</i>

2017 APPOINTMENT SPREADSHEET

CITY BOARDS, COMMISSIONS AND COMMITTEES

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
FINANCE ADVISORY COMMITTEE	APPLICANTS/Appointee - 6 positions open: (1) Mayor; (1) Vice Mayor Appointee; (3) Council Member appointments; and (1) Business Representative.
Jacques Bertrand (Mayor's Appointee)	_____ Mayor or Mayor's Appointee
Michael Termini (Vice Mayor's Appointee)	_____ Vice Mayor or Vice Mayor's Appointee
Christine McBroom, City Treasurer	Peter Wilk, City Treasurer
Nathan Cross (Norton's Appointee)	Nathan Cross - Incumbent (Reapplied) (Council Member Appointee)
Will O'Sullivan (Harlan's Appointee)	Will O'Sullivan - Incumbent (Reapplied) (Harlan's Appointee)
Brigitte Estey (Bottorff's Appointee)	Brigitte Estey - Incumbent (Re-applied) (Bottorff's Appointee)
Matt Arthur - Business Rep	
	<i>Recruitment closed November 21, 2016</i>
	New applicant:
	Confirm that the (1) Mayor and (1) Vice Mayor will serve as the Council Member Representatives; if not, appoint other Council Member Representative(s) .
	Remaining Council Members to reappoint their member, make a new appointment, or direct staff to continue to seek applications for their appointment.
HISTORICAL MUSEUM BOARD	No action is needed at this time.
LIBRARY ADVISORY COMMITTEE	Seven members: (1) City Council member; (1) Library Commissioner; (5) Each Council Member appoint a member; (1) Non-voting Ex-Officio Representative.
Michael Termini, Council Member	
Toni Campbell, Harlan's Appointee	Toni Campbell, Harlan's Appointee
Jamie Goldstein, Non-Voting Ex-officio Member	Jamie Goldstein, Non-voting Ex-officio Member
Barbara Gorson, County Public Libraries System Commissioner	No action is needed at this time.
Ariel Gray, Bottorff's Appointee	Ariel Gray, Bottorff's Appointee
Gayle Ortiz, Termini's Appointee	Gayle Ortiz, Termini's Appointee
Lisa Steingrube, Norton's Appointee	Lisa Steingrube, Council Member Appointee
David Kraemer, Bertrand's Appointee	
	<i>(continued recruitment to January 3, 2017)</i>
	Applicants:
	Stephen Walsh (Council Member Appointee)

2017 APPOINTMENT SPREADSHEET

CITY BOARDS, COMMISSIONS AND COMMITTEES

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
AD HOC LIBRARY DESIGN ADVISORY COMMITTEE	
	Council Member Termini
	Public Works Director Jesberg
	City Manager Goldstein [as needed]
	Consulting Project Manager
	Library Staff [appointed by the Library District]
	Member of the Library Advisory Committee [to be appointed by the LAC]
	Applicant
	Bob White (At-Large)
PLANNING COMMISSION	
Susan Westman, Harlan's Appointee	Susan Westman, Harlan's Appointee
Edward Newman, Bertrand's Appointee	Edward Newman, Bertrand's Appointee
Linda Smith, Termini's Appointee	Linda Smith, Termini's Appointee
Troy (TJ) Welch, Bottorff's Appointee	
Gayle Ortiz, Norton's Appointee	
Gayle Ortiz, Norton's Appointee	
	<i>One (1) application received (continued recruitment to January 3, 2017)</i>
	New Applicant
	Marilyn Warter (Council Member Appointee)

2017 APPOINTMENT SPREADSHEET

CITY BOARDS, COMMISSIONS AND COMMITTEES

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
PUBLIC SAFETY & COMMUNITY SERVICE FOUNDATION	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini (Representative)	
TRAFFIC AND PARKING COMMITTEE	
Margaret Kinstler (Village Resident)	Margaret Kinstler (Village Resident)
James Steven Ross (Village Resident)	James Steven Ross (Village Resident)
Carin Hanna (Village Business Owner)	Carin Hanna (Village Business Owner)
Willie Case (Village Business Owner)	Willie Case (Village Business Owner)
Ron Graves (Harlan Appointee)	Ron Graves (Harlan Appointee)
Molly Ording (Bertrand Appointee)	Molly Ording (Bertrand Appointee)
Ron Burke (Norton Appointee)	Ron Burke (Council Member Appointee)
Doug Thom (Bottorff Appointee)	Doug Thom (Bottorff Appointee)
Nels Westman (Termini Appointee)	Nels Westman (Termini Appointee)
TJ Welch (Planning Commission Rep)	
	<i>Recruitment closed November 21, 2016</i>
	New Applicants:
	Gerry Jensen (At Large)
	Laurie Ingram (At Large)
WHARF WORKING GROUP	No action is needed at this time.

