

City of Capitola Agenda

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



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, APRIL 24, 2014

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

CLOSED SESSION – 6:45 PM

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Govt. Code §54956.9)

Rae Ellen Leonard vs. the City of Capitola et al.
[United States District, Case #C13-3714]

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

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 Stephanie Harlan, Dennis Norton, Ed Bottorff, Michael Termini, and Mayor Sam Storey

2. PRESENTATIONS

A. Proclamation recognizing Building Safety Month.

B. Proclamation recognizing California Safe Digging Month.

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

A. 8.A.

DETAILS:

Email from Sandra Sandoval.

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

A. Consider appointment(s) to the Library Ad Hoc Committee.

RECOMMENDED ACTION:

Make appointment(s).

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, April 24, 2014

9. 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 approving the City Council Minutes of the Regular Meetings held on March 27, 2014, and April 10, 2014.
RECOMMENDED ACTION:
Approve Minutes.
- B. Approval of City Check Register Reports dated March 21, 2014; March 28, 2014; April 4, 2014; and April 11, 2014.
RECOMMENDED ACTION:
Approve the City Check Register Reports.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Consider the establishment of Asset Limits for Income Restricted Mobile Home Parks.
RECOMMENDED ACTION:
Adopt the proposed administrative policy, and direct staff to amend applicable regulatory agreements to establish reasonable asset limits.
- B. Consider a Resolution rescinding Resolution No. 3936, and adopting a revised Conflict of Interest Code for the City of Capitola to become effective May 1, 2014.
RECOMMENDED ACTION:
Adopt Resolution.

11. ADJOURNMENT

Adjourn to the next Regular Meeting of the City Council on Thursday, May 8, 2014, at 7:00 PM, in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

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

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, April 24, 2014

Notice regarding City Council: The Capitola 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, on the Monday prior to the Thursday 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.

City of Capitola

Mayor's Proclamation

Designating May 2014 "Building Safety Month"

WHEREAS, our continuing efforts to address the critical issues of safety, energy efficiency, and resilience in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound; and

WHEREAS, our confidence is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians, dedicated members of the International Code Council use a governmental consensus process that brings together local, state and federal officials with expertise in the built environment to create and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play; and

WHEREAS, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires and earthquakes, and

WHEREAS, Building Safety Month is sponsored by the International Code Council, to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings; and

WHEREAS, "Building Safety: Maximizing Resilience, Minimizing Risks" the theme for Building Safety Month 2014, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, backyard safety; energy efficiency and new technologies in the construction industry. Building Safety Month 2014 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies; and

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, BE IT RESOLVED, I, Sam Storey, Mayor of the City of Capitola, do hereby proclaim the month of May as "Building Safety Month" for the City of Capitola. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.



Sam Storey, Mayor

Signed and sealed this 24th day of April 2014

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City of Capitola

Mayor's Proclamation

"California Safe Digging Month"

April 2014

WHEREAS, excavators, homeowners, and professional contractors can save time and money while making California's communities a safer place to live and work by dialing 811 in advance of all digging projects; and

WHEREAS, the 811 "Call Before You Dig" program is a vital public education and awareness program dealing with the safety of subsurface excavation, and education is the key to promoting safe digging practices; and

WHEREAS, the five steps to a safe excavation are: survey and mark, call before you dig, wait the required time, respect the marks, and dig with care; and

WHEREAS, utility lines are often buried only a few inches underground, making them easy to strike and cause damage and harm even during shallow excavation projects; and more than 170,000 underground utility lines are struck each year in the United States and approximately 33 percent of all digging damages in the United States result from not calling 811 before digging; and

WHEREAS, undesired consequences, such as service interruption, outages, damage to public and private infrastructure and property, damage to the environment, personal injury, and death, are risked by failing to call 811 before digging or safely marking utility lines; and

WHEREAS, Underground Service Alert of Northern California and Nevada, in cooperation with California's public and private utilities, provide an effective damage prevention service that protects California's citizens, communities, public services, environment, and underground facilities at no cost to the caller; and

WHEREAS, the free notification service provided by Underground Service Alert of Northern California and Nevada has dramatically reduced the number of accidents causing property damage, personal injury, and interruption of vital services; and

NOW, THEREFORE, BE IT RESOLVED, I, Sam Storey, Mayor of the City of Capitola, do hereby proclaim April 2014 as California Safe Digging Month and encourage all excavators, homeowners, and professional contractors to call 811 in advance of all digging projects.

Sam Storey, Mayor

Signed and sealed this 24th day of April 2014

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Sneddon, Su

To: City Council
Subject: FW: AD Hoc committee for the Library

I forget to mention I have a BA in English and love, love love books.

Sandra

Begin forwarded message:

> From: Sandra Sandoval <ssandoval3@att.net>
> Subject: AD Hoc committee for the Library
> Date: April 18, 2014 10:13:53 AM PDT
> To: City_Council@ci.capitola.ca.us

>

> Dear Council Members:

>

> As the appointments to the above committee were moved up to the April 24 meeting from May I will be unable to attend as I will be in Boston.

>

> However, please consider my application and my desire to serve on the committee.

>

> I love the Capitola library. It is a tremendous resource for the community with its easy access, many programs and location next to the tot lot. The staff is stellar. I go there about 4 times a week and always notice it is packed with people. The internet stations are always full. Children play and read in the children's section. And there are always magazine and newspaper browsers. This is all beside the books and media borrowers!

>

> A larger library would be a huge enhancement to the community and I feel the same location would be appropriate and serve the greatest number of people without automobile congestion, location near apartments, condos and the Senior mobile home park on Clares.

>

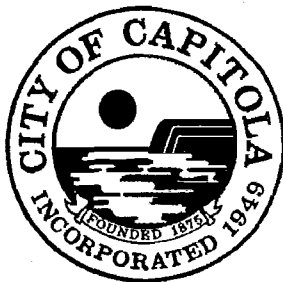
> Sandra Sandoval
> 831 316 8469

>

>

APR 18 2014
CITY OF CAPITOLA
CITY CLERK

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 24, 2014

FROM: CITY CLERK'S OFFICE

SUBJECT: APPOINTMENT(S) TO THE LIBRARY AD HOC COMMITTEE

RECOMMENDED ACTION: That the City Council considers appointment(s) to the Library Ad Hoc Committee and close the recruitment process.

BACKGROUND: At the February 13, 2014, City Council meeting appointments were made to the re-established Library Ad-Hoc Committee (Committee). At the March, 13, 2014 City Council meeting, the Council approved not appointing additional members to the Committee at the time, and to continue advertising for appointment(s) because the Committee would be taking a two-month hiatus.

DISCUSSION: Staff re-initiated recruitment on March 14, 2014, and received four applications from the following applicants:

- Shirley Manis
- Sandra Sandoval
- Rebecca Wallo
- Susan Westman

FISCAL IMPACT: None

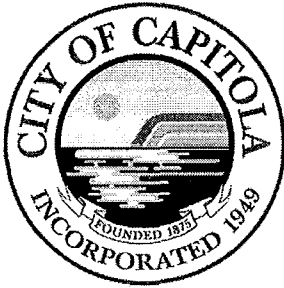
ATTACHMENT:

1. Recruitment Notice
2. Applications
3. Current Committee Roster

Report Prepared By: Susan Sneddon, CMC
City Clerk

Reviewed and Forwarded
By City Manager: 

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

APPLICATIONS FOR APPOINTMENT TO:

Capitola Library Ad Hoc Committee

NOTICE IS HEREBY GIVEN that the Capitola Library Ad Hoc Committee is being re-established. The City Council is seeking applications from persons who are interested in reviewing the various aspects of a new, permanent Capitola Branch Library, and discussion of other civic uses or accommodations for the proposed structure, outdoor space use and suggestions, potential funding sources, and scheduling. The committee will provide recommendations to the City Council for consideration. Specific questions regarding the committee can be directed to Liz Nichols, Executive Assistant to the City Manager, at (831) 475-7300, Ext. 226, or by email at lnichols@ci.capitola.ca.us.

Application Deadline: May 1, 2014

Applications may be obtained at Capitola City Hall, 420 Capitola Avenue, or by calling (831) 475-7300 and requesting an application be sent to you. In addition, a notice with an application form is available on the City's website (for printing) at www.cityofcapitola.org under "What's New" and then "View All News".

I, Susan Sneddon, City Clerk of the City of Capitola, California, hereby certify that the above Notice was posted on March 14, 2014.

Dated: March 14, 2014

Susan Sneddon
City Clerk

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FEB 26 2014

CITY OF CAPITOLA

CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

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
- Architect & 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 LIBRARY AD HOC COMMITTEE

Name: MANIS SHIRLEY A.
Last First M.I.

Telephone: (831) 462-4126 Ø (831) 419-4126
Home Business Cell

E-mail Address: smanis@cruzio.com

Physical Address of Residence: 2205 FRANCESCO CIRCLE, CAPITOLA, CA 95010

Mailing Address: (same)

Business Address: N/A

Occupation: RETIRED

Are you a resident of the City of Capitola? Yes No

Describe your qualifications and interest in serving on this Board/Commission/Committee: I AM A FORMER EDUCATOR (ELEM, MID SCHOOL, COMMUNITY COLL, ADULT ED), SOFTWARE PUBLICATIONS MANAGER, BUSINESS OWNER AND PUBLISHED CHILDREN'S BOOK AUTHOR. IN MAKING AUTHOR PRESENTATIONS, I HAVE SEEN THE CHANGING FACES OF LIBRARIES. I BELIEVE THIS COMMITTEE WILL BE A CHANCE TO HELP SHAPE

(Use additional paper, if necessary) THE FUTURE OF OUR TOWN'S LIBRARY.

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.

2-25-14
Date

Shirley E. Manis
Signature of Applicant

Mail or Deliver Application to:
 Capitola City Hall
 Attn: City Clerk
 420 Capitola Avenue, Capitola, CA 95010
 For questions please call the City Clerk at (831) 475-7300



RECEIVED
MAR 18 2014
CITY OF CAPITOLA

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

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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
- Architect & 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 LIBRARY
COMMITTEE

Name: SANDOVAL, SANDRA COMMITTEE

Telephone: 831-316-8469 Home 831-316-8469 Business Same Cell

E-mail Address: ssandova130 att.net

Physical Address of Residence: 2113 FRANCESCO, CAPITOLA 95010

Mailing Address: SAME

Business Address: ---

Occupation: RETIRED

Are you a resident of the City of Capitola? Yes No

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

1. FREQUENT LIBRARY USER
2. INTEREST IN BOOKS, READING, ALTERNATE MEDIA
3. INTEREST IN ENHANCING QUALITY OF LIFE FOR ALL

(Use additional paper, if necessary) CAPITOLA RESIDENTS

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.

3-18-14
Date

S. Sandoval
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010
For questions please call the City Clerk at (831) 475-7300

RECEIVED

APR 11 2014



CITY OF CAPITOLA

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

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
- Architect & 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 Capitola Library Ad Hoc

Name: Wallo Rebecca E. Committee
Last First M.I.

Telephone: 831-234-4611 650-823-5520
Home Business Cell

E-mail Address: Rewallo@yahoo.com

Physical Address of Residence: 190 Douglas Drive, Soquel, CA

Mailing Address: Same 95073

Business Address: Same

Occupation: Consultant - Marketing & Project Management

Are you a resident of the City of Capitola? Yes No *(previously for several years)*

Describe your qualifications and interest in serving on this Board/Commission/Committee:
Lifelong reader & user of Capitola's & other libraries. Would like to see Capitola have a great library - "a clean well-lit place to read" and relax.

(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.

4/11/14
Date

Rebecca Guille
Signature of Applicant

Mail or Deliver Application to:

Capitola City Hall
Attn: City Clerk

420 Capitola Avenue, Capitola, CA 95010

For questions please call the City Clerk at (831) 475-7300

* Previously served on Capitola Begonia Festival committee (2012). Have background in marketing & communications & business.

Susan C. Westman
507 Riverview Drive
Capitola, CA 95010
831 462 4362
Susan@bestwestman.com

RECEIVED
MAR 14 2014
CITY OF CAPITOLA

March 14, 2014

Dear Mayor and Council Members,

I apologize for this request being a little late in the process. When I heard the City was appointing a Library Ad Hoc Committee I was out of the country. I thought I had missed the opportunity to apply to be a part of this group. At last night's Council meeting you indicated you were still willing to accept applications.

I am very interested in the prospect of building a new Capitola Library. Having been involved with the planning and construction of the new Scotts Valley Library, I have good insight into many of the issues facing modern libraries. Not only do I have an understanding of library uses but an understanding of some of the unique library construction issues as well. Libraries are no longer just about books but provide numerous services and opportunities for the entire community. I would like to see Capitola have the best library facility possible for our community.

I am available to meet with each of you to discuss my request for this appointment though I will be about of town from March 19 to April 1.

Thanks you for your consideration.

Regards,


Susan Westman



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

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
- Architect & 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 Library Ad Hoc Committee

Name: Westman Susan
Last First M.I.

Telephone: 462-4362 566-9380
Home Business Cell

E-mail Address: Susan@westwestman.com

Physical Address of Residence: 507 Riverview Dr.

Mailing Address: _____

Business Address: _____

Occupation: retired

Are you a resident of the City of Capitola? Yes No

Describe your qualifications and interest in serving on this Board/Commission/Committee:
see attached letter.

(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.

3/14/14
Date

Susan Westman
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010
For questions please call the City Clerk at (831) 475-7300

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**City of Capitola**

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

CITY OF CAPITOLA

**CURRENT
 LIBRARY AD HOC COMMITTEE MEMBERS**

| <u>NAME</u> | <u>ADDRESS</u> | <u>PHONE/EMAIL ADDRESS</u> |
|------------------|--|---|
| Gorson, Barbara | 617 Riverview Drive Capitola, CA 95010 | (831) 464-6717 gorson@pacbell.net |
| Ortiz, Gayle | 517 Riverview Drive Capitola, CA 95010 | (831) 476-7016 gayle@gocapitola.com |
| Steingrube, Lisa | 701 Monterey Avenue Capitola, CA 95010 | Day: (831) 332-7920 Eve: (831)462-2577 lisasteingrube@gmail.com |
| Kraemer, Dave | 413 Pine Street Capitola, CA 95010 | (831) 566-2723 david_kraemer2001@yahoo.com |
| Termini, Michael | 503 Oak Drive Capitola, CA 95010 | (831) 476-6206 michael@triadelectric.com |
| Norton, Dennis | 712 Capitola Avenue #C Capitola, CA 95010 | (831) 476-2616 dnortondesigns@msn.com |

VACANT

STAFF REPRESENTATIVE:

Liz Nichols, Exec. Assistant to the City Manager
 (831) 475-7300, Ext. 226
lnichols@ci.capitola.ca.us

Revised: 4/14 ss

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CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 13, 2014

FROM: OFFICE OF THE CITY CLERK

SUBJECT: MINUTES OF THE MARCH 27, 2014, AND APRIL 10, 2014, REGULAR
CITY COUNCIL MEETINGS

RECOMMENDED ACTION: Approve the subject minutes as submitted.