2017 APPOINTMENT SPREADSHEET

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES

ADVISORY COUNCIL OF THE AREA AGENCY ON AGING	
Council Member Harlan (Representative)	Council Member Harlan remains City Representative unless City Council takes action to appoint another Council Member.
VACANCY (Alternate)	
	Recruiting for Alternate Representative ("Open until filled")
ARTS COUNCIL SANTA CRUZ COUNTY	City Council to appoint a Council Member.
Council Member Norton (Representative)	
ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS (AMBAG)	City Council to appoint Council Members to be the City Representative and an Alternate Representative.
	Appointment to occur at the December 8, 2016, City Council meeting: First AMBAG meeting January 11, 2017
Council Member Bottorff (Representative)	
Council Member Norton (Alternate)	
COMMUNITY ACTION BOARD OF SANTA CRUZ COUNTY	Council Member or their representatives
Kristen Petersen (Representative)	Council Member Petersen (term expires September 2018)
George Winslow (Alternate)	
	Recruiting for Alternate Representative ("Open until filled")
COMMUNITY TELEVISION OF SANTA CRUZ COUNTY BOARD OF DIRECTORS	No action is needed at this time.
Assistant to the City Manager Laurent	
CRIMINAL JUSTICE COUNCIL OF SANTA CRUZ COUNTY	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini (Representative)	
City Manager Goldstein (Representative)	

2017 APPOINTMENT SPREADSHEET

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES CONTINUED

LOCAL AGENCY FORMATION COMMISSION (LAFCO)	No action is needed at this time. (Councilmember Bottorff's term as the City's Representative expires May 5, 2018)
MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT	No action is needed at this time. Santa Cruz Council Member Micah Posner (Representative)
SANTA CRUZ COUNTY CHILDREN'S NETWORK	Council Member appointments remain unless the City Council takes action to appoint other Council Members
Council Member Bertrand (Representative)	
Council Member Termini (Alternate)	
SANTA CRUZ COUNTY CONFERENCE & VISITORS COUNCIL	None needed - Select Committee appointed City Manager Goldstein to serve as the City's Representative for a two year term (7/1/15-6/31/17).
SANTA CRUZ COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT, ZONE 5	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Harlan (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ COUNTY HAZARDOUS MATERIALS ADVISORY COMMISSION	No action is needed at this time (Councilmember Bertrand's term as City's Representative expires April 1, 2019)
SANTA CRUZ COUNTY INTEGRATED WASTE MANAGEMENT LOCAL TASK FORCE	Council Member/Staff appointments/re-appointments required (Terms expire on January 25, 2017)
Assistant to the City Manager Laurent (Representative)	
Council Member Harlan (Alternate)	
SANTA CRUZ COUNTY LIBRARY ADVISORY COMMISSION (also serves on City Library Advisory Committee) BARBARA GORSON	No action is needed at this time.
SANTA CRUZ COUNTY LIBRARY FINANCING AUTHORITY	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Termini (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY	City Manager Goldstein is designated as the City's Representative by the JPA.
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCRTC)	City Council to appoint Council Members to be the City Representative and an Alternate Representative.
Council Member Norton (Representative)	
Council Member Termini (Alternate)	

2017 APPOINTMENT SPREADSHEET

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES CONTINUED

SANTA CRUZ COUNTY SANITATION DISTRICT	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Harlan (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ COUNTY WORKFORCE INVESTMENT BOARD	Generally the City Manager serves on this Board.
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT	Two year appointment; if Ed Bottorff is re-elected then he will be automatically be re-appointed for an additional four years.
Council Member Bottorff (Term expires December 31, 2016)	
SANTA CRUZ REGIONAL 911 BOARD	City Manager Goldstein designated by JPA.
City Manager Goldstein (Representative)	
OVERSIGHT BOARD FOR THE CAPITOLA SUCCESSOR AGENCY	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini	
Senior Planner Cattan	

2016 Appointments; Rev 12/1/16

2016 COUNTY/MULTI-COUNTY BOARDS CAPITOLA REPRESENTATIVES LIST

Name of Board – Meeting Information	Capitola Representative(s)
<p>Advisory Council of the Area Agency on Aging - Seniors Council of Santa Cruz & San Benito Counties</p> <p><i>(Meets: 2nd Wednesday of each month except for August and December, from 10:00 a.m. to 12:00 Noon at 234 Santa Cruz Avenue, Aptos)</i></p>	<i>No Term Limits</i>
<p>Arts Council Santa Cruz County</p> <p><i>(Meeting dates are variable; meeting times are 4:00 PM to 6:00 PM)</i></p>	<i>No Term Limits</i>
<p>Association of Monterey Bay Area Governments (AMBAG) ▲</p> <p><i>(Meets: 2nd Wednesday of each month at 7:00 p.m. at various locations)</i></p>	<i>No Term Limits</i>
<p>Bicycle Advisory Committee of the SCCRTC (Santa Cruz County Regional Transportation Commission)</p>	<i>Terms expire March 2017</i>
<p>Community Action Board of Santa Cruz County</p> <p><i>(Meets: 3rd Wednesday of each month at 6:15 p.m.)</i></p>	<i>Council to review appointments annually</i>
<p>Community Television of Santa Cruz County Board of Directors</p> <p><i>(Meets: 10 times per year at 5:30 p.m. at Community Television Offices, 816 Pacific Avenue, Santa Cruz)</i></p>	<i>Term expires November 2017</i>
<p>Criminal Justice Council of Santa Cruz County</p> <p><i>(Meets: Quarterly, starting February 7, 2013 at 3:00 p.m. at 2701 Cabrillo College Drive, Aptos)</i></p>	<i>Council to review appointments annually</i>
<p>LAFCO (Local Agency Formation Commission) ▲</p> <p><i>(Meets: 1st Wednesday of each month except for July, at 9:30 a.m. in the County Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz)</i></p>	<i>Term expires May 2018</i>
<p>League of California Cities</p> <p><i>(Meets: Monterey Bay Division meets on the 1st Monday of every other month at 7 p.m. at various locations. Dinner meetings)</i></p>	Open to All Council Members
<p>Monterey Bay Unified Air Pollution Control District (MBUAPCD)▲</p> <p><i>(Meets: 3rd Wednesday of each month at 1:30 p.m. at the District Office: 24580 Silver Cloud Ct., Monterey)</i></p>	<i>Two-year term expires July 2018</i>

Name of Board/Commission/Committee	Capitola Representative(s)
Santa Cruz County Children's Network <i>(Meets five times a year at noon in the County Office of Education)</i>	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Jacques Bertrand (Representative) • Michael Termini (Alternate)
Santa Cruz County Conference & Visitors Council <i>(Meets: Last Wednesday at 3:00 p.m. every other month except for November when meeting is TBD, at Goodwill Industries, 350 Encinal Street, Santa Cruz)</i>	<ul style="list-style-type: none"> • Jamie Goldstein (Representative) <i>Select Committee approved the appointment of Jamie Goldstein to serve as the city rep for a two-year term (7/1/15-6/31/17).</i>
Santa Cruz County Flood Control & Water Conservation District, Zone 5 ▲ <i>(Meets: Quarterly on the 4th Tuesday at 10 a.m. in the County Board of Supervisors Chambers, 701 Ocean Street)</i>	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Stephanie Harlan (Representative) ♦ • Jacques Bertrand (Alternate) ♦
Santa Cruz County Hazardous Materials Advisory Commission <i>(Meets: 4th Wednesday of every other month at 9 a.m. at Central Fire District Headquarters, 930 17th Avenue)</i>	<i>Four-year term expires in April 2019</i> <ul style="list-style-type: none"> • Jacques Bertrand (Representative) <i>(Term expires 4/1/2019)</i>
Santa Cruz County Library Financing Authority <i>(Meets twice yearly in January and June Main Library)</i>	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Michael Termini ♦ (Representative) • Jacques Bertrand (Alternate)
Santa Cruz Libraries Facilities Financing Authority ▲ [LFFA]	<i>City Manager is appointed</i> <ul style="list-style-type: none"> • Jamie Goldstein (Representative) <i>Form 700 filed thru eFiling with the County Libraries</i>
Library Advisory Commission (County of Santa Cruz)	<i>Three-year term expires December 2018</i> <ul style="list-style-type: none"> • Barbara Gorson <i>(Appointed by City Council 1/14/16 for a three year term)</i>
(Santa Cruz City/County) Libraries Joint Powers Authority Board ▲ [LJPA] <i>(Meets: 1st Monday of each month at 7:30 p.m. at the Main Library Community Room)</i>	<i>City Manager is appointed</i> <ul style="list-style-type: none"> • Jamie Goldstein (Representative)
Santa Cruz County Integrated Waste Management Local Task Force <i>(Meets: 4 x/year)</i> The term of expiration for both is January 25, 2017	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Larry Laurent (Representative) • Stephanie Harlan (Alternate)
Santa Cruz County Regional Transportation Commission (SCCRTC) ▲ ■ <i>(Meets: 1st Thursday of each month except for July, at 9 a.m. at various locations)</i>	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Dennis Norton (Representative) ♦ • Michael Termini (Alternate) ♦ <i>(Ed Bottorff Metro Rep on the SCCRTC)</i>

Name of Board/Commission/Committee	Capitola Representative(s)
Santa Cruz County Sanitation District ▲ <i>(Meets: 1st & 3rd Thursday of each month at 4:45 p.m. at the East Cliff Pumping Station on Lode St., Santa Cruz)</i> County Clerk receives original Form 700	<i>Council to review appointments annually</i> <ul style="list-style-type: none"> • Stephanie Harlan (Representative) ♦ • Jacques Bertrand (Alternate) ♦
Santa Cruz County Workforce Investment Board	The City Manager generally serves on this Board.
Santa Cruz Metropolitan Transit District Board ▲ ■ <i>(Meets: 3rd Friday of each month at 8:15 a.m. at Santa Cruz City Hall Council Chambers, 809 Center Street and other locations)</i>	<i>Two-year term expired December 2016</i> <ul style="list-style-type: none"> • Ed Bottorff (Representative) <i>(Council appointed to 2-year term 1/1/15 - 12/31/16)</i>
Santa Cruz Regional 911 Board ▲	<ul style="list-style-type: none"> • Jamie Goldstein (Representative)