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

ATTACHMENTS:

1. March 27, 2014, Regular City Council Meeting
2. April 10, 2014, Regular City Council Meeting

Report Prepared By: Susan Sneddon, CMC
City Clerk

Reviewed and Forwarded
By City Manager: _____

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**CAPITOLA CITY COUNCIL
REGULAR MEETING MINUTES
THURSDAY, MARCH 27, 2014 - 7:00 PM**

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

CALL TO ORDER

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

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code §54957)

City Council’s Performance Evaluation of the City Attorney.

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

Property: New Brighton Middle School Gymnasium (City of Capitola, Owner)

City Negotiator: City Manager

Negotiating Parties: City of Capitola; Soquel Union Elementary School District

Under Negotiation: Real Property Sale

Mayor Storey noted that there was no one in the audience; therefore, the City Council recessed at 6:05 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

Council Members Stephanie Harlan, Dennis Norton, Ed Bottorff, Michael Termini and Mayor Sam Storey

City Treasurer Christine McBroom was present.

2. REPORT ON CLOSED SESSION [520-25]

City Attorney Barisone stated that the City Council provided the City Attorney evaluation; and received a status report regarding conference with real property negotiators related to the New Brighton Middle School Gymnasium property; there was no reportable action.

3. ADDITIONAL MATERIALS (None provided)

4. ADDITIONS AND DELETIONS TO AGENDA (None provided)

5. PUBLIC COMMENTS

Jane Schwicherath, Seniors Council of Santa Cruz & San Benito Counties Boardmember, thanked the City Council for their financial support for Project Scout.

6. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Termini stated that on April 5th and 6th “Operation Surf” for wounded soldiers will be hosted by the City.

7. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

A. Consider nominating a Council Member to serve as a regular member of Santa Cruz Local Agency Formation Commission (LAFCO), and direct staff to forward the City Council’s nomination to the City Selection Committee for appointment. [140-55]

Item #: 9.A. Attach 1.pdf

CAPITOLA CITY COUNCIL MEETING MINUTES - Thursday, March 27, 2014

ACTION Motion made by Council Member Norton, seconded by Council Member Termini, directed staff to forward the City Council's nomination of Council Member Bottorff to the Santa Cruz City Selection Committee for an appointment to the Santa Cruz Local Agency Formation Commission (LAFCO).

8. CONSENT CALENDAR

Council Member Norton requested that Item 8.B. be pulled for discussion regarding the status of City payments to DC&E for the General Plan Update.

Community Development Director Grunow provided an update regarding the payments to DC&E.

- A. Consider approving the City Council Minutes of the Special Joint Budget Session held on February 20, 2014; and the City Council Regular Meeting held on March 13, 2014.
- B. Approval of City Check Register Reports dated February 21, 2014; February 28, 2014; March 7, 2014; and March 14, 2014. [300-10]
- C. Consider an Administrative Policy regarding Mandated Reporting of Child Abuse or Neglect. [100-10]

ACTION Motion made by Council Member Termini, seconded by Council Member Bottorff, to approve Consent Calendar Items 8.A. and 8.C. The motion was passed unanimously.

ACTION Motion made by Council Member Bottorff seconded by Council Member Termini, to approve Item 8.B. The motion was passed unanimously.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Presentation by Santa Cruz County Regional Transportation Commission Executive Director George Dondero, and Regional Transportation Plan Project Manager Ginger Dykaar, regarding the 2014 Regional Transportation Preliminary Draft Plan. [770-05]

Presentation was received.

There was Council consensus to modify the response letter to include the following: (1) Consider modifying the Regional Transportation Preliminary Draft Plan to emphasize the need for Metro bus services to be equitably distributed County-wide; and (2) the City encourages the Santa Cruz County Regional Transportation Commission to establish partnerships with local jurisdictions to help expedite development of the rail trail.

ACTION Motion made by Council Member Norton, seconded by Council Member Termini, to approved the amended City of Capitola comment letter to the Santa Cruz County Regional Transportation Commission regarding the Draft 2014 Regional Transportation Plan. The motion was passed unanimously.

- B. Consider a Resolution approving the 2014 Community Development Block Grant (CDBG) Program grant application; consider a Resolution approving the City's Housing Rehabilitation Guidelines and Homebuyer Assistance Guidelines; and consider a Resolution approving the City's CDBG Program Income Reuse Plan. [700-10/750-10]

Barbara, County resident, asked if the City's homebuyer assistance could be for non-City residents.

CAPITOLA CITY COUNCIL MINUTES – Thursday, March 27, 2014

Community Development Director Grunow responded that the homebuyer assistance is not limited to City residents.

Bay Avenue Senior Apartments resident, provided comments regarding the needs of the homeless in the community.

Council Member Norton requested that staff ascertain if the State would agree to the City amending the guidelines to include an asset limit.

ACTION **Motion made by Norton, seconded by Council Bottorff, to adopt Resolution No. 3984 approving the 2014 Community Development Block Grant (CDBG) Program grant application; adopt Resolution No. 3985 approving the City's Housing Rehabilitation Guidelines and Homebuyer Assistance Guidelines; and Resolution No. 3986 approving the City's CDBG Program Income Reuse Plan. The motion was passed unanimously.**

- C. Consider a Resolution approving the Agreement and Election to Prefund Other Post Employment Benefits (OPEB) through California Public Employees Retirement System (CalPERS); consider a Resolution approving the Delegation of Authority to Request Disbursements; authorize \$42,000 to be deposited in the California Public Employees Retirement Benefit Trust Fund (CERBT); and approve amending the City's Investment Policy to reflect contributions made to a qualified OPEB Trust Fund. [630-10]

Matt Goss, CalPERS representative, provided an overview of CERBT.

City Treasurer McBroom provided the City's Finance Advisory Committee's recommendation regarding this item.

ACTION **Motion made by Termini, seconded by Council Norton, to adopt Resolution No. 3987 approving the Agreement and Election to Prefund Other Post Employment Benefits (OPEB) through California Public Employees Retirement System (CalPERS); and Resolution No. 3988 approving the Delegation of Authority to Request Disbursements; authorize \$42,000 to be deposited in the California Public Employees Retirement Benefit Trust Fund (CERBT). The motion was passed unanimously.**

- D. Consider a Resolution supporting the passage of Assembly Bill 2026 relating to increased transparency in the sale of mobile homes. [580-40]

ACTION **Motion made by Harlan, seconded by Council Bottorff, to adopt Resolution No. 3989 supporting the passage of Assembly Bill 2026 relating to increased transparency in the sale of mobile homes. The motion was passed unanimously.**

10. ADJOURNMENT

Mayor Storey adjourned the meeting at 8:52 p.m. to the next Regular Meeting of the City Council to be held on Thursday, April 10, 2014, at 7:00 p.m., in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

Sam Storey, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

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**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION SUMMARY
THURSDAY, APRIL 10, 2014 - 7:00 PM**

CLOSED SESSION – 6:45 PM

CALL TO ORDER

Mayor Storey called the meeting to order at 6:45 PM. He announced the item to be discussed in Closed Session, as follows:

LIABILITY CLAIMS (Govt. Code §54956.95)

Claimant: Patricia Greenwood

Agency claimed against: City of Capitola

Mayor Storey noted that there was no one in the audience; therefore, the City Council recessed at 6:47 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

Council Members Dennis Norton, Ed Bottorff, Michael Termini, and Mayor Sam Storey. Council Member Stephanie Harlan was absent.

City Treasurer Christine McBroom was absent.

2. PRESENTATIONS

A. Certificate of Commendation to Detective Sarah Ryan, Detective Leo Moreno, and Sergeant Mark Gonzalez. [120-40]

Certificate was received.

B. Presentation to Police Officer Pedro Zamora and retired Police Service Canine Katie. [480-53]

Plaque was received.

C. Presentation by Michelle Williams, Arts Council Santa Cruz County Executive Director. [500-10]

Presentation was received.

3. REPORT ON CLOSED SESSION

City Attorney Barisone stated that City Council received a report regarding the Patricia Greenwood tort claim, which is on the Council's regular meeting Consent Calendar this evening; no reportable action was taken in closed session.

4. ADDITIONAL MATERIALS

The following additional material was provided for the following items:

Item No. 2.C.; 9.C.; 10.A.; 10.B.; and 10.C.

5. ADDITIONS AND DELETIONS TO AGENDA (None provided)

6. PUBLIC COMMENTS

Debora Bone, Cabrillo College Stroke Center Director, thanked the City Council for the City's continued support and provided an update on the stroke center.

Margaret Kinsler, Capitola Village Residents' Association (CVRA) representative, provided an update regarding the CVRA.

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

City Manager Goldstein announced that the California Coastal Commission approved the City's LCP (Local Coastal Program) amendment to add the Lower Pacific Cove Parking Lot to the City's Parking Meter Zone.

Council Member Norton stated that on May 4th the City's first Open Streets event will be from 11:00 a.m. to 4:00 p.m.

Council Member Termini stated that the Wounded Warrior's Operation Surf event occurred last week, and he thanked the community for their support.

Mayor Storey stated that he has been invited to attend the World Surfing Reserve Summit April 25th.

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS (None provided)

9. CONSENT CALENDAR

Council Member Norton requested clarification on Item 9.C. regarding the proposed contract with the City of Santa Cruz (Administrative Services Director Murphy responded to his question).

- A. Receive Planning Commission Action Minutes for the Regular Meeting of April 3, 2014. [740-50]
- B. Consider denying liability claim of Patricia Greenwood in the amount of \$9,500 and forward to the City's liability insurance carrier. [Claims Binder]
- C. Consider a contract with the City of Santa Cruz in an amount not to exceed \$4,500 to provide Junior Lifeguard instructor training, and authorize a \$15,000 increase in expenditures for wages paid to the Capitola Junior Lifeguard instructors during training. [1050-10/500-10 A/C: City of Santa Cruz]
- D. Consider acceptance of Association of Monterey Bay Area Governments (AMBAG) Regional Public Safety Electric Motorcycle Upgrade Program Grant of \$14,250 for the purchase of a Police Department electric motorcycle. [330-10/370-40]

ACTION **Motion made by Council Member Termini seconded by Council Member Bottorff, to approve the following Consent Calendar items: 9.A.; 9.B.; 9.C.; and 9.D. The motion was passed unanimously.**

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Consider the approval of plans, specifications, and the engineer's estimate for the construction of the McGregor Park; authorization to advertise for bids and a budget amendment allocating \$130,000 within the Capital Improvement Program from Undetermined Park Improvements to the McGregor Park Project, and modifications to the McGregor Park Donation and Sponsorship Program. [1040-20]

CAPITOLA CITY COUNCIL MINUTES – Thursday, April 10, 2014

Mayor Storey requested that the skate park portion of this proposed project return to City Council in June 2014, in order to consider expanding the pump track or dog park if there is no interest from the skate park community.

Council Member Norton requested that staff look into a pedestrian path from Park Avenue to the proposed McGregor Park.

ACTION **Motion made by Council Member Termini, seconded by Council Member Norton, to approve the plans, specifications, and the engineer's estimate for the construction of the McGregor Park; authorization to advertise for bids and a budget amendment allocating \$130,000 within the Capital Improvement Program from Undetermined Park Improvements to the McGregor Park Project; approve adjustments to the bidding process so that skate park improvements may be added as an alternate to the bid; and approve modifications to the McGregor Park Donation and Sponsorship Program. The motion was passed unanimously.**

- B. Consider the Lower Pacific Cove Parking Lot Operating Guidelines and the renaming of both the Upper and the Lower Pacific Cove Parking Lots. [265-10]

Nels Westman, Capitola Parking and Traffic Committee Chair, stated that the Parking and Traffic Commission supports the staff recommendation to approve the Operating Guidelines, and the name change for both the Upper and Lower Pacific Cove Parking Lots to "Beach and Village Parking 1 & 2."

Jim Cavanagh, Pilgrim Drive, commented on the above-ground lighting for the Lower Pacific Cove Parking Lot Project.

ACTION **Motion made by Council Member Termini, seconded by Council Member Bottorff, to approve the Operating Guidelines for the Lower Pacific Cove Parking Lot for the remainder of 2014; and approve a name change for both the Upper and Lower Pacific Cove Parking Lots to "Beach and Village Parking 1 & 2,"; and direct to staff to initiate analyzing financing plans for the construction of a Upper Pacific Cove parking structure. The motion was passed unanimously.**

- C. Consider finalizing the design and funding for the Esplanade and Stockton Avenue Intersection Improvements; and authorize advertising the project for construction bids. [490-60/940-40]

ACTION **Motion made by Council Member Norton, seconded by Council Member Termini, to approve the design modifications to the Esplanade and Stockton Avenue Intersection Improvements; to give staff the option of delaying this project until fall 2014; approved the establishment of a Village Sidewalk Cooperative Project and directed staff to move to continue contacting Village property owners to peruse cooperative agreements; and to install street lighting at the Esplanade and Stockton Avenue intersection. The motion was passed unanimously.**

- D. Consider implementing a Village "Personalized Brick" Program. [940-40]

Toni Castro, Capitola-Soquel Chamber of Commerce Chief Executive Officer, complimented the City on the Village Personalized Brick fund raiser, and recommended that the City receive a portion of the programs profits.

CAPITOLA CITY COUNCIL MINUTES – Thursday, April 10, 2014

ACTION Motion made by Council Member Norton, seconded by Council Member Termini, to authorize the Capitola Soquel Chamber of Commerce to commence the Village Personalized Brick Program, and 100% of profits of the Village Personalized Brick Program to go to the Capitola-Soquel Chamber of Commerce. The motion carried with the following vote: **AYES: Council Members Norton, Termini, and Mayor Storey. NOES: Council Member Bottorff. ABSENT: Council Member Harlan. ABSTAIN: None.**

E. Consider a contract with Community Television of Santa Cruz County, Inc., to provide programming for the City's Public, Education and Government Channels; and authorize the City Manager to execute the contract. [500-10 A/C: Community Television of Santa Cruz County, Inc.]

Nick Brandt, Community Television of Santa Cruz County Technology Director, thanked the City for their support and invited the public to attend the April 15th CTV reception from 5-7 p.m. They will be celebrating the reopening of the CTV doors after a hiatus to reinvent its entire model of delivering community media services.

ACTION Motion made by Council Member Termini, seconded by Council Member Bottorff, to authorize the City Manager to execute a contract with Community Television of Santa Cruz County, Inc. (CTV) to broadcast City Council and Planning Commission meetings; provide technical support and programming for the City's Public, Education and Government Channels; and to direct staff to evaluate ways that the City can assist in getting CTV to their previous level of funding with the intent of providing support to CTV's infrastructure. The motion was passed unanimously.