▲ = Members are required to File Statements of Economic Interest, Form 700

■ = Members are required to complete AB 1234 Ethics Training

♦ = Council Member appointment required

Revised: 12/02/16 ss

2016 CAPITOLA BOARD, COMMISSION & COMMITTEE APPOINTMENT LIST

Name of Board/Commission/ Committee – Meeting Information	Members	Appointee By and/or Representation
<p>Architectural and Site Review Committee ▲ ■</p> <p>Staff: Katie Cattan, Senior Planner Steve Jesberg, Public Works Dir Brian Van Son , Building Official</p> <p><u>Meets:</u> 2nd & 4th Wednesday of each month at 3:30 p.m. in the City Hall Council Chambers</p> <p>Mayoral Appointment</p>	<ul style="list-style-type: none"> • Frank Phanton • Megan Bishop • Craig Waltz • Carolyn Swift • Daniel Townsend • Daniel Gomez 	<ul style="list-style-type: none"> • Architect • Landscape Architect • Alternate Landscape Architect • Historian • Architect (<i>Alternate</i>) • Architect (<i>Alternate</i>)
<p>Art & Cultural Commission ▲</p> <p>Staff: Larry Laurent Assistant to the City Manager</p> <p><u>Meets:</u> 2nd Tuesday of each month at 6:30 p.m. in the City Hall Council Chambers</p> <p>Council Appointment</p>	<ul style="list-style-type: none"> • Michael Termini • Linda Smith • Kim Hogan • Joyce Murphy • Nathan Cross • Mary Cahalen • Laurie Hill • VACANCY • Jenny Shelton 	<ul style="list-style-type: none"> • Council Representative • Planning Commission Rep • Artist • Arts Professional • At Large Member
<p>Commission on the Environment</p> <p>Staff: Danielle Uharriet, Environmental Projects Manager</p> <p><u>Meets:</u> A minimum of 4 times a year as needed on the 4th Tuesday of a month at 6:00 p.m. in the City Hall Council Chambers</p> <p>Council Appointment</p>	<ul style="list-style-type: none"> • Jacques Bertrand • Kristine Sullivan • Amie Forest • Kailash Mozumder • Peter Wilk • VACANCY 	<ul style="list-style-type: none"> • Council Representative • Norton Appointee • Termini Appointee • Harlan Appointee • Bottorff Appointee • Ex-Officio Student
<p>Finance Advisory Committee</p> <p>Staff: Mark Welch, Finance Director</p> <p><u>Meets:</u> 3rd Tuesday of every other month at 6:00 p.m. in the City Hall Council Chambers</p> <p>Council Appointment</p>	<ul style="list-style-type: none"> • Michael Termini • Jacques Bertrand • Christine McBroom • Nathan Cross • Matt Arthur • Will O’Sullivan • Brigitte Estey 	<ul style="list-style-type: none"> • Mayor Appointee • Vice Mayor • City Treasurer • Norton Appointee • Business Representative • Harlan Appointee • Bottorff’s Appointee

2016 CAPITOLA BOARD, COMMISSION & COMMITTEE APPOINTMENT LIST

Name of Board/Commission/ Committee – Meeting Information	Members	Appointee By and/or Representation
<p>Historical Museum Board Staff: Frank Perry, Museum Curator</p> <p><i>Meets: 1st Tuesday of each month at 5:30 p.m. in the Museum</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Kathleen Church • Pam Greeninger • Kristen Petersen • David Peyton Niels Kisling • Gordon van Zuiden • Stephanie Tetter 	<p>All appointments to the Historical Museum Board are At-Large.</p>
<p>Library Advisory Committee Staff: Susan Sneddon, City Clerk</p> <p><i>Meets: 2nd Tuesday of every other month at 3:30 p.m. in the City Hall Council Chambers</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Toni Campbell • Ariel Gray • David Kraemer • Gayle Ortiz • Lisa Steingrube • Michael Termini • Jamie Goldstein 	<ul style="list-style-type: none"> • Harlan Appointee • Botorff Appointee • Bertrand Appointee • Termini Appointee • Norton Appointee • City Council Representative • City Manager, Nonvoting ex-officio member
<p>Planning Commission ▲ ■ Staff: Katie Cattan, Senior Planner</p> <p><i>Meets: 1st Thursday of each month at 7:00 p.m. in the City Hall Council Chambers</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Susan Westman • Gayle Ortiz • Edward Newman • Linda Smith • Troy "TJ" Welch 	<ul style="list-style-type: none"> • Harlan Appointee • Norton Appointee • Bertrand Appointee • Termini Appointee • Botorff Appointee
<p>Public Safety & Community Service</p>	<ul style="list-style-type: none"> • Mike Termini 	<p>Mayor's appointment (concurred upon by City Council)</p>
<p>Traffic & Parking Commission Staff: Steve Jesberg, Public Works Director</p> <p><i>Meets: 2nd Wednesday of every other month at 6:30 p.m. in the City Hall Council Chambers</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Margaret Kinstler • James Steve Ross • Carin Hanna • Willie Case • Ron Burke • Ron Graves • Doug Thom • Molly Ording • Nels Westman • TJ Welch 	<ul style="list-style-type: none"> • Village Resident • Village Resident • Village Business Owner • Village Business Owner • Norton Appointee • Harlan Appointee • Botorff Appointee • Bertrand Appointee • Termini Appointee • Planning Commission Representative

2016 CAPITOLA BOARD, COMMISSION & COMMITTEE APPOINTMENT LIST

Name of Board/Commission/ Committee – Meeting Information	Members	Appointee By and/or Representation
<p>Wharf Working Group Staff: Steve Jesberg, Public Works Director</p> <p><i>Meets: As needed on the 4th Tuesday of a month at 12 p.m. in the Wharf House Restaurant</i></p>	<ul style="list-style-type: none"> • Dennis Norton • Michael Termini • Jamie Goldstein • John and Sally Ealy • Willie Case 	<ul style="list-style-type: none"> • Council Representative • Council Representative • City Manager • Capitola Boat & Bait • Wharf House Restaurant

▲ = Members are required to File Statements of Economic Interest, Form 700

■ = Members are required to complete AB 1234 Ethics Training

Revised: 12/02/16 ss



City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010
 Phone (831) 475-7300
 FAX (831) 479-8879

**CAPITOLA ARCHITECTURAL & SITE REVIEW COMMITTEE
 CURRENT MEMBERS (2 YEAR TERMS)**

NAME	POSITION	DATE APPOINTED	TERM EXPIRES
Frank Phanton	Architect	2/27/03 12/9/04 12/14/06 12/11/08	Resigned 2/9/2012 12/31/2014 12/31/16
	Alternate Architect	6/14/12 1/10/13	
	Architect	1/8/15	
Carolyn Swift	Historian	12/11/08	12/31/2014 12/31/16
		12/09/10	
		1/10/13	
		1/8/15	
Megan Bishop	Landscape Architect	5/12/16	12/31/16
Craig Waltz	Alternate Landscape Architect	5/12/16	12/31/16
Daniel Townsend AND Daniel Gomez	Alternate Architects	1/8/15	12/31/16

Staff Representatives:

Brian Van Son, Building Official
 831-475-7300 Ext 221
mwheeler@ci.capitola.ca.us

Rich Grunow, Community Development Director
 831-475-7300 Ext 226
rgrunow@ci.capitola.ca.us

Katie Cattan, Senior Planner
 831-475-7300 Ext 256
kcattan@ci.capitola.ca.us

Public Works Director Designee:
 Danielle Uharriet, Environmental Projects Manager
 831-475-7300 Ext 218
duharriet@ci.capitola.ca.us



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**ART & CULTURAL COMMISSION
 CURRENT MEMBERS (TWO YEAR TERMS)**

Two (2) year terms; limit set at a maximum of three (3) terms

NAME	APPOINTEE	DATE APPOINTED	TERM EXPIRES	
Michael Termini	City Council Representative	7/27/03	12/31/2016	
		12/9/04		
		1/18/07		
		12/11/08		
		12/9/10		
		1/10/13		
Linda Smith	Planning Commission Representative	1/20/11	12/31/2016	
		1/17/13		
		1/15/15		
		12/10/15		
Mary Cahalen	Beth	At Large Member	12/10/15	12/31/17
Nathan Cross	At Large Member	6/23/11	12/31/2017	
		12/8/11		
		11/26/13		
		12/10/15		
Laurie Hill	At Large Member	11/26/13	12/31/2017	
		12/10/15		

ART & CULTURAL COMMISSION – CURRENT MEMBERS

David Kraemer	At Large Member	9/12/13 11/26/13 12/10/15	12/31/2017
Kim Hogan	Artist	1/28/16	12/31/17
Joyce Murphy	Art Professional	1/8/07 12/11/08 12/9/10 1/10/13 1/8/15	12/31/2016
Jenny Shelton	At Large Member	4/22/10 12/9/10 1/10/13 1/8/15	12/31/2016

Staff Representatives:

Larry Laurent, Assistant to the City Manager
831-475-7300 ext. 236
llorent@ci.capitola.ca.us

Revised: 2/9/16 ss



NOV 21 2016
CITY OF CAPITOLA
CITY CLERK

CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Architecture & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Historical Museum Board
- Planning Commission
- Library Advisory Committee
- Other Committee _____

Name: NORTON DENNIS
Last First
 Residential Neighborhood: Riverview Terrace
 Occupation: DESIGNER

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____

- 46 YEAR RESIDENT.
- PAST MEMBER ARTS & CULTURAL COMMISSION 8 YEARS
- DESIGN BUSINESS 32 YEARS IN CAPITOLA
- BROUGHT THE SEA WALL PROJECT TO VILLAGE
- DESIGNER OF BANDSTAND STRUCTURE.
- CO-DESIGNER OF WHARF ENTRY GATES.