11. **ADJOURNMENT**

Mayor Storey adjourned the meeting at 9:55 p.m. to the next Regular Meeting of the City Council to be held on Thursday, April 24, 2014, at 7:00 p.m., in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

Sam Storey, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk



CITY COUNCIL AGENDA REPORT MEETING OF APRIL 24, 2014

FROM: FINANCE DEPARTMENT
SUBJECT: CITY CHECK REGISTER REPORT

RECOMMENDED ACTION: Approve the attached Check Register Reports for March 21, March 28, April 4, and April 14, 2014.

DISCUSSION: Check Registers are attached for:

| Date | Starting Check # | Ending Check # | Total Checks/EFT | Amount |
|---------|------------------|----------------|------------------|---------------|
| 3/21/14 | 75678 | 75778 | 101 | \$198,065.026 |
| 3/28/14 | 75579 | 75827 | 49 | \$113,574.33 |
| 4/4/14 | 75828 | 75883 | 57 | \$135,015.81 |
| 4/11/14 | 77000 | 77051 | 52 | \$134,585.43 |

The check register of March 14, 2014 ended with check #75677.

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

| Check | Issued to: | Dept. | Purpose | Amount |
|------------------|--------------------------|-------|-------------------------------|-------------|
| 75731 | Mayer Equipment | PD | 2006 Ford F-550 | \$33,529.69 |
| 75755 | SCC Auditor-Controller | PD | Citation Surcharges | \$11,207.50 |
| 75756 | SC Regional 911 | PD | Debt Svc and Operating Exp | \$79,297.50 |
| 75783 | Atchison, Barisone et al | CM | Feb 2014 Legal Services | \$12,277.90 |
| 75787 | Bowman & Williams | PW | Engineering Services, Feb2014 | \$11,795.97 |
| 75814 | SCC Public Works | CM | Household Haz Waste Program | \$15,625.00 |
| 75816 | Santana Paving | PW | Paving & Sidewalk Repair | \$14,950.00 |
| 75859 | PG&E | PW | Monthly Electric | \$13,217.66 |
| EFT ¹ | CalPERS Health | FIN | Apr 2014 Health Ins | \$63,900.80 |
| 77036 | Whitlow Concrete | PW | Esplanade Sidewalk Project | \$79,081.50 |

ATTACHMENTS:

1. Check Register for March 21, 2014
2. Check Register for March 28, 2014
3. Check Register for April 4, 2014
4. Check Register for April 11, 2014

Report Prepared By: Linda Benko
Accounts Payable Clerk

Reviewed and Forwarded
by City Manager: 

¹ Electronic fund transfer

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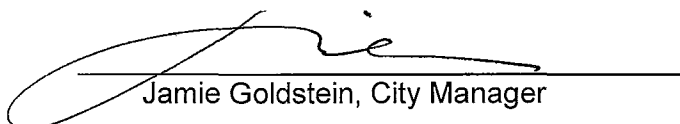
Checks dated 3/21/14 numbered 75678 to 75778 for a total of \$198,065.02 have been reviewed and authorized for distribution by the City Manager.

As of 3/21/14 the unaudited cash balance is \$2,391,216

CASH POSITION - CITY OF CAPITOLA 3/21/14

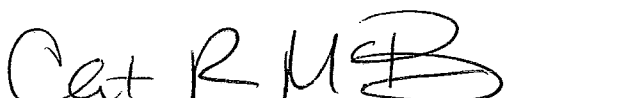
| | <u>Net Balance</u> |
|--------------------------------|---------------------|
| General Fund | \$ 346,018 |
| Contingency Reserve Fund | \$ 1,421,996 |
| Worker's Comp. Ins. Fund | \$ 114,153 |
| Self Insurance Liability Fund | \$ 153,226 |
| Stores Fund | \$ (518) |
| Information Technology Fund | \$ 102,410 |
| Equipment Replacement | \$ 182,803 |
| Compensated Absences Fund | \$ 71,128 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u>\$ 2,391,216</u> |

The Emergency Reserve Fund balance is \$676,905.54 (not included above).



 Jamie Goldstein, City Manager

 3/21/14
 Date



 Christine McBroom, City Treasurer

 4/4/2014
 Date

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|--|---|--------------------------------|--------------------|
| 75678 | 03/21/2014 Invoice 2014-00000436 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | ADAMS, BECKY | \$416.00 |
| 75679 | 03/21/2014 Invoice 45857 | Open | Date 03/18/2014 | Description Key-PD | ALLSAFE LOCK COMPANY | \$2.17 |
| 75680 | 03/21/2014 Invoice 2209-Mar14 2421-Mar14 | Open | Date 03/01/2014 03/01/2014 | Description Toll Free Line, Mar2014 Toll Free Line, Mar2014 | AT&T | \$8.75 |
| 75681 | 03/21/2014 Invoice 2014-00000437 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | BARRETT, SHARON | \$171.60 |
| 75682 | 03/21/2014 Invoice 3694025 3693988 3693979 3694067 3694057 3691980 3696747 3696769 3697543 3707992 | Open | Date 02/24/2014 02/24/2014 02/24/2014 02/24/2014 02/24/2014 02/21/2014 02/25/2014 02/25/2014 02/25/2014 03/04/2014 | Description Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense | BAY PHOTO LAB | \$997.75 |
| 75683 | 03/21/2014 Invoice 2014-00000438 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | BETZ, SHERRI | \$4,034.16 |
| 75684 | 03/21/2014 Invoice 131803 131907 | Open | Date 02/27/2014 02/28/2014 | Description Feb active meter Maintenance Repairs to paystation | CALE AMERICA INC. | \$2,282.50 |
| 75685 | 03/21/2014 Invoice 2014 | Open | Date 03/13/2014 | Description Membership, Wheeler | CALIFORNIA BUILDING OFFICIALS | \$215.00 |
| 75686 | 03/21/2014 Invoice 67880 | Open | Date 02/19/2014 | Description K-9 shadow box-Katie | CALIFORNIA COAST UNIFORM CO | \$26.05 |
| 75687 | 03/21/2014 Invoice POA3-21-14 | Open | Date 03/19/2014 | Description POA Dues, Employee Funded | CAPITOLA PEACE OFFICERS ASSOC. | \$1,573.75 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|----------------------------------|--|----------------------------------|--------------------|
| 75688 | 03/21/2014 Invoice 478151 | Open | Date 03/01/2014 | Description Apr-Sep2014, San Jose/Santa Clara Corp & Fund 1321, BIA | CERTIFIED FOLDER DISPLAY SERVICE | \$1,197.14 |
| 75689 | 03/21/2014 Invoice 2014-00000449 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | CHARLEBOIS, FREDERIC | \$5,287.65 |
| 75690 | 03/21/2014 Invoice 0198562-Mar14 | Open | Date 03/11/2014 | Description Internet Access Fund 2211, IT | Charter Communications | \$135.00 |
| 75691 | 03/21/2014 Invoice 2014-00000435 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | CLARK, DAVE | \$559.65 |
| 75692 | 03/21/2014 Invoice 45801 | Open | Date 02/26/2014 | Description Electronic update of Muni Code | CODE PUBLISHING COMPANY INC. | \$171.60 |
| 75693 | 03/21/2014 Invoice Feb2014 | Open | Date 02/28/2014 | Description Feb Drinking Water | CRYSTAL SPRINGS WATER CO. | \$119.25 |
| 75694 | 03/21/2014 Invoice 2014-00000440 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | DAVIDSON, ANA LUCIA | \$167.70 |
| 75695 | 03/21/2014 Invoice 2014-00000441 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | DICKS, CHUCK | \$259.35 |
| 75696 | 03/21/2014 Invoice 13818 13806 | Open | Date 03/11/2014 03/07/2014 | Description Supervisor Accident Report Online Form Job Application Online Form | DYNAMIC PRESS | \$85.45 |
| 75697 | 03/21/2014 Invoice 139175 | Open | Date 03/13/2014 | Description Email Security Suite, 40 mos to 6/23/17 Fund 2211, IT | EDGEWAVE | \$2,340.00 |
| 75698 | 03/21/2014 Invoice 2014-00000443 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | EVANS, PAT | \$259.35 |
| 75699 | 03/21/2014 Invoice 7634177 | Open | Date 03/07/2014 | Description Misc. Landscape Supplies | EWING IRRIGATION | \$35.42 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|----------------------------------|---|-------------------------|--------------------|
| 75700 | 03/21/2014 Invoice 929051 | Open | Date 02/24/2014 | Description Ad in Explore Silicon Valley, 2014 Edition Fund 1321, BIA | EXPLORE PUBLISHING INC. | \$1,000.00 |
| 75701 | 03/21/2014 Invoice 2014-00000444 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | FAIA, MICHELE | \$728.00 |
| 75702 | 03/21/2014 Invoice CASAT24089 | Open | Date 03/03/2014 | Description Pad & Stud Assy | FASTENAL COMPANY | \$31.06 |
| 75703 | 03/21/2014 Invoice 2014-00000445 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | FILICE, RENEE | \$202.80 |
| 75704 | 03/21/2014 Invoice 2014-00000446 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | FITZGERALD, AIMEE | \$397.80 |
| 75705 | 03/21/2014 Invoice 14-943949 14-943950 | Open | Date 03/06/2014 03/06/2014 | Description 469 Gal Ethanol 100 Gal Diesel | FLYERS ENERGY, LLC | \$2,287.85 |
| 75706 | 03/21/2014 Invoice 2014-00000447 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | FOJACO, HANYA | \$523.90 |
| 75707 | 03/21/2014 Invoice 2014-00000448 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | FOX, HELENA | \$445.90 |
| 75708 | 03/21/2014 Invoice 2014-00000442 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | GEDDES, SESE EGAN | \$265.20 |
| 75709 | 03/21/2014 Invoice 29667 | Open | Date 03/10/2014 | Description Lawn Way floats | Geo. H. Wilson, Inc. | \$648.48 |
| 75710 | 03/21/2014 Invoice 111208 | Open | Date 02/19/2014 | Description Legal Services, Jan2014 | GOLDFARB & LIPMAN, LLP | \$1,932.00 |
| 75711 | 03/21/2014 Invoice 20140315 | Open | Date 03/17/2014 | Description Reimb Travel Exp, Leadership Institute | GONZALEZ, MARK | \$453.02 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--------------------|--|-------------------------------|--------------------------|
| 75712 | 03/21/2014 Invoice 014201 | Open | Date 03/13/2014 | Description Membership, Hannah | GOV'T FINANCE OFFICERS ASSOC. | \$190.00 \$190.00 |
| 75713 | 03/21/2014 Invoice 2014-00000450 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | HARRELL, ADRIENNE | \$717.60 \$717.60 |
| 75714 | 03/21/2014 Invoice 21413 | Open | Date 02/25/2014 | Description Banding supplies Fund 1310, Gas Tax | HAWKINS TRAFFIC SAFETY SUPPLY | \$183.21 \$183.21 |
| 75715 | 03/21/2014 Invoice 2014-00000439 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | HO KUK MU SUL CORPORATION | \$253.50 \$253.50 |
| 75716 | 03/21/2014 Invoice 365110 | Open | Date 02/27/2014 | Description Sweeper parts Fund 1310, Gas Tax | HOSE SHOP | \$328.46 \$328.46 |
| 75717 | 03/21/2014 Invoice IMCA3-21-14 | Open | Date 03/19/2014 | Description Retirement Plan Contribution, Employee Fu | ICMA RETIREMENT TRUST 457 | \$4,389.16 \$4,389.16 |
| 75718 | 03/21/2014 Invoice 2014-00000451 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | INK, BRUCE | \$421.20 \$421.20 |
| 75719 | 03/21/2014 Invoice 2014-00000452 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | KAPLAN, PHIL | \$642.85 \$642.85 |
| 75720 | 03/21/2014 Invoice 249909 | Open | Date 03/07/2014 | Description Copier Use Base Charge, 3/8 to 4/7 | KBA Docusys | \$28.19 \$28.19 |
| 75721 | 03/21/2014 Invoice 2014-00000453 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | KINNAMON, LORRAINE | \$28.60 \$28.60 |
| 75722 | 03/21/2014 Invoice Feb2014 | Open | Date 02/06/2014 | Description Travel Exp, Training in Sacto | KOTILA, MATT | \$226.45 \$226.45 |
| 75723 | 03/21/2014 Invoice 2014-00000466 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | LAMB, RAVI KEN | \$359.45 \$359.45 |
| 75724 | 03/21/2014 Invoice 2014-00000454 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | LAMMAM, ELIAS | \$234.00 \$234.00 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--------------------|---|---------------------------------|--------------------|
| 75725 | 03/21/2014 Invoice 2014-00000455 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | LANCASTER, HELEN | \$218.40 |
| 75726 | 03/21/2014 Invoice 2014-00000457 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | LAURA MALLON | \$292.50 |
| 75727 | 03/21/2014 Invoice LIUNA-Mar2014 | Open | Date 03/19/2014 | Description LIUNA Pension Dues, Mar2014 | LIUNA PENSION FUND | \$633.60 |
| 75728 | 03/21/2014 Invoice 2014-00000456 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MAC LAUGHLIN, DAWN | \$533.00 |
| 75729 | 03/21/2014 Invoice 2014-00000458 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MARRUJO, SANDY | \$354.90 |
| 75730 | 03/21/2014 Invoice 2014-00000459 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MATTERN, MARK | \$374.40 |
| 75731 | 03/21/2014 Invoice 20140312 | Open | Date 03/19/2014 | Description 2006 Ford F-550 Aerial Fund 2212, Equip Replacement | MAYER EQUIPMENT INC. | \$33,529.69 |
| 75732 | 03/21/2014 Invoice 2014-00000460 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MCCUTCHEN, SUELLEN | \$250.25 |
| 75733 | 03/21/2014 Invoice Riparian 19 | Open | Date 03/18/2014 | Description Riparian Restoration FY 13/14 | McMENAMIN, GEORGE | \$965.61 |
| 75734 | 03/21/2014 Invoice 372728 | Open | Date 02/24/2014 | Description PW F-800 Dump Truck Blade | MID-COUNTY AUTO SUPPLY | \$17.47 |
| 75735 | 03/21/2014 Invoice 2014-00000461 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MILES, MITCHELL | \$1,119.30 |
| 75736 | 03/21/2014 Invoice 85387 | Open | Date 03/04/2014 | Description March Storage, Feb Handling: Rcds Mgmt | MILLER'S TRANSFER & STORAGE CO. | \$259.60 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--|---|--------------------------------|--------------------|
| 75737 | 03/21/2014 Invoice 47983 | Open | Date 02/28/2014 | Description Business Cards, Cattan Fund 2210, Stores | MISSION PRINTERS | \$61.53 |
| 75738 | 03/21/2014 Invoice 2014-00000462 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MITCHELL, JEANI | \$572.00 |
| 75739 | 03/21/2014 Invoice 2014-00000463 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | MONIZ, CHARMAINE | \$85.80 |
| 75740 | 03/21/2014 Invoice 2014-00000464 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | NOLAN, WENDY | \$156.00 |
| 75741 | 03/21/2014 Invoice 240383 240461 240484 | Open | Date 02/28/2014 03/05/2014 03/07/2014 | Description Retainer, PW F-250 Bellcrank, PD061 Door Links, PD061 | NORTH BAY FORD | \$83.62 |
| 75742 | 03/21/2014 Invoice 6007-6128123 6013-1230994 4157014 6013-6121842 | Open | Date 02/27/2014 02/28/2014 03/03/2014 03/03/2014 | Description Misc. Sockets - Jesse Adhesive Tools, Fleet | ORCHARD SUPPLY HARDWARE | \$184.39 |
| 75743 | 03/21/2014 Invoice 8711 | Open | Date 02/28/2014 | Description Feb 2014 Services, Environ. Sampling, Pac Fund 1200, CIP | PACIFIC CREST ENGINEERING INC. | \$1,197.50 |
| 75744 | 03/21/2014 Invoice PG1117051 | Open | Date 03/06/2014 | Description Lifeguard towers | PACIFIC GALVANIZING | \$491.59 |
| 75745 | 03/21/2014 Invoice 254125 9007958 253728-1 255348 | Open | Date 03/04/2014 03/05/2014 03/05/2014 03/12/2014 | Description Paper, City Hall Museum Supplies Office Supplies, City Hall Office Supplies, City Hall Fund 2210, Stores | PALACE ART & OFFICE SUPPLIES | \$292.66 |
| 75746 | 03/21/2014 Invoice 012014070 | Open | Date 02/26/2014 | Description Citation Surcharges, Feb 2014 | PHOENIX GROUP INFORMATION SYS. | \$1,542.20 |
| 75747 | 03/21/2014 Invoice 507366 | Open | Date 03/18/2014 | Description Field paint & striper machine | PIONEER MANUFACTURING CO. | \$1,774.81 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|----------------------------------|---|-----------------------------------|--------------------|
| 75748 | 03/21/2014 Invoice 2014-00000434 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | PORTER, ANDREW | \$374.00 |
| 75749 | 03/21/2014 Invoice 2014-00000465 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | POT, TRENISE | \$1,370.85 |
| 75750 | 03/21/2014 Invoice 48580720 | Open | Date 02/20/2014 | Description Gases, Corp Yd | PRAXAIR DISTRIBUTION INC. | \$113.02 |
| 75751 | 03/21/2014 Invoice 30087573 | Open | Date 03/04/2014 | Description Wharf spikes Fund 1311, Wharf Fund | ProBUILD COMPANY LLC | \$75.76 |
| 75752 | 03/21/2014 Invoice 19498 | Open | Date 03/01/2014 | Description Subscription Svc, Apr 1-Jun 30 2014 | PUBLIC ENGINES, INC./CRIME REPORT | \$597.00 |
| 75753 | 03/21/2014 Invoice 7719-579189 | Open | Date 03/03/2014 | Description Misc. electrical | ROYAL WHOLESALE ELECTRIC | \$16.11 |
| 75754 | 03/21/2014 Invoice 184706 | Open | Date 02/06/2014 | Description Auto parts | SANTA CRUZ AUTO PARTS INC. | \$217.62 |
| 75755 | 03/21/2014 Invoice Feb2014 | Open | Date 03/13/2014 | Description Citations Surcharges, Feb 2014 | SCC AUDITOR-CONTROLLER | \$11,207.50 |
| 75756 | 03/21/2014 Invoice Debt Svc FY13/14 Opr-Q4 FY13/14 | Open | Date 03/01/2014 03/01/2014 | Description 2nd half FY13/14 capital/debt service 13/14 fourth quarter operating | SANTA CRUZ REGIONAL 911 | \$79,297.50 |
| 75757 | 03/21/2014 Invoice 2040516-Feb2014 | Open | Date 03/06/2014 | Description Legal Ads, Feb 2014 Fund 1000, Gen Fund=\$323.14 Fund 1350, CDBG Grants=\$282.37 | SANTA CRUZ SENTINEL | \$605.51 |
| 75758 | 03/21/2014 Invoice March 2014 | Open | Date 03/06/2014 | Description March 2014 payment, Animal Svc Contract | SCC ANIMAL SERVICES AUTHORITY | \$5,000.00 |
| 75759 | 03/21/2014 Invoice 1311 | Open | Date 02/26/2014 | Description Wireless Presenter Fund 2211, IT | STAPLES | \$35.50 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|----------------------------------|---|---|--------------------|
| 75760 | 03/21/2014 Invoice 954791104 | Open | Date 03/08/2014 | Description Shipping-PD | UNITED PARCEL SERVICE | \$7.17 |
| 75761 | 03/21/2014 Invoice UW-Mar2014 | Open | Date 03/19/2014 | Description Employee Contributions, Mar 2014 | UNITED WAY OF SCC | \$50.00 |
| 75762 | 03/21/2014 Invoice UPEC Mar2014 | Open | Date 03/19/2014 | Description Union Dues, Mar 2014, Employee Funded | UPEC LIUNA LOCAL 792 | \$1,162.00 |
| 75763 | 03/21/2014 Invoice PARS3-21-14 | Open | Date 03/19/2014 | Description Retirement Plan Contribution, Employee Fu | US Bank Institutional Trust-Western Regic | \$451.94 |
| 75764 | 03/21/2014 Invoice 44520 44849 | Open | Date 02/19/2014 03/10/2014 | Description PIR Prints Prints Fund 1000, Gen Fund=\$17.36 Fund 2210, Stores=\$71.94 | WATSONVILLE BLUEPRINT | \$89.30 |
| 75765 | 03/21/2014 Invoice 2014-00000433 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | WEINSTEIN, JOHANNA | \$358.80 |
| 75766 | 03/21/2014 Invoice 2014-00000467 | Open | Date 03/18/2014 | Description Early Spring Instructor Payments 2014 | YVARRA, MARCELLA | \$97.50 |
| 75767 | 03/21/2014 Invoice 151048 | Open | Date 02/28/2014 | Description Permit Parking signs Fund 1310, Gas Tax | ZUMAR INDUSTRIES INC. | \$1,222.74 |
| 75768 | 03/21/2014 Invoice 14-034 | Open | Date 03/13/2014 | Description Refund Planning Fees | Biancalani, David | \$2,198.00 |
| 75769 | 03/21/2014 Invoice 14-021 | Open | Date 03/13/2014 | Description Tree Removal Deposit Refund | Bugge, Anthony | \$500.00 |
| 75770 | 03/21/2014 Invoice 13-130 | Open | Date 03/13/2014 | Description Refund Tree Removal Deposit | Cramer, Stephen | \$500.00 |
| 75771 | 03/21/2014 Invoice CG411728 | Open | Date 03/18/2014 | Description Pac Cove Evidence Room flooring Fund 1200, CIP | Floors Etc. | \$5,698.56 |