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11-18-2016
Date


Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

All information contained in this page of the application is public data and will be made available for public review and copying for anyone requesting it, and may be posted on the website of the City of Capitola. All information in this page will be provided to the Capitola City Council in a public forum and will be reviewed in public. It will therefore be part of the public record.

Attachment: Art & Cultural Commission Roster and Application (1584 : City Council Appointments)



City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010
 Phone (831) 475-7300
 FAX (831) 479-8879

**COMMISSION ON THE ENVIRONMENT
 CURRENT MEMBERS (TWO YEAR TERMS)**

NAME	APPOINTEE	DATE APPOINTED	TERM EXPIRES
Jacques Bertrand	Council Rep	1/8/15	12/31/16
Kristin Sullivan Chair	Norton's Appointee	2/10/05 (At Large) 1/18/07 (Chair 2006) 12/11/08 (Graves appoint) 12/9/10 1/10/13 1/22/15	12/31/16
Kailash Mozumder	Harlan Appointee	5/14/15	12/31/16
Amie Forest	Termini Appointee	12/12/13 1/8/15	12/31/14 12/31/16
Peter Wilk Vice Chair	Bottorff Appointee	1/8/15	12/31/16
Peters, Steven	Ex-Officio	1/8/15	12/31/16
Ricker, John	Ex-Officio	1/8/15	12/31/16

Staff Representatives:

Danielle Uharriet, Environmental Projects Manager
 831-475-7300 Ext 218
duharriet@ci.capitola.ca.us

HISTORY OF THE COMMISSION ON THE ENVIRONMENT:

- January 13, 2005 The Capitola Commission on the Environment was established by Resolution No. 3424*
- February 8, 2007 Resolution No. 3610 Amended Section 3 of Resolution No. 3424 regarding Membership on the Commission.(to allow another Council Member to serve on behalf of the Mayor; add a Youth Member; add Ex-Officio Members)*
- April 24, 2008 Resolution No. 3696 Amended Section 3 of Resolution No. 3610 regarding Membership on the Commission.(removed “Appointee of the Mayor” and added two (2) At Large Members)*
- October 8, 2009 Resolution No. 3779 Amended Section 3 of Resolution No. 3696 regarding Youth Member on the Commission (does not require Capitola residence)*
- October 24, 2013 Resolution No.3967 Repealing Resolution No. 3424 and re-establishing the Commission.*

The Mayor’s seat is up each time the mayor changes. Terms for other council appointments are for 2 years and expire following a general municipal election of council members.

Revised: 8/8/16 ss



City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010
 Phone (831) 475-7300
 FAX (831) 479-8879

**Finance Advisory Committee
 Current Members (ONE YEAR TERM)**

NAME	APPOINTEE	DATE APPOINTED	TERM EXPIRES
Michael Termini	Vice Mayor Harlan's appointment	12/9/04; 1/18/07; 12/9/10; 12/8/11; 1/10/13; 1/9/14; 1/8/15; 1/14/16	12/31/16
Jacques Bertrand	Mayor Bottorff's appointment	1/8/15; 1/14/16	12/31/16
Christine McBroom, Treasurer *	City Treasurer	7/23/09; 12/9/10; 1/10/13; 9/12/13; 1/8/15; 1/14/16	(Bus Rep) (Bus Rep) (Bus Rep) 12/31/16
Nathan Cross	Council Member Norton's appointee	12/8/11; 1/10/13; 12/12/13; 1/22/15; 1/14/16	12/31/16

Will O'Sullivan	Council Member Harlan's appointee	11/22/11; 1/10/13; 12/12/13; 1/8/15;1/14/16	12/31/16
Brigitte Estey	Council Member Bottorff's appointee	9/10/15; 1/14/16	12/31/16
Matt Arthur	Business Representative	1/14/16	12/31/16

*Christine McBroom has been on the FAC since July 2009. She was the Business Representative until she was appointed as Acting City Treasurer on 9/12/13. She was the FAC Vice Chair at the 11/29/11 FAC meeting (must have been shortly after Bob Begun passed), and Chair starting 12/20/11. Ms. McBroom has been the FAC Chair from 2012 to current.

Staff Representative:

Mark Welch, Finance Director
831-475-7300 ext. 2224
mwelch@ci.capitola.ca.us

Revised: 11/17/16 ss



716-G Capitola Avenue
Capitola, CA 95010
Phone: (831) 475-6522
Fax: (831) 475-6530

November 21, 2016

**City of Capitola
Su Snedden
420 Capitola Avenue
Capitola, Ca. 95010**

Hello Su:

The Capitola-Soquel Chamber of Commerce is recommending that Matt Arthur serve on the City Finance Committee for 2017.