City Checks Issued 3/21/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--------------------|--|------------------------------|--------------------------|
| 75772 | 03/21/2014 Invoice 10298975-76 | Open | Date 03/06/2014 | Description POST for Farotte | Fresno City College | \$57.00 \$57.00 |
| 75773 | 03/21/2014 Invoice 60736537 | Open | Date 03/17/2014 | Description Vazquez ARIDE class | Holiday Inn Fresno | \$192.10 \$192.10 |
| 75774 | 03/21/2014 Invoice 327PLBBN | Open | Date 03/17/2014 | Description Garrett hotel for Evidence conf. | Newport Beach Marriott Hotel | \$596.84 \$596.84 |
| 75775 | 03/21/2014 Invoice 12136794 | Open | Date 03/17/2014 | Description Refund cite 12136794 | Smith, Jenele | \$10.00 \$10.00 |
| 75776 | 03/21/2014 Invoice 2014-00000428 | Open | Date 03/13/2014 | Description Museum Misc Supplies | Smith, Linda | \$448.93 \$448.93 |
| 75777 | 03/21/2014 Invoice 2709 | Open | Date 03/11/2014 | Description Radios Fund 1300, SLESF | Wireless US, LC | \$1,825.00 \$1,825.00 |
| 75778 | 03/21/2014 Invoice 20140307 | Open | Date 03/20/2014 | Description Reimb Travel Expenses, CALBO Training | WHEELER, MARK | \$1,433.98 \$1,433.98 |

Check Totals:

Count: 101

TOTAL \$198,065.02

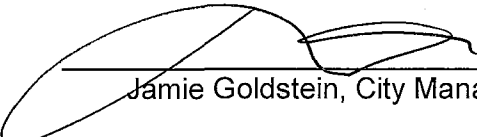
Checks dated 3/28/14 numbered 75779 to 75827 for a total of \$113,574.33 have been reviewed and authorized for distribution by the City Manager.

As of 3/28/14 the unaudited cash balance is \$2,825,328

CASH POSITION - CITY OF CAPITOLA 3/28/14

| | <u>Net Balance</u> |
|--------------------------------|---------------------|
| General Fund | \$ 787,236 |
| Contingency Reserve Fund | \$ 1,421,996 |
| Worker's Comp. Ins. Fund | \$ 114,153 |
| Self Insurance Liability Fund | \$ 153,226 |
| Stores Fund | \$ (720) |
| Information Technology Fund | \$ 99,941 |
| Equipment Replacement | \$ 182,803 |
| Compensated Absences Fund | \$ 66,694 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u>\$ 2,825,328</u> |

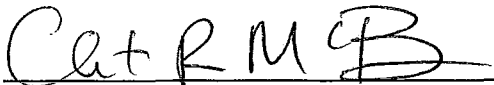
The Emergency Reserve Fund balance is \$676,905.54 (not included above).



Jamie Goldstein, City Manager

3/28/14

Date



Christine McBroom, City Treasurer

4/4/2014

Date

City Checks Issued 3/28/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|--|---|--------------------------------|--------------------|
| 75779 | 03/26/2014 Invoice Feb-Mar2014 | Open | Date 03/06/2014 | Description City Credit Card Charges, Feb-Mar2014 Fund 1000, Gen Fund=\$2566.65 Fund 2211, IT=\$936.86 | BANK OF AMERICA | \$3,503.51 |
| 75780 | 03/28/2014 Invoice 314-02 | Open | Date 03/20/2014 | Description Soquel Creek Monitoring 2/4-3/19/14 | ALLEY, DONALD | \$5,742.35 |
| 75781 | 03/28/2014 Invoice 76969 | Open | Date 03/17/2014 | Description Sewer hose | ALWAYS UNDER PRESSURE | \$232.00 |
| 75782 | 03/28/2014 Invoice 5132941 | Open | Date 02/27/2014 | Description Telephone & T-1 Lines Fund 1000, Gen Fund=\$1643.58 Fund 2211, IT=\$278.63 | AT&T/CALNET 2 | \$1,922.21 |
| 75783 | 03/28/2014 Invoice Feb2014 | Open | Date 03/21/2014 | Description Feb 2014 Legal Services | ATCHISON, BARISONE, & CONDOTTI | \$12,277.90 |
| 75784 | 03/28/2014 Invoice 3700825 3698601 3700826 3710535 | Open | Date 02/27/2014 02/26/2014 02/27/2014 03/05/2014 | Description Museum Display Expense Museum Display Expense Museum Display Expense Museum Display Expense | BAY PHOTO LAB | \$222.44 |
| 75785 | 03/28/2014 Invoice 175192 | Open | Date 03/06/2014 | Description Wood - beach openings | BIG CREEK LUMBER | \$167.54 |
| 75786 | 03/28/2014 Invoice 337294 | Open | Date 02/26/2014 | Description Smog Inspection, 1999 F-250 | BOBBY'S PIT STOP INC. | \$40.75 |
| 75787 | 03/28/2014 Invoice 8175 8187 | Open | Date 03/05/2014 03/05/2014 | Description Feb2014 Services, Pac Cove MHP Feb2014 Services, Esplanade Sidewalk Fund 1000, Gen Fund=\$948.75 Fund 1421, Pac Cove=\$10847.22 | BOWMAN & WILLIAMS, INC. | \$11,795.97 |
| 75788 | 03/28/2014 Invoice 020473 | Open | Date 03/05/2014 | Description Refund, Rossi's Towing charge | CA DEPARTMENT OF JUSTICE | \$32.00 |
| 75789 | 03/28/2014 | Open | | | Charter Communications | \$2,545.19 |

City Checks Issued 3/28/2014

| Invoice | Date | Description | Amount | |
|-----------------|------------|---|--------------------------------|------------|
| 0225381-Feb14 | 02/25/2014 | Internet Service | \$116.72 | |
| 0226728-Mar14 | 03/23/2014 | High Speed Internet | \$1,793.05 | |
| 0226710-Mar14 | 03/17/2014 | Corp Yd High Speed Line | \$635.42 | |
| | | Fund 1000, Gen Fund=\$1345.19 | | |
| | | Fund 12211, IT=\$1200.00 | | |
| 75790 | 03/28/2014 | Open | CLEAN BUILDING MAINTENANCE | \$3,934.30 |
| Invoice | Date | Description | Amount | |
| 12299 | 02/27/2014 | Facility Cleaning Services, Feb 2014 | \$3,934.30 | |
| | | Fund 1000, Gen Fund=\$3716.80 | | |
| | | Fund 1311, Wharf Fund=\$217.50 | | |
| 75791 | 03/28/2014 | Open | CLEAN SOURCE | \$1,329.59 |
| Invoice | Date | Description | Amount | |
| 1375525 | 03/04/2014 | Cleaning supplies | \$1,329.59 | |
| 75792 | 03/28/2014 | Open | COMPLETE MAILING SERVICE INC | \$1,476.37 |
| Invoice | Date | Description | Amount | |
| 63697 | 03/25/2014 | Mailing services Late Spring brochure | \$1,476.37 | |
| 75793 | 03/28/2014 | Open | CRESTOR INC. | \$345.32 |
| Invoice | Date | Description | Amount | |
| R214823 | 03/21/2014 | Two Each Custom Bronze Plaques | \$345.32 | |
| 75794 | 03/28/2014 | Open | ELEVATOR SERVICE COMPANY, INC. | \$165.00 |
| Invoice | Date | Description | Amount | |
| 8625 | 03/01/2014 | Quarterly Lube & Insp, City Hall Elevator | \$165.00 | |
| 75795 | 03/28/2014 | Open | FIRST ALARM | \$117.87 |
| Invoice | Date | Description | Amount | |
| 717668 | 03/17/2014 | 4/1-6/30/14 Mall | \$117.87 | |
| 75796 | 03/28/2014 | Open | FLYERS ENERGY, LLC | \$2,240.58 |
| Invoice | Date | Description | Amount | |
| 14-947170 | 03/17/2014 | 493 Gal Ethanol | \$2,024.91 | |
| 14-947171 | 03/17/2014 | 57 Gal Diesel | \$215.67 | |
| 75797 | 03/28/2014 | Open | FLYNN, CAROLYN | \$7,550.00 |
| Invoice | Date | Description | Amount | |
| CBF-2-2014 | 02/28/2014 | Feb 2014 Services | \$7,550.00 | |
| | | Fund 1000, Gen Fund=\$2500.00 | | |
| | | Fund 1350, CDBG Grants=\$300.00 | | |
| | | Fund 1351, CDBG Program income=\$500.00 | | |
| | | Fund 1372, Housing Trust Fund=\$4250.00 | | |
| 75798 | 03/28/2014 | Open | GRANITE ROCK COMPANY | \$425.01 |
| Invoice | Date | Description | Amount | |
| 816642 | 03/15/2014 | Parking stops for upper Pac Cove | \$425.01 | |
| | | Fund 1421, Pac Cove | | |
| 75799 | 03/28/2014 | Open | GREENSFELDER COMMERCIAL REAL | \$1,500.00 |
| Invoice | Date | Description | Amount | |
| Capitola2014-02 | 02/28/2014 | Chamber presentation | \$1,500.00 | |

City Checks Issued 3/28/2014

| Invoice # | Date | Status | Description | Amount |
|----------------------|-----------------|--------|--|-------------------|
| 75800 | 03/28/2014 | Open | GULPABLE LLC | \$2,055.25 |
| Invoice 4343 | Date 03/18/2014 | | Description Four BaitTanks + tax & shipping | Amount \$2,055.25 |
| 75801 | 03/28/2014 | Open | HOLLISTER HONDA | \$481.39 |
| Invoice 133320 | Date 03/19/2014 | | Description Install baton holder on motor | Amount \$481.39 |
| 75802 | 03/28/2014 | Open | INTERSTATE BATTERY SYSTEM | \$236.97 |
| Invoice 50239311 | Date 03/03/2014 | | Description Two batteries | Amount \$236.97 |
| 75803 | 03/28/2014 | Open | KIMLEY-HORN AND ASSOCIATES, INC | \$3,311.61 |
| Invoice 5486921 | Date 12/31/2013 | | Description Peer Review, Monarch Cove | Amount \$3,311.61 |
| 75804 | 03/28/2014 | Open | LEWIS TREE SERVICE INC. | \$1,800.00 |
| Invoice 22000 | Date 03/19/2014 | | Description Prune Cap. Ave. palms | Amount \$1,800.00 |
| 75805 | 03/28/2014 | Open | MEDCO SUPPLY CO. | \$222.50 |
| Invoice 41789755 | Date 03/25/2014 | | Description Supplies | Amount \$222.50 |
| 75806 | 03/28/2014 | Open | MID-COUNTY AUTO SUPPLY | \$694.88 |
| Invoice 373249 | Date 02/28/2014 | | Description Fleet Supplies | Amount \$16.43 |
| 372996 | Date 02/26/2014 | | Description Starter, PW F-250 | Amount \$169.17 |
| 373651 | Date 03/04/2014 | | Description Connector, PW Vehicle | Amount \$15.56 |
| 373476 | Date 03/03/2014 | | Description Beacons, PW Vehicles | Amount \$488.40 |
| 373561 | Date 03/04/2014 | | Description Wheel Polishing Compound | Amount \$5.32 |
| 75807 | 03/28/2014 | Open | MISSION PRINTERS | \$38.78 |
| Invoice 47814 | Date 02/06/2014 | | Description Business Cards, Asst Planner | Amount \$38.78 |
| | | | Description Fund 2210, Stores | |
| 75808 | 03/28/2014 | Open | NEOGOV | \$1,950.00 |
| Invoice 07-11530 | Date 03/05/2014 | | Description Performance Eval Module, 12 mos. | Amount \$1,950.00 |
| 75809 | 03/28/2014 | Open | ORCHARD SUPPLY HARDWARE | \$915.56 |
| Invoice 6011-4790262 | Date 03/04/2014 | | Description Broom | Amount \$19.02 |
| 6007-6129066 | Date 03/04/2014 | | Description Misc. | Amount \$25.87 |
| 6011-4790482 | Date 03/05/2014 | | Description Misc. tools - Matt | Amount \$102.17 |
| 6007-2439273 | Date 03/05/2014 | | Description Misc. | Amount \$101.07 |
| 6010-5886885 | Date 03/05/2014 | | Description Electrical supplies | Amount \$17.44 |
| 6011-4790792 | Date 03/06/2014 | | Description Tools - Jesse | Amount \$46.73 |
| 6005-3528117 | Date 03/10/2014 | | Description Misc. - beach repair | Amount \$62.31 |
| 6011-4792353 | Date 03/11/2014 | | Description Misc. | Amount \$65.40 |
| 6011-4792377 | Date 03/11/2014 | | Description Misc. electrical - PC Pay stations | Amount \$78.00 |
| 6007-9870942 | Date 03/13/2014 | | Description Supplies-Rec | Amount \$93.87 |
| 6007-2431063 | Date 03/14/2014 | | Description Tools, Fleet | Amount \$86.97 |
| 6125763 | Date 03/19/2014 | | Description Cleaning supplies | Amount \$6.49 |

City Checks Issued 3/28/2014

| | | | | |
|-------------|------------|------|---|-------------|
| 6125822 | 03/19/2014 | | Landscape supplies | \$24.44 |
| 2120060 | 03/19/2014 | | Misc. | \$26.07 |
| 1236069 | 03/21/2014 | | Misc. | \$39.11 |
| 6123821 | 03/24/2014 | | Brushes | \$8.69 |
| 6123823 | 03/24/2014 | | Misc. | \$10.86 |
| 4796221 | 03/24/2014 | | Misc. | \$40.22 |
| 2120937 | 03/24/2014 | | Misc. | \$11.95 |
| 2120935 | 03/24/2014 | | Drill bits | \$27.18 |
| 6126168 | 03/25/2014 | | Sawzall blades | \$21.70 |
| 75810 | 03/28/2014 | Open | | |
| | | | PALACE ART & OFFICE SUPPLIES | \$324.17 |
| Invoice | Date | | Description | Amount |
| 254178 | 03/04/2014 | | Office supplies-PD | \$160.86 |
| 257417 | 03/25/2014 | | Office-Supplies, City Hall | \$163.31 |
| | | | Fund 1000, Gen Fund=\$160.86 | |
| | | | Fund 2210, Stores=\$163.31 | |
| 75811 | 03/28/2014 | Open | | |
| | | | PERFORMANCE PAINTING CO. | \$4,350.00 |
| Invoice | Date | | Description | Amount |
| 772567 | 03/23/2014 | | Paint museum | \$2,450.00 |
| 772568 | 03/24/2014 | | Prep, paint PD Evidence Trailer | \$1,900.00 |
| | | | Fund 1000, Gen Fund=\$2450.00 | |
| | | | Fund 1421, Pac Cove=\$1900.00 | |
| 75812 | 03/28/2014 | Open | | |
| | | | PHANTON, FRANK | \$625.00 |
| Invoice | Date | | Description | Amount |
| 20140228 | 02/28/2014 | | Elec & Mech Svcs for Relocated Trailer | \$625.00 |
| 75813 | 03/28/2014 | Open | | |
| | | | ProBUILD COMPANY LLC | \$320.76 |
| Invoice | Date | | Description | Amount |
| 30087859 | 03/05/2014 | | Wharf wood | \$141.47 |
| 30088107 | 03/05/2014 | | Wharf wood | \$114.32 |
| 30090259 | 03/13/2014 | | Redwood | \$12.08 |
| 30091692 | 03/18/2014 | | Redwood | \$27.79 |
| 30092423 | 03/20/2014 | | Wood | \$25.10 |
| | | | Fund 1000, Gen Fund=\$64.97 | |
| | | | Fund 1311, Wharf Fund=\$255.79 | |
| 75814 | 03/28/2014 | Open | | |
| | | | SCC DEPT OF PUBLIC WORKS | \$15,625.00 |
| Invoice | Date | | Description | Amount |
| Fy13/14HHWC | 03/21/2014 | | FY13/14 Household Hazardous Waste Col | \$15,625.00 |
| 75815 | 03/28/2014 | Open | | |
| | | | SANTA CRUZ ELECTRONICS, INC. | \$54.07 |
| Invoice | Date | | Description | Amount |
| 417922 | 03/03/2014 | | PCI Card, IT | \$54.07 |
| | | | Fund 2211, IT | |
| 75816 | 03/28/2014 | Open | | |
| | | | SANTANA PAVING & GRADING INC. | \$14,950.00 |
| Invoice | Date | | Description | Amount |
| 1667 | 03/13/2014 | | Sidewalk & Paving work @ Jade Street Pa | \$9,950.00 |
| 1669 | 03/19/2014 | | paving repairs @ 41st, 47th, 49th | \$5,000.00 |
| | | | Fund 1310, Gas Tax Fund | |
| 75817 | 03/28/2014 | Open | | |
| | | | SOQUEL CREEK WATER DISTRICT | \$203.02 |
| Invoice | Date | | Description | Amount |
| Jan-Feb14a | 02/27/2014 | | Water Use | \$203.02 |

City Checks Issued 3/28/2014

| Check # | Date | Status | Description | Amount |
|---------------|------------|--------------------------------------|--------------------------------|------------|
| 75818 | 03/28/2014 | Open | SPRINT | \$4,053.48 |
| Invoice | Date | Description | Amount | |
| 974855313-147 | 02/27/2014 | Cell Phone Service | \$4,053.48 | |
| 75819 | 03/28/2014 | Open | T & T PAVEMENT MARKINGS | \$846.93 |
| Invoice | Date | Description | Amount | |
| 2014144 | 03/03/2014 | Sign supplies | \$846.93 | |
| | | Fund 1310, Gas Tax Fund | | |
| 75820 | 03/28/2014 | Open | THE HARTFORD -PRIORITY ACCOUNT | \$1,804.67 |
| Invoice | Date | Description | Amount | |
| 6700038-0 | 03/21/2014 | Apr 2014 Life & Disability Insurance | \$1,804.67 | |
| 75821 | 03/28/2014 | Open | TRANSPARENT GLASS COATINGS, IN | \$621.00 |
| Invoice | Date | Description | Amount | |
| 31214 | 03/12/2014 | window coating for new evidence room | \$621.00 | |
| | | Fund 1300, SLESF | | |
| 75822 | 03/28/2014 | Open | UNITED PARCEL SERVICE | \$21.67 |
| Invoice | Date | Description | Amount | |
| 954791114 | 03/15/2014 | Shipping-PD | \$21.67 | |
| 75823 | 03/28/2014 | Open | ZEE MEDICAL SERVICE CO. | \$102.23 |
| Invoice | Date | Description | Amount | |
| 66 286253 | 03/24/2014 | Medical supplies | \$102.23 | |
| 75824 | 03/28/2014 | Open | Bruce, Suzette | \$271.00 |
| Invoice | Date | Description | Amount | |
| 2014-00000469 | 03/25/2014 | JG refund | \$271.00 | |
| 75825 | 03/28/2014 | Open | Gruber, Teresa | \$62.50 |
| Invoice | Date | Description | Amount | |
| 2014-00000473 | 03/25/2014 | Center rental deposit refund | \$62.50 | |
| 75826 | 03/28/2014 | Open | HomeAgain | \$17.99 |
| Invoice | Date | Description | Amount | |
| 2014-00000474 | 03/27/2014 | Chipping for new K-9 Kato | \$17.99 | |
| 75827 | 03/28/2014 | Open | Zuniga, Nora | \$48.00 |
| Invoice | Date | Description | Amount | |
| 2014-00000472 | 03/25/2014 | Class refund | \$48.00 | |

| | | | | |
|---------------|-------|----|-------|--------------|
| Check Totals: | Count | 49 | TOTAL | \$113,574.33 |
|---------------|-------|----|-------|--------------|

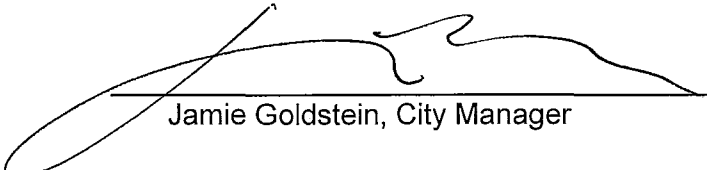
Checks dated 4/4/14 numbered 75828 to 75883 plus one EFT for a total of \$135,015.81 have been reviewed and authorized for distribution by the City Manager.

As of 4/4/14 the unaudited cash balance is \$2,514,236

CASH POSITION - CITY OF CAPITOLA 4/4/14

| | <u>Net Balance</u> |
|--------------------------------|---------------------|
| General Fund | \$ 479,766 |
| Contingency Reserve Fund | \$ 1,421,996 |
| Worker's Comp. Ins. Fund | \$ 114,153 |
| Self Insurance Liability Fund | \$ 153,226 |
| Stores Fund | \$ (3,027) |
| Information Technology Fund | \$ 98,625 |
| Equipment Replacement | \$ 182,803 |
| Compensated Absences Fund | \$ 66,694 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u>\$ 2,514,236</u> |

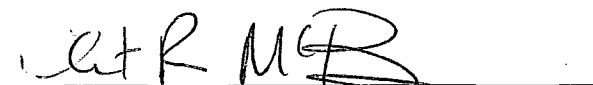
The Emergency Reserve Fund balance is \$676,905.54 (not included above).