The Chamber thanks the City for allowing one seat on this committee.

Please call me if you have any questions.

Thank you!

A handwritten signature in black ink that reads "Toni Castro". The signature is written in a cursive style and is positioned above the printed name and title.

**Toni Castro
Chief Executive Officer**



City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010
 Phone (831) 475-7300
 FAX (831) 479-8879

Library Advisory Committee Current Members (one year term)

NAME	APPOINTEE	DATE APPOINTED	TERM EXPIRES
Toni Campbell	Council Member Harlan's appointee	1/14/16	12/31/16
Jamie Goldstein City Manager	Nonvoting ex-officio member	1/14/16	12/31/16
Barbara Gorson, Chair	County Public Libraries System Commissioner	1/14/16	12/31/16
Ariel Gray	Mayor Bottorff's appointee	1/28/16	12/31/16
David Kraemer	Council Member Bertrand's appointee	1/14/16	12/31/16
Gayle Ortiz, Vice Chair	Council Member Termini's appointee	1/14/16	12/31/16
Lisa Steingrube	Council Member Norton's appointee	1/14/16	12/31/16
Michael Termini Council Member	City Council Representative	1/14/16	12/31/16

Staff Representatives:

Susan Sneddon, City Clerk
 831-475-7300 Ext 228
ssneddon@ci.capitola.ca.us

Revised: 2/16/16 ss



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Architecture & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Historical Museum Board
- Planning Commission
- Library Advisory Committee
- Other Committee _____

Name: WALSH, Stephen P.
Last First

Residential Neighborhood: Riverview Terrace

Occupation: Retired

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____

SEE ATTACHED

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11/16/16
Date

Stephen P. Walsh
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

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Attachment: Library Advisory Committee Roster and Application (1584 : City Council Appointments)

Qualifications:

Education:

San Jose State University

B.S. Industrial Management – minor in chemistry and biological science.

MBA.

Professional Career:

Executive management positions – Memorex, Altos Computer Systems, ITT, Photonics.

Business owner – accounting and bookkeeping service for small business clients.

Now Retired.

Other:

Member – Board of Directors – Goodwill Industries of Santa Clara County

Participant – Friends of Capitola Library Chapter

My interest in serving on the Capitola Library Advisory Committee has been prompted by recent developments to replace the existing City of Capitola Library structure. I have attended various community meetings and tours of facilities with the objective of contributing in a positive way to the planning effort which I believe will result in a flexible, attractive, comfortable library facility which meets multiple and varied community needs.

RECEIVED

NOV 22 2016



CITY OF CAPITOLA

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Historical Museum Board
- Library Advisory Committee
- Architectural & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Planning Commission
- Other Committee AD HOC DESIGN ADVISORY COMMITTEE FOR CAPITOLA LIBRARY

Name: WHITE BOB
Last First

Residential Neighborhood: DEPOT HILL, CAPITOLA

Occupation: RETIRED; FORMERLY ASSISTANT UNIVERSITY LIBRARIAN-PLANNIN AT UC SANTA CRUZ (1980-2006).

Describe your qualifications and interest in serving on this Board/Commission/Committee: I'VE BEEN INVOLVED IN THE PLANNING & DESIGN OF TWO MAJOR LIBRARY CAPITAL PROJECTS AT UC SANTA CRUZ: SCIENCE LIBRARY (1991) AND THE MCHENRY LIBRARY ADDITION & RENOVATION PROJECT (2011). I HAVE EXPERIENCE WORKING WITH ARCHITECTS AND DESIGN PROFESSIONALS. I STRONGLY SUPPORT THE NEED FOR A NEW CAPITOLA LIBRARY AND I'M ALSO A MEMBER OF THE FRIENDS OF THE CAPITOLA BRANCH LIBRARY.

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11/22/16
Date

Bob White
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

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Attachment: Library Ad Hoc Committee Application (1584 : City Council Appointments)



CITY OF CAPITOLA
 420 Capitola Avenue
 Capitola, Ca 95010
 (831) 475-7300
 FAX (831) 479-8879

Capitola Planning Commission Current Members (2 YEAR TERMS)

Name	Appointee	Date Appointed	Term Expires
Susan Westman	Harlan	4/23/15	12/31/16
Gayle Ortiz	Norton	12/10/98 12/11/08 12/9/10 12/13/12 1/22/15	12/31/16
Edward Newman	Bertrand	1/8/15	12/31/16
Linda Smith	Termini	12/9/10 12/13/12 1/8/15	12/31/16
Troy (TJ) Welch (Chair)	Bottoff	12/13/12 1/8/15	12/31/16

Staff Representatives

Community Development Director Rich Grunow

rgrunow@ci.capitola.ca.us

831-475-7300 ext. 216

Senior Planner Katie Cattan

kcattan@ci.capitola.ca.us

831-475-7300 ext. 256

Revised: 4/15 ss



NOV 30 2016
CITY OF CAPITOLA
CITY CLERK

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Architecture & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Historical Museum Board
- Planning Commission
- Library Advisory Committee
- Other Committee _____