Jamie Goldstein, City Manager

4/4/14

Date



Christine McBroom, City Treasurer

4/4/2014

Date

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|----------------------------------|---|-------------------------------------|--------------------|
| 75828 | 04/04/2014 Invoice 215232 | Open | Date 03/24/2014 | Description Mar2014 Suppl Ins, Employee Funded | AFLAC | \$466.76 |
| 75829 | 04/04/2014 Invoice 13-182 13-170 | Open | Date 03/28/2014 03/28/2014 | Description Historic Resource Eval, 401 Cap Ave. Historic Resource Eval, 207 Calif Ave. | ARCHIVES & ARCHITECTURE, LLC | \$4,500.00 |
| 75830 | 04/04/2014 Invoice 201405-1 | Open | Date 04/01/2014 | Description McGregor Park Construction Documents Fund 1200, CIP | ARNONE, MICHAEL | \$3,606.25 |
| 75831 | 04/04/2014 Invoice 40912 | Open | Date 03/22/2014 | Description Meter Reading, Wharf-Mar2014 Fund 1311, Wharf Fund | AUTOMATION TEST ASSOCIATES | \$25.00 |
| 75832 | 04/04/2014 Invoice 3716108 | Open | Date 03/10/2014 | Description Museum Display Expense | BAY PHOTO LAB | \$8.46 |
| 75833 | 04/04/2014 Invoice 131940 132081 | Open | Date 03/11/2014 03/27/2014 | Description Vault door-service to paystation Vault door assembly | CALE AMERICA INC. | \$2,046.30 |
| 75834 | 04/04/2014 Invoice 2341 2316 | Open | Date 03/05/2014 02/19/2014 | Description Uniform Expense, Moreno K-9 Pin, Dally | CALIFORNIA COAST UNIFORM CO | \$377.04 |
| 75835 | 04/04/2014 Invoice Apr2014 | Open | Date 03/21/2014 | Description Long Term Disability, PD | CALIF LAW ENFORCEMENT ASSOC | \$514.50 |
| 75836 | 04/04/2014 Invoice POA4-4-14 | Open | Date 04/02/2014 | Description POA Dues, Employee Funded | CAPITOLA PEACE OFFICERS ASSOC | \$1,561.25 |
| 75837 | 04/04/2014 Invoice 647 | Open | Date 03/27/2014 | Description Quarterly Payment | CAPITOLA-SOQUEL CHAMBER OF COMMERCE | \$7,500.00 |
| 75838 | 04/04/2014 Invoice 2014-00000476 | Open | Date 03/31/2014 | Description Early Spring Inst. Payments | CHARLEBOIS, FREDERIC | \$57.85 |

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|-----------------------|--------|--------------|---|-------------------------------|--------------------|
| 75839 | 04/04/2014 Invoice | Open | | | Charter Communications | \$1,430.41 |
| | 0225381-Mar14 | | 03/25/2014 | Internet Service | | \$115.00 |
| | 0225381-Apr14 | | 03/25/2014 | Apr2014 Internet Access, Washburn | | \$231.72 |
| | 0038586-Mar14 | | 03/21/2014 | Internet Service Upgrade | | \$1,083.69 |
| | | | | Fund 1000, Gen Fund=\$115.00 | | |
| | | | | Fund 2211, IT=\$1315.41 | | |
| 75840 | 04/04/2014 Invoice | Open | | | DE LAGE LANDEN FINANCIAL SVCS | \$335.61 |
| | 40725571 | | 03/22/2014 | Acct 371362, Copier Lease Pymt, SharpM. | | \$335.61 |
| | | | | Fund 2210-Stores | | |
| 75841 | 04/04/2014 Invoice | Open | | | DEPARTMENT OF CONSUMER AFFAIR | \$115.00 |
| | Jesberg-2014 | | 03/31/2014 | License, Jesberg | | \$115.00 |
| 75842 | 04/04/2014 Invoice | Open | | | EXTRA SPACE STORAGE OF SC | \$331.00 |
| | 2014 | | 03/24/2014 | Unit B120, Extra storage, PD (2522221) | | \$331.00 |
| 75843 | 04/04/2014 Invoice | Open | | | FASTENAL COMPANY | \$345.57 |
| | CASAT24225 | | 03/12/2014 | Auto Parts | | \$345.57 |
| 75844 | 04/04/2014 Invoice | Open | | | FEDERAL EXPRESS | \$198.74 |
| | 2-596-01936 | | 03/21/2014 | Shipping Expenses | | \$198.74 |
| 75845 | 04/04/2014 Invoice | Open | | | FLYERS ENERGY, LLC | \$3,846.54 |
| | 14-949657 | | 03/24/2014 | 722 Gal Ethanol | | \$2,995.24 |
| | 14-949659 | | 03/24/2014 | 225 Gal Diesel | | \$851.30 |
| 75846 | 04/04/2014 Invoice | Open | | | GONZALEZ, ESMERALDA | \$717.94 |
| | Costco 3/14 | | 03/28/2014 | Office supplies, PD | | \$114.37 |
| | 20140328 | | 03/28/2014 | Reimb Education Expenses | | \$603.57 |
| 75847 | 04/04/2014 Invoice | Open | | | HEALTH EDUCATION SERVICES | \$134.85 |
| | 17432 | | 03/25/2014 | AED battery | | \$134.85 |
| 75848 | 04/04/2014 Invoice | Open | | | HOWELLS, NANCY | \$115.05 |
| | 2014-00000475 | | 03/31/2014 | Early Spring Inst. Payments | | \$115.05 |
| 75849 | 04/04/2014 Invoice | Open | | | ICMA RETIREMENT TRUST 457 | \$4,389.16 |
| | ICMA4-4-14 | | 04/02/2014 | Retirement Plan Contr, Employee Funded | | \$4,389.16 |

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--|--|------------------------------|--------------------|
| 75850 | 04/04/2014 Invoice 254463 | Open | Date 04/01/2014 | Description Copier maint, Canon IR1750 | KBA Docusys | \$28.19 |
| 75851 | 04/04/2014 Invoice A0197304 | Open | Date 03/13/2014 | Description Graffiti paint | KING'S PAINT AND PAPER, INC. | \$124.27 |
| 75852 | 04/04/2014 Invoice 20140323 | Open | Date 03/31/2014 | Description Arts Commission Retreat Facilitator | KOEBLER, SUZANNE | \$150.00 |
| 75853 | 04/04/2014 Invoice RptrTng | Open | Date 03/25/2014 | Description Registration, Reporter Training | LIEBERT CASSIDY WHITMORE | \$75.00 |
| 75854 | 04/04/2014 Invoice 374499 374035 374052 374325 373867 373752 375042 374844 | Open | Date 03/11/2014 03/07/2014 03/07/2014 03/10/2014 03/06/2014 03/05/2014 03/17/2014 03/14/2014 | Description Filters Amber Beacon, F-450 dump truck Wheel Chock Eyebolt, F-800 Dump Truck Fuses, Fleet ArmourAll Cleaner, Fleet Stainless Fastener Auto parts, fleet Auto parts, PW Shop 1990 F-150 | MID-COUNTY AUTO SUPPLY | \$641.21 |
| 75855 | 04/04/2014 Invoice 21 | Open | Date 03/01/2014 | Description Mar 2014 PW Contract Services | MORRISON, EDWARD | \$2,500.00 |
| 75856 | 04/04/2014 Invoice 2014-00000478 | Open | Date 03/31/2014 | Description Early Spring Inst. Payments | MORRISSEY, YOSHIE | \$49.40 |
| 75857 | 04/04/2014 Invoice 582975 | Open | Date 03/17/2014 | Description Auto Parts, Honda | OCEAN HONDA | \$164.43 |
| 75858 | 04/04/2014 Invoice 6007-7110655 6008-244787 6007-6121803 6013-9875207 6005-1359776 6007-6122091 CASAT24219 6011-4796757 | Open | Date 03/11/2014 03/12/2014 03/17/2014 03/17/2014 03/18/2014 03/18/2014 03/11/2014 03/26/2014 | Description Wood for batters box Gloves Tools - Jesse Misc. Misc. - Landing repair Painting supplies Tools, Fleet Tools, Fleet | ORCHARD SUPPLY HARDWARE | \$309.91 |

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|--|--|------------------------------|--------------------|
| 75859 | 04/04/2014 Invoice 2014-00000486 | Open | Date 03/21/2014 | Description Monthly Elec Fund 1000, Gen Fund=\$4751.00 Fund 1300, SLESF=\$130.11 Fund 1310, Gas Tax=\$6774.94 Fund 1311, Wharf Fund=\$1561.58 | PACIFIC GAS & ELECTRIC | \$13,217.66 |
| 75860 | 04/04/2014 Invoice 2014-00000487 | Open | Date 03/21/2014 | Description Pac Cove MHP Elec and Gas | PACIFIC GAS & ELECTRIC | \$169.29 |
| 75861 | 04/04/2014 Invoice 9010473 255725 255561 255881 255228 255228C | Open | Date 03/13/2014 03/13/2014 03/13/2014 03/14/2014 03/11/2014 03/24/2014 | Description Supplies REC Supplies REC file box-PD Boxes and paper-PD Keyboard Return Keyboard | PALACE ART & OFFICE SUPPLIES | \$624.90 |
| 75862 | 04/04/2014 Invoice 2014-00000479 | Open | Date 03/31/2014 | Description Early Spring Inst. Payments | PANARO, YVONNE | \$653.25 |
| 75863 | 04/04/2014 Invoice 20140325 | Open | Date 03/31/2014 | Description Reimb for Museum Display expenses | PERRY, FRANK | \$554.52 |
| 75864 | 04/04/2014 Invoice 60200-Mar14 | Open | Date 03/25/2014 | Description Postage meter Refill, City Hall Fund 2210, Stores | PITNEY BOWES INC. | \$1,970.99 |
| 75865 | 04/04/2014 Invoice 1068 | Open | Date 03/07/2014 | Description 2014 Annual HOME long term monitoring ; Fund 1371, HOME Grant | R.L. HASTINGS & ASSOC., LLC | \$3,200.00 |
| 75866 | 04/04/2014 Invoice Winter2014 | Open | Date 04/02/2014 | Description Reimb Educ Exp, Winter Semester 2014 | SANDRETTI, BRANTLY | \$774.33 |
| 75867 | 04/04/2014 Invoice 0158452 | Open | Date 03/20/2014 | Description Supplies for patrol-PD | SIRCHIE | \$306.79 |
| 75868 | 04/04/2014 Invoice 20140322 | Open | Date 03/27/2014 | Description Reimb Travel Expenses, Leadership Tng | SLOMA, CLIFF | \$200.70 |

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--------------------|--|---------------------------------|--------------------|
| 75869 | 04/04/2014 Invoice 2014-00000482 | Open | Date 03/31/2014 | Description Water Use, 2/10 to 3/10/14 Fund 1000, Gen Fund=\$1691.78 Fund 1311, Wharf Fund=\$266.40 | SOQUEL CREEK WATER DISTRICT | \$1,958.18 |
| 75870 | 04/04/2014 Invoice 22494KM | Open | Date 03/31/2014 | Description Recreation supplies | SPORT ABOUT | \$1,390.04 |
| 75871 | 04/04/2014 Invoice 954791124 | Open | Date 03/22/2014 | Description Shipping | UNITED PARCEL SERVICE | \$18.94 |
| 75872 | 04/04/2014 Invoice 249931171 | Open | Date 03/22/2014 | Description Copier Lease | US BANCORP EQUIPMENT FINANCE | \$98.97 |
| 75873 | 04/04/2014 Invoice PARS4-4-14 | Open | Date 04/02/2014 | Description Retirement Plan Contr, Employee Funded | US Bank Institutional Trust | \$414.23 |
| 75874 | 04/04/2014 Invoice 20140327 | Open | Date 03/27/2014 | Description ARIDE School, Fresno Training Center | VAZQUEZ, GUILLERMO E. | \$37.33 |
| 75875 | 04/04/2014 Invoice 1338 | Open | Date 03/25/2014 | Description March 2014 K-9 maintenance | VIGILANT CANINE SVCS INTERNAT'L | \$250.00 |
| 75876 | 04/04/2014 Invoice 80134 | Open | Date 03/16/2014 | Description Pac Cove Project payment Fund 1200, CIP | WALSH CONSTRUCTION AND ASSOC | \$7,398.33 |
| 75877 | 04/04/2014 Invoice 2014-00000477 | Open | Date 03/31/2014 | Description Early Spring Inst. Payments | WEINSTEIN, JOHANNA | \$269.10 |
| 75878 | 04/04/2014 Invoice 2014-00000480 | Open | Date 03/31/2014 | Description Reimb travel exp to Training class | DeFalco, Frank | \$91.30 |
| 75879 | 04/04/2014 Invoice 2014-00000484 | Open | Date 03/31/2014 | Description Musician for H Hooper exhibit opening | Gibson, Ross | \$100.00 |
| 75880 | 04/04/2014 Invoice 372 | Open | Date 03/31/2014 | Description Musician for H Hooper exhibit opening | McKee, Katie | \$100.00 |

City Checks Issued 4/4/2014

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount | |
|---------------|--|--------|--------------------|---|--------------------------|----------------------------|--------------------|
| 75881 | 04/04/2014 Invoice 13-143 | Open | Date 03/31/2014 | Description Refund Tree Removal Deposit | Patrias, Darrale | \$500.00 \$500.00 | |
| 75882 | 04/04/2014 Invoice 2014-00000490 | Open | Date 03/21/2014 | Description Museum Exhibit reception supplies reimb. | Shoaf, David | \$50.47 \$50.47 | |
| 75883 | 04/04/2014 Invoice 2014-00000485 | Open | Date 04/02/2014 | Description Fuel | Turcott, Jim | \$100.00 \$100.00 | |
| 201404 | 04/04/2014 Invoice Apr2014 | Open | Date 04/01/2014 | Description Apr 2014 Employee Health Ins | CalPERS Health Insurance | \$63,900.80 \$63,900.80 | |
| Check Totals: | | | | | Count | 57 | TOTAL \$135,015.81 |

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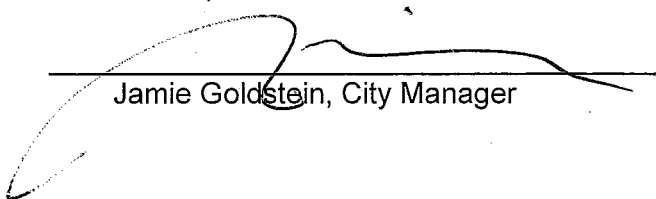
Checks dated 4/11/14 numbered 77000 to 77051 for a total of \$134,585.43 have been reviewed and authorized for distribution by the City Manager.

As of 4/11/14 the unaudited cash balance is \$2,548,257

CASH POSITION - CITY OF CAPITOLA 4/11/14

| | <u>Net Balance</u> |
|--------------------------------|---------------------|
| General Fund | \$ 518,063 |
| Contingency Reserve Fund | \$ 1,421,996 |
| Worker's Comp. Ins. Fund | \$ 114,153 |
| Self Insurance Liability Fund | \$ 153,226 |
| Stores Fund | \$ (4,372) |
| Information Technology Fund | \$ 95,695 |
| Equipment Replacement | \$ 182,803 |
| Compensated Absences Fund | \$ 66,694 |
| TOTAL UNASSIGNED GENERAL FUNDS | <u>\$ 2,548,257</u> |

The Emergency Reserve Fund balance is \$676,905.54 (not included above).



 Jamie Goldstein, City Manager

 4/11/14
 Date

 Christine McBroom, City Treasurer

 Date

City Checks Issued 4/11/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--|--|--------------------------------|--|
| 77000 | 04/11/2014 Invoice 962867-5 | Open | Date 03/27/2014 | Description Rotary hammer | A TOOL SHED | \$39.00 \$39.00 |
| 77001 | 04/11/2014 Invoice 45806 | Open | Date 03/31/2014 | Description Lock repair | ALLSAFE LOCK COMPANY | \$74.00 \$74.00 |
| 77002 | 04/11/2014 Invoice 2367 | Open | Date 03/14/2014 | Description Name Plate, Minium | CALIFORNIA COAST UNIFORM CO | \$49.92 \$49.92 |
| 77003 | 04/11/2014 Invoice 1273 | Open | Date 03/31/2014 | Description professional services 03/01/14-03/31/14 | COASTAL WATERSHED COUNCIL | \$1,841.94 \$1,841.94 |
| 77004 | 04/11/2014 Invoice 46015 | Open | Date 03/19/2014 | Description Electronic Update, Capitola Muni Code | CODE PUBLISHING COMPANY INC. | \$64.35 \$64.35 |
| 77005 | 04/11/2014 Invoice 28750-93 | Open | Date 04/02/2014 | Description Website Maint Fund1313, Gen Plan Update | CRUZIO THE INTERNET STORE INC. | \$39.95 \$39.95 |
| 77006 | 04/11/2014 Invoice CG411780 | Open | Date 03/13/2014 | Description Equipment Room Flooring | FLOORS ETC. | \$492.62 \$492.62 |
| 77007 | 04/11/2014 Invoice 14-948758 14-951327 14-951326 | Open | Date 03/21/2014 03/28/2014 03/28/2014 | Description Grease 60 Gal Diesel 500 Gal Ethanol | FLYERS ENERGY, LLC | \$2,709.68 \$393.60 \$226.35 \$2,089.73 |
| 77008 | 04/11/2014 Invoice CBF-3-2014 | Open | Date 03/31/2014 | Description March 2014 Contract Services, CDD Fund 1350, CDBG Grants=\$500.00 Fund 1372, Housing Trust Fund=\$5000.00 | FLYNN, CAROLYN | \$5,500.00 \$5,500.00 |
| 77009 | 04/11/2014 Invoice 321836 | Open | Date 04/01/2014 | Description Real Estate Internet Info Service Fund 2211, IT | HAINES & COMPANY, INC. | \$1,021.03 \$1,021.03 |
| 77010 | 04/11/2014 Invoice 365976 | Open | Date 03/28/2014 | Description Hose Assy, Sweeper Fund 1310, Gas Tax | HOSE SHOP | \$157.53 \$157.53 |
| 77011 | 04/11/2014 Invoice 2014-00000489 | Open | Date 04/03/2014 | Description Early Spring Instructor Payments | INK, BRUCE | \$23.40 \$23.40 |

City Checks Issued 4/11/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|--|--------|--|---|---------------------------------|--------------------|
| 77012 | 04/11/2014 Invoice 040714 | Open | Date 04/07/2014 | Description Consulting Arborist Services | JAMES P ALLEN & ASSOC | \$405.00 |
| 77013 | 04/11/2014 Invoice 5554250 | Open | Date 02/28/2014 | Description Parking Analysis, Kings Plaza | KIMLEY-HORN AND ASSOCIATES, INC | \$2,940.00 |
| 77014 | 04/11/2014 Invoice Mar2014 | Open | Date 03/15/2014 | Description March 2014 uniform cleaning-PD | KING'S CLEANERS | \$761.50 |
| 77015 | 04/11/2014 Invoice 261621 | Open | Date 03/18/2014 | Description Tire Rotation, PD Unit | LLOYD'S TIRE SERVICE INC. | \$60.00 |
| 77016 | 04/11/2014 Invoice Riparian 20 | Open | Date 04/09/2014 | Description Riparian services 3/23-4/7/14 | McMENAMIN, GEORGE | \$850.00 |
| 77017 | 04/11/2014 Invoice 374583 374617 374721 374691 374833 374693 374860 375332 375094 | Open | Date 03/12/2014 03/12/2014 03/13/2014 03/13/2014 03/14/2014 03/13/2014 03/14/2014 03/19/2014 03/17/2014 | Description Tubing, PD061 Tubing, PD Vehicles Battery, PW Trailer Tubing, PD061 Return Toggle Toggle & Switch, Parks Trailer Strobe Light Bulbs, PD061 Auto parts Auto parts | MID-COUNTY AUTO SUPPLY | \$349.45 |
| 77018 | 04/11/2014 Invoice 34222 | Open | Date 02/28/2014 | Description Purchase of HR and Payroll Software Fund 2211, IT | NEW WORLD SYSTEMS | \$1,828.29 |
| 77019 | 04/11/2014 Invoice 240862 | Open | Date 03/26/2014 | Description Torsion Bars | NORTH BAY FORD | \$67.11 |
| 77020 | 04/11/2014 Invoice 6011-4157055 6011-4797330 6011-4790504 6011-4794932 6126272 4796769 4157037 2431183 9870246 | Open | Date 03/27/2014 03/28/2014 03/05/2014 03/20/2014 03/25/2014 03/26/2014 03/27/2014 03/27/2014 03/27/2014 | Description Shelving, PD 141 Box for PD 141 Bolts Paint Wedge anchor Misc. Mops Wrenches - paint rig Plumbing supplies | ORCHARD SUPPLY HARDWARE | \$405.43 |

City Checks Issued 4/11/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|----------------|--------|--------------|---|--------------------------------|--------------------|
| 77020 | 04/11/2014 | Open | | | ORCHARD SUPPLY HARDWARE (cont) | |
| | 3527183 | | 03/27/2014 | Signs | | \$15.18 |
| | 4797320 | | 03/28/2014 | Tarps | | \$111.98 |
| | 3521318 | | 03/31/2014 | Misc. | | \$14.29 |
| 77021 | 04/11/2014 | Open | | | OUTDOOR WORLD | \$65.23 |
| | Invoice | | Date | Description | | Amount |
| | 1063437 | | 03/26/2014 | Two Headlamps for PW | | \$65.23 |
| 77022 | 04/11/2014 | Open | | | PALACE ART & OFFICE SUPPLIES | \$156.26 |
| | Invoice | | Date | Description | | Amount |
| | 9014586 | | 03/27/2014 | Corkboards - Ryan | | \$52.75 |
| | 9018804 | | 04/09/2014 | Awards & Proclamations | | \$103.51 |
| 77023 | 04/11/2014 | Open | | | PANARO, YVONNE | \$43.55 |
| | Invoice | | Date | Description | | Amount |
| | 2014-00000488 | | 04/03/2014 | Early Spring Instructor Payments | | \$43.55 |
| 77024 | 04/11/2014 | Open | | | PAPE MACHINERY | \$733.82 |
| | Invoice | | Date | Description | | Amount |
| | 8885949 | | 03/26/2014 | Filters & Parts, John Deere Loader | | \$733.82 |
| 77025 | 04/11/2014 | Open | | | PITNEY BOWES INC. | \$588.68 |
| | Invoice | | Date | Description | | Amount |
| | 334636 | | 04/01/2014 | Maint, Digital Mailing System, City Hall Fund 2210, Stores | | \$588.68 |
| 77026 | 04/11/2014 | Open | | | PREFERRED BENEFIT INS. ADMIN. | \$7,624.26 |
| | Invoice | | Date | Description | | Amount |
| | EIAI0808 | | 04/04/2014 | Apr2014 Dental & Vision Ins Claims | | \$7,624.26 |
| 77027 | 04/11/2014 | Open | | | PsPrint LLC | \$199.12 |
| | Invoice | | Date | Description | | Amount |
| | 1592800 | | 03/21/2014 | Art & Culture Postcards | | \$199.12 |
| 77028 | 04/11/2014 | Open | | | R&L CARRIERS INC. | \$153.88 |
| | Invoice | | Date | Description | | Amount |
| | 1222750297 | | 03/20/2014 | Stencil Guard Fund 1310, Gas Tax | | \$153.88 |
| 77029 | 04/11/2014 | Open | | | ROYAL WHOLESALE ELECTRIC | \$547.96 |
| | Invoice | | Date | Description | | Amount |
| | 7719-579573 | | 03/11/2014 | PVC pipe - pay stations in PCPL | | \$190.31 |
| | 7719-579558 | | 03/11/2014 | Electrical supplies - Pay stations in PCPL | | \$319.51 |
| | 7719-579636 | | 03/12/2014 | Electrical supplies - Pay stations in PCPL | | \$38.14 |
| 77030 | 04/11/2014 | Open | | | SANTA CRUZ FIRE EQUIPMENT CO. | \$236.00 |
| | Invoice | | Date | Description | | Amount |
| | 96392 | | 03/14/2014 | Fire safety Inspection | | \$236.00 |
| 77031 | 04/11/2014 | Open | | | SANTA CRUZ MUNICIPAL UTILITIES | \$566.00 |
| | Invoice | | Date | Description | | Amount |
| | 2014-00000481 | | 03/24/2014 | Street Median Water Bills, Feb-Mar14 | | \$566.00 |

City Checks Issued 4/11/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount |
|--------------|---|--------|--------------|---|------------------------------|--------------------|
| 77032 | 04/11/2014 Invoice 2040516-Mar14 | Open | | | SANTA CRUZ SENTINEL | \$841.07 |
| | | | Date | Description | | Amount |
| | | | 03/31/2014 | Mar2014 Legal Notice Publication | | \$841.07 |
| | | | | Fund 1000, Gen Fund=\$131.37 | | |
| | | | | Fund 1313, Gen Plan Update=\$234.05 | | |
| | | | | Fund 1350, CDBG Grants=\$246.13 | | |
| | | | | Fund 1351, CDBG Program Inc=\$229.52 | | |
| 77033 | 04/11/2014 Invoice 2014-00000483 McGregor Park | Open | | | SOQUEL CREEK WATER DISTRICT | \$659.70 |
| | | | Date | Description | | Amount |
| | | | 03/31/2014 | Water use, 2/24 to 3/24/14 | | \$359.70 |
| | | | 04/09/2014 | McGregor Park development | | \$300.00 |
| | | | | Fund 1000, Gen Fund=\$359.70 | | |
| | | | | Fund 1200, CIP=\$300.00 | | |
| 77034 | 04/11/2014 Invoice 249931510 | Open | | | US BANCORP EQUIPMENT FINANCE | \$80.48 |
| | | | Date | Description | | Amount |
| | | | 03/24/2014 | Copier Lease, Contract 500-0296803-000, | | \$80.48 |
| | | | | Fund 2211, IT | | |
| 77035 | 04/11/2014 Invoice 2102992 2084186 | Open | | | WESTERN EXTERMINATOR COMPAN' | \$100.00 |
| | | | Date | Description | | Amount |
| | | | 03/31/2014 | Rodent control | | \$50.00 |
| | | | 03/31/2014 | Rodent control - Hoopers | | \$50.00 |
| 77036 | 04/11/2014 Invoice 5960 | Open | | | WHITLOW CONCRETE, INC. | \$79,081.50 |
| | | | Date | Description | | Amount |
| | | | 03/24/2014 | Esplanade Sidewalks Replacement Proj | | \$79,081.50 |
| | | | | Fund 1200, CIP | | |
| 77037 | 04/11/2014 Invoice 9189 | Open | | | WORKSPACE | \$756.72 |
| | | | Date | Description | | Amount |
| | | | 02/21/2014 | Desk Chair, CDD | | \$756.72 |
| | | | | Fund 2210, Stores | | |
| 77038 | 04/11/2014 Invoice 14-030 | Open | | | Capitola Towers Partnership | \$500.00 |
| | | | Date | Description | | Amount |
| | | | 04/04/2014 | Refund Tree Removal Deposit | | \$500.00 |
| 77039 | 04/11/2014 Invoice 14-022 | Open | | | DeLara, Nancy | \$500.00 |
| | | | Date | Description | | Amount |
| | | | 04/09/2014 | Refund Tree Removal Deposit | | \$500.00 |
| 77040 | 04/11/2014 Invoice 13-171 | Open | | | Giacinto, Kim | \$500.00 |
| | | | Date | Description | | Amount |
| | | | 04/04/2014 | Tree Deposit Refund | | \$500.00 |
| 77041 | 04/11/2014 Invoice 13-169 | Open | | | Golino, Bruce | \$796.00 |
| | | | Date | Description | | Amount |
| | | | 04/09/2014 | Refund Excess Planner Cost Recovery | | \$796.00 |
| 77042 | 04/11/2014 Invoice 13-181 | Open | | | Henry, Christopher | \$3,138.00 |
| | | | Date | Description | | Amount |
| | | | 04/09/2014 | Refund Excess Planner Cost Recovery | | \$3,138.00 |

City Checks Issued 4/11/14

| Check Number | Invoice Number | Status | Invoice Date | Description | Payee Name | Transaction Amount | |
|---------------|--|--------|--------------------|--|--------------------------------|--------------------|--------------|
| 77043 | 04/11/2014 Invoice 1 | Open | Date 04/09/2014 | Description Museum Display Expense | Lewis, Karen | \$75.00 | |
| 77044 | 04/11/2014 Invoice 2013-00000757 | Open | Date 06/17/2013 | Description Refund project application 12-133 | McDonalds USA, LLC | \$8,920.00 | |
| 77045 | 04/11/2014 Invoice 14-011 | Open | Date 04/09/2014 | Description Refund Excess Planner Cost Recovery 46t | Miller, Judith | \$2,118.00 | |
| 77046 | 04/11/2014 Invoice 14-012 | Open | Date 04/09/2014 | Description Refund Excess Planner Cost Recovery | Miller, Judith | \$2,118.00 | |
| 77047 | 04/11/2014 Invoice 2013-00000742 | Open | Date 06/17/2013 | Description Refund project application #08-059 | Pullin, Carol | \$80.00 | |
| 77048 | 04/11/2014 Invoice 2013-00000743 | Open | Date 06/17/2013 | Description Refund project application #10-072 | Target Corporation | \$1,072.00 | |
| 77049 | 04/11/2014 Invoice 14-020 | Open | Date 04/09/2014 | Description Refund Excess Planner Cost Recovery | Terry David Properties | \$338.00 | |
| 77050 | 04/11/2014 Invoice 14-006 | Open | Date 04/09/2014 | Description Refund Excess Planner Cost Recovery | The Kettmann 2006 Living Trust | \$1,298.00 | |
| 77051 | 04/11/2014 Invoice 14-028 | Open | Date 04/09/2014 | Description Refund Excess Planner Cost Recovery | Weaver, Ashley | \$1,018.00 | |
| Check Totals: | | | | Count | 52 | TOTAL | \$134,585.43 |



CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 24, 2014

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: AFFORDABLE HOUSING ASSETS POLICY FOR MOBILE HOME PARKS

RECOMMENDED ACTION:

- 1) Adopt the attached draft Administrative Policy regarding Affordable Housing Asset Limits for Mobile Home Parks with Income Restrictions; and
- 2) Direct staff to negotiate and execute Regulatory Amendments, as needed, to implement the Affordable Housing Asset Limits Policy

BACKGROUND: At the April 25, 2013 meeting, the City Council adopted an Ordinance No. 982 amending Title 18.02 of the Capitola Municipal Code, Inclusionary (Affordable Housing), which established asset limits for new purchasers of inclusionary units at 1½ times the household income limit. This asset limit was established to address the issue of applications for affordable housing by households with very high assets, sometimes close to or exceeding \$1 million. These applicants had been eligible since the City did not have an assets limit, and assets were treated by adding income from assets to total household income, calculated using the passbook savings rate, which is currently very low, just 0.06%. At that time, the Council also established an Affordable Housing Committee to address specific affordable housing applications or appeals, comprised of the Community Development Director, the City Manager, the City Attorney and the Mayor.