Name: Warter Marilyn
Last First

Residential Neighborhood: Cliffwood Heights

Occupation: Real Estate Appraiser and Real Estate Broker

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____

SEE ATTACHED

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11/29/2016
Date

Marilyn Warter
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

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Attachment: Planning Commission Roster and Application (1584 : City Council Appointments)

ATTACHMENT TO PLANNING COMMISSION APPLICATION

Qualifications

I have been a Real Estate Broker in California for more than 30 years. I don't actively practice real estate as a profession but I occasionally represent family and close friends with real estate transactions. My primary profession is real estate appraisal which I have practiced for more than 30 years. I hold a California Certified General Real Estate Appraiser license through the California Bureau of Real Estate. I appraise residential properties in Santa Cruz County and small commercial properties and apartments throughout the South and East Bay areas.

Through my professional experience and education I have an understanding of the principal of highest and best use as well as general knowledge of planning and zoning with respect to the properties that I appraise. As a result of viewing apartment properties in many communities in San Mateo, Santa Clara, and Alameda counties, I notice the redevelopment in neighborhoods and the effect that these developments have on property values, market rents, and tenant appeal.

Interest

I have lived in Capitola for more than 30 years and I LOVE THIS TOWN! I believe that my longevity in the community as well as my knowledge of real estate throughout the region could be beneficial to the City if I am appointed to the Planning Commission.



Marilyn Warter, SRA
Certified General Real Estate Appraiser
BREA#AG004738

California Real Estate Broker
License #00828944



City of Capitola
 420 Capitola Avenue
 Capitola, CA 95010
 Phone (831) 475-7300
 FAX (831) 479-8879

**CAPITOLA TRAFFIC & PARKING COMMISSION
 CURRENT MEMBERS (2 YEAR TERMS)**

NAME	APPOINTEE	DATE APPOINTED	TERM EXPIRES
Margaret Kinstler	Village Resident	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16
James Steven Ross	Village Resident	2/14/13 1/8/15	12/31/16
Carin Hanna	Village Business Owner	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16
Willie Case	Village Business Owner	10/22/15	12/31/16
Ron Graves	Harlan Appointee	5/14/15	12/31/16

TRAFFIC & PARKING COMMISSION – CURRENT MEMBERS

Molly Ording	Bertrand Appointee	5/14/09 12/09/10 1/10/13 1/8/15	12/31/16
Ron Burke	Norton Appointee	1/8/15	12/31/16
Doug Thom	Bottorff Appointee	8/25/16	12/31/16
Nels Westman	Termini Appointee	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16
TJ Welch	Planning Commission Representative	5/7/15	12/31/16

Staff Representative:

Steve Jesberg, Public Works Director
 831-475-7300 ext. 217
 sjesberg@ci.capitola.ca.us

Revised: 08/26/16 ss



NOV 21 2016
CITY OF CAPITOLA
CITY CLERK

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Architecture & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Traffic & Parking Commission
[^{Upper}Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Historical Museum Board
- Planning Commission
- Library Advisory Committee
- Other Committee _____

Name: Ingram Laurie
Last First

Residential Neighborhood: Upper Village

Occupation: non-practicing attorney, homemaker

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____

Please see attached statement

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11/21/16
Date

Laurie Ingram
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

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Attachment: Traffic & Parking Commission Roster and Applications (1584 : City Council Appointments)

I am interested in serving on the Traffic and Parking Commission because I view this as an important aspect in our daily lives as residents of Capitola. As a vacation destination we welcome many visitors to our community, all of whom help support our local businesses, and I recognize the importance of providing parking for these visitors while not impacting the lives of our local residents. I also appreciate that traffic flow is key to supporting both our locals and keeping our visitors and that properly balancing the needs of both groups will benefit Capitola as a community. I believe my common sense approach and problem solving abilities will allow me to provide benefit as a Traffic & Parking Commission member.

Laurie Ingram
11/21/16



NOV 21 2016

CITY OF CAPITOLA
CITY CLERK

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Architecture & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Traffic & Parking Commission *City Council Appointee*
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Historical Museum Board
- Planning Commission
- Library Advisory Committee
- Other Committee _____

Name: Jensen Gerry
Last First

Residential Neighborhood: Upper Village

Occupation: Developer and general contractor

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____

See attached

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

11/21/16
Date

[Signature]
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

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Attachment: Traffic & Parking Commission Roster and Applications (1584 : City Council Appointments)

Describe your qualifications and interest in serving on this Board/Commission/Committee:

I have lived in Capitola for the past three years and I'm interested in being a part of trying to solve the traffic and parking concerns of the community. As a developer and general contractor I have worked closely with many state and city agencies. Before becoming a developer, I ran the transportation and operations department of two school districts and handled many traffic and parking concerns with the local neighborhoods. I feel my experience could be of great help to this committee.