DISCUSSION: In an effort to ensure that the City assets limits are applied throughout the Affordable Housing Program, staff has been working with the four mobile home parks (parks) which have Affordable Housing Agreements with the City. These include Wharf Road Manor, Loma Vista Estates, Castle Mobile Home Park, and Turner Lane Mobile Home Park.

While working with parks on establishing an assets limit, the issue of assets reserved for retirement was mentioned as an area of concern, since parks are an important source of affordable housing for seniors. As background research, staff prepared a review of asset limitations at other California jurisdictions (Attachment 1). Many cities face this issue, and a wide variety of approaches are being utilized.

After review of assets limitations in other cities and discussions with the park representatives, staff is proposing the following approach: For purposes of household income certification at parks, assets shall not exceed 1½ times the household income limit, exempting \$500,000 in qualified retirement funds and the funds to purchase the affordable unit. Alternatively, applying the State of California asset policy which adds 10% of assets to the income calculation (as proposed by one of the parks) could also be an acceptable approach.

Item #: 10.A. Staff Report.pdf

AGENDA STAFF REPORT APRIL 24, 2014

AFFORDABLE HOUSING ASSETS POLICY FOR MOBILE HOME PARKS

STATUS OF MOBILE HOME PARKS: Staff worked with parks to arrive at an acceptable assets policy, since in most cases it will require an amendment to the park's regulatory agreement. All of the parks with the exception of Loma Vista have agreed to an asset limits policy.

Wharf Road Manor: This is a 34-space, cooperatively-owned park that received an Redevelopment Agency (RDA) grant of \$340,000 in 2005 to purchase the park. All new buyers are required to earn under median income. City staff met with the Board of Directors to review the 1½ times asset limit with the retirement income exclusion, and they agreed that this would be appropriate for their park and will sign a regulatory agreement.

Turner Lane Mobile Home Park: The park subdivided in 2007, and agreed to provide seven affordable lots. Five of the seven have been sold. City staff discussed asset limits with the Turner Lane attorney, who pointed out that Turner Lane Park Rules and Regulations say, "A Buyer who elects to purchase a lot pursuant to the City's Affordable Housing Program shall be restricted to re-selling their lots to Income-Eligible Buyers as determined by the City of Capitola." As such, they will follow all of the City's adopted Affordable Housing Program policies regarding eligibility.

Loma Vista Mobile Home Park: This 90-space cooperatively-owned park received an \$846,000 RDA grant to assist with the resident's purchase in 1999. All new buyers are required to earn 120% of median income or less. Staff discussed the assets limit with the Loma Vista Board Secretary, and offered a variety of potential asset limit options for discussion. The Board Secretary declined the proposals. The City then wrote to the Loma Vista Board and attorney with the proposal of 1½ times the asset limit with the retirement funds exemption. The Board took the proposal to a general home owner association membership vote. The members voted to decline the City's proposed assets limit. The park has offered no alternative asset limit.

Castle Mobile Home Park: This 108-space park was purchased by non-profit Millennium Housing Corporation in 2011. The park received a \$2 million RDA loan (\$1 million for Rehab, \$1 million for rent subsidies). In return, space rents are limited, with a three-tiered income restriction: 21 households must be below 50% of median income; 11 must be below 80% of median income; and 54 households must be below 120% of median income; for a total of 85 restricted spaces. Staff discussed the asset limits with Millennium Housing, which suggests using the State of California treatment of assets, which sets the calculated return on investments at 10%. Since this approach would add 10% of assets to the income calculation (as opposed to the current passbook rate, which is 0.06%), this would address the excess assets issue, and is an equivalent policy measure.

FISCAL IMPACT: This policy would have no fiscal impact on the City

ATTACHMENTS:

1. Draft Affordable Housing Assets Limitation Administrative Policy
2. Assets Limits in California Jurisdictions

Report Prepared By: Carolyn Flynn
Housing & Grants Coordinator

**Reviewed and Forwarded
By City Manager**





ADMINISTRATIVE POLICY

Number: _____
Issued: _____

Jurisdiction: City Council

**AFFORDABLE HOUSING ASSETS POLICY FOR MOBILE HOME PARKS
WITH INCOME RESTRICTIONS**

I. PURPOSE:

The purpose of this policy is to establish a limit on assets for prospective applicants for income-restricted affordable housing at Capitola mobile home parks.

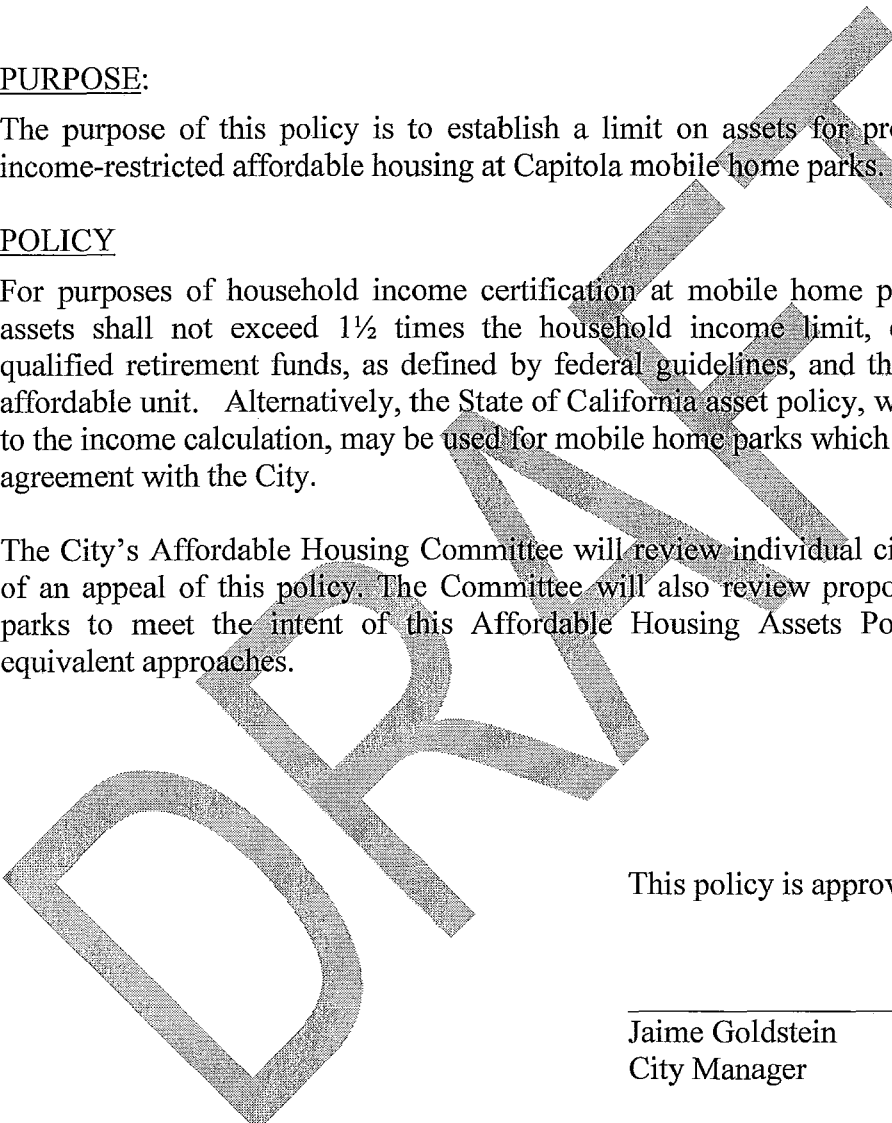
II. POLICY

For purposes of household income certification at mobile home parks, the household net assets shall not exceed 1½ times the household income limit, exempting \$500,000 in qualified retirement funds, as defined by federal guidelines, and the funds to purchase the affordable unit. Alternatively, the State of California asset policy, which adds 10% of assets to the income calculation, may be used for mobile home parks which have negotiated such an agreement with the City.

The City's Affordable Housing Committee will review individual circumstances in the case of an appeal of this policy. The Committee will also review proposals from mobile home parks to meet the intent of this Affordable Housing Assets Policy with alternate but equivalent approaches.

This policy is approved and authorized by

Jaime Goldstein
City Manager



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AFFORDABLE HOUSING ASSETS LIMITS AT SELECTED CALIFORNIA JURISDICTIONS

| CITY | ASSET LIMIT OR TREATMENT | SENIOR LIMITS | ASSET EXCLUSION | DATE |
|------------------|--|---|---|-----------|
| Dublin | \$250,000 overall limit; If assets exceed \$30 k, then 10% of all assets between \$30k & \$130K is added to income, plus 30% of all assets over \$130K. | | Pensions & federally approved retirement savings, such as IRA's, Roth IRA's and 401K's not included | 2009 |
| Huntington Beach | 1-1/2 purchase price of home | | Do not include pension or retirement funds. | not dated |
| Monterey | 30% of purchase price of home + 25% of median income + 6 months of living expenses | | | |
| Salinas | Household's share of downpayment + \$25K + closing costs + prepaid loan costs + 6 mos housing costs (25K increased based on CPI) | If relying on annual income from assets for more than 25% of income, may exceed asset limit if income is calculated using the greater of the actual income from all assets or the imputed income from assets calculated at an annual rate of 5% of total asset value. | | 2006 |
| San Francisco | No outright limit, but 10% of all assets above \$60K is added to household income. | Aged 62+ who is head of household, \$127K discounted from total assets prior to performing imputed income calculations. For married seniors, \$190K discounted. | Qualified retirement accounts, IRAs and 401K's not counted towards assets | 2013 |
| Santa Cruz | Less than maximum allowable income. If assets exceed income limit, then 8 1/2% of total assets (or actual income from assets, if higher) will be added to the annual income. | | "Assets which are held by qualified retirement plans" are excluded | 1996 |

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 24, 2014

FROM: CITY CLERK'S OFFICE

SUBJECT: ADOPTING A REVISED CONFLICT OF INTEREST CODE FOR THE CITY
OF CAPITOLA TO BECOME EFFECTIVE MAY 1, 2014

RECOMMENDED ACTION: Adopt the proposed Resolution rescinding Resolution No. 3936 and adopting a revised Conflict of Interest Code (Code) for the City of Capitola.

BACKGROUND/ DISCUSSION: Pursuant to Government Code 87306 every agency shall amend its Code when change is necessitated by changed circumstances, including the creation of new positions which must be designated. In June 2013, the Environmental Project Manager position was approved. The City Attorney has provided a recommendation that this position be added to the City's Code List of Designated Positions in Appendix A of the attached draft Resolution (Attachment 1). All other language contained in the Resolution remains unchanged, with the exception of the Resolution number being repealed and the effective date, which will be May 1, 2014.

FISCAL IMPACT: None

ATTACHMENT:

1. Draft Resolution

Report Prepared By: Susan Sneddon, City Clerk

Reviewed and Forwarded
By City Manager:

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RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
RESCINDING RESOLUTION NO. 3936 AND ADOPTING A REVISED
CONFLICT OF INTEREST CODE FOR THE CITY OF CAPITOLA**

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regs. Section 18730, which contains the terms of a standard conflict of interest code; and

WHEREAS, said standard conflict of interest code can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act.

NOW, THEREFORE, the City Council of the City of Capitola resolves as follows:

1. Effective May 1, 2014, Resolution No. 3836 is rescinded, and this resolution shall become effective.
2. This resolution does not pertain to the following offices because these offices are already regulated by and subject to Government Code Section 87200: Council Members, Planning Commissioners, City Manager, City Attorney, and City Treasurer.
3. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Capitola.
4. Upon receipt of the statements of the Council Members, Planning Commission Members, City Manager, City Attorney, and City Treasurer, the City Clerk shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Designated employees shall file statements of economic interests with the City Clerk who will make the statements available for public inspection and reproduction (Government Code Section 81008). The City Clerk will retain statements for all designated employees.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 24th day of April, 2014, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Sam Storey, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

APPENDIX "A"

LIST OF DESIGNATED POSITIONS

| <u>TITLE</u> | <u>DISCLOSURE CATEGORIES</u> |
|--|------------------------------|
| Administrative Services Director | C, D |
| Architectural & Site Review Committee Public Members (Architect, Landscape Architect, and Historian) | A |
| Art & Cultural Commission Members | A |
| Assistant to the City Manager | C, D |
| Associate Planner | C, D |
| Building Official | C, D |
| Chief of Police | A |
| City Clerk | C |
| Community Development Director | C, D |
| Deputy City Attorney | A |
| Environmental Project Manager | C |
| Information Systems Specialist | A |
| Finance Director | C |
| Maintenance Superintendent | C |
| Oversight Board for the Capitola Successor Agency | A |
| Police Captain | A |
| Public Works Director | C, D |
| Senior Planner | C, D |
| Successor Agency ¹ | A |
| Consultants * | A |

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The City Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

¹ To the former Capitola Redevelopment Agency

RESOLUTION NO. _____

APPENDIX "B"

DISCLOSURE CATEGORIES

The Disclosure Categories for the City of Capitola are listed below.

- CATEGORY A.** All sources of income, interests in real property, and investments and business positions in business entities.
- CATEGORY B.** Investments and positions in business entities, and sources of income, which provide services, supplies, materials, machinery, or equipment of the type utilized by the City of Capitola.
- CATEGORY C.** Investments and positions in business entities, and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the designated employee's department or division.
- CATEGORY D.** Investments and positions in business entities, and sources of income, which engage in land development, construction or the acquisition or sale of real property, and all interests in real property.

General Provisions

When a designated employee is required to disclose investments and sources of income, he need only disclose investments in business entities and sources of income, which do business in the jurisdiction, plan to do business in the jurisdiction, or have done business in the jurisdiction within the past two years. In addition to other activities, a business entity is doing business within the jurisdiction if it owns real property within the jurisdiction. When a designated employee is required to disclose interests in real property, he need only disclose real property, which is located in whole or in part within, or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency.

Designated employees shall disclose their financial interests pursuant to the appropriate disclosure category as indicated in Appendix "A".

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