

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



REVISED

**CAPITOLA CITY COUNCIL
REGULAR MEETING**

THURSDAY, JANUARY 14, 2016

7:00 PM

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

**CLOSED SESSION - 6:30 PM
CITY MANAGER'S OFFICE**

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

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Potential initiation of litigation pursuant to subdivision (d)(4) of the Govt. Code § 54956.9

One potential case: City of Capitola v. Stewart Title Company

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

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. Certificates of Appreciation to the Former Art and Cultural Commission Members
RECOMMENDED ACTION: None.

B. Certificates of Appreciation to the Former Library Ad Hoc Committee Members
RECOMMENDED ACTION: None.

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

A. Item 8.A. Regarding the Advisory Council to the Area Agency on Aging Representative's Appointment

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. Review City Council Representation on Various County/Multi-County Boards, Commissions, and Committees; and City Council Appointments, Reappointments, and Nominations of Members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
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RECOMMENDED ACTION: To make appointments to the various County/Multi-County Boards, Commissions, and Committees; and City Council appointments, reappointments, and nominations of members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency.

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 the December 10, 2015, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.
- B. Approve the Budget Calendar for the 2016-2017 Fiscal Year
RECOMMENDED ACTION: Approve Budget Calendar for Fiscal Year 2016-2017.

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. Receive Report on Special Events Highlights and Issues for 2015
RECOMMENDED ACTION: Receive report and provide direction regarding 2016 special events.
- B. Receive Soquel Creek Water District Report
RECOMMENDED ACTION: Receive report by the Soquel Creek Water District.
- C. Stockton Avenue and Esplanade Intersection Improvement Project Contract Award
RECOMMENDED ACTION: Receive report on the bids for the Stockton Avenue and Esplanade Intersection Improvements; award a contract to Anderson Pacific Engineering Contractor in the amount of \$223,928; and approve a budget transfer within the Capital Improvement Fund to cover the higher than anticipated costs.
- D. Resident-Initiated Community Visioning Process
RECOMMENDED ACTION: Authorize staff to provide technical and in-kind support for the proposed community visioning process.
- E. Unpermitted Vacation Rentals - Code Enforcement
RECOMMENDED ACTION: Authorize staff to initiate a proactive Code enforcement sweep of unpermitted vacation rentals.

11. ADJOURNMENT

Note: Any person seeking to challenge a City Council decision made as a result of a proceeding in which, by law, a hearing is required to be given, evidence is required to be taken, and the discretion in the determination of facts is vested in the City Council, shall be required to commence that court action within

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January 14, 2016

ninety (90) days following the date on which the decision becomes final as provided in Code of Civil Procedure §1094.6. Please refer to code of Civil Procedure §1094.6 to determine how to calculate when a decision becomes “final.” Please be advised that in most instances the decision become “final” upon the City Council’s announcement of its decision at the completion of the public hearing. Failure to comply with this 90-day rule will preclude any person from challenging the City Council decision in court.

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

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

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

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

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



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: City Manager Department

SUBJECT: Certificates of Appreciation to the Former Art and Cultural Commission Members

RECOMMENDED ACTION: None.

DISCUSSION: Following are two City Council appointees that served on the Capitola Arts and Cultural Commission:

- Roy Johnson: Served from March 2005 – December 2015 as an "Arts Professional"
- James Wallace: Served from December 2007 – December 2015 as an "At-Large Member"

Report Prepared By: Susan Sneddon
City Clerk

A handwritten signature in blue ink, appearing to be "JG", is written over the printed name of the City Manager.

Jamie Goldstein, City Manager

12/29/2015



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: City Manager Department

SUBJECT: Certificates of Appreciation to the Former Library Ad Hoc Committee Members

RECOMMENDED ACTION: None.

DISCUSSION: Following are the City Council appointees that served on the former Capitola Library Ad Hoc Committee:

- Beau Kayser
- Barbara Gorson
- David Kraemer
- Gayle Ortiz
- Lisa Steingrube
- Susan Westman

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

1/4/2016

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

From: Sneddon, Su (ssneddon@ci.capitola.ca.us)
Sent: Monday, January 11, 2016 3:59 PM
To: Joy Bertrand
Cc: clayk@seniorscouncil.org
Subject: RE: Advisory Council to AAA

Dear Joy,

Thank you for your email. I am sorry to hear that you cannot be on this advisory board at this time. I will keep your application on file.

Best wishes,

Susan Sneddon

-----Original Message-----

From: Joy Bertrand [mailto:joyمبرtrand@sbcglobal.net]
Sent: Monday, January 11, 2016 3:21 PM
To: Sneddon, Su (ssneddon@ci.capitola.ca.us) <ssneddon@ci.capitola.ca.us>
Cc: clayk@seniorscouncil.org
Subject: Advisory Council to AAA

Dear Susan,

I regret to inform you I must withdraw my name from the application process and consideration before the upcoming City Council meeting. [REDACTED]
[REDACTED]. I will need to spend more time here in Southern California than earlier anticipated and therefore do not feel I should be considered for appointment to the Advisory Council as my time away from Santa Cruz County will increase.

Please accept my sincere apology for any inconvenience this abrupt change in plans may cause and I do wish the AAA the very best of luck in filling the vacancy on the Advisory Council.

Thank you for your consideration and understanding.

Sincerely,

Joy Bertrand

Sent from my iPad

Communication: Item 8.A. Regarding the Advisory Council to the Area Agency on Aging Representative's Appointment (ADDITIONAL)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: City Manager Department

SUBJECT: Review City Council Representation on Various County/Multi-County Boards, Commissions, and Committees; and City Council Appointments, Reappointments, and Nominations of Members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency

RECOMMENDED ACTION: To make appointments to the various County/Multi-County Boards, Commissions, and Committees; and City Council appointments, reappointments, and nominations of members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency.

BACKGROUND: At the December 10, 2015, City Council meeting appointments/reappointments were made to the City's Art and Cultural Committee¹; and one member to the Historical Museum Board.

At the end of each year it is customary for the City Council to review its appointments to City Boards, Commissions and Committees (City Advisory Bodies), as well as appointments to other County and Multi-County Boards, Commissions and Committees (County Advisory Bodies). This provides an opportunity for Council Members to remain on a County Advisory Body or for the City Council takes action to appoint other Council Members.

DISCUSSION: Attached is a worksheet showing membership and applicants for City and County Advisory Bodies Worksheet [Attachment 1]. Also attached are the "2015 Capitola Board, Commission & Committee Appointment List" [Attachment 2], and the "2015 County/Multi-County Boards Representative List" [Attachment 3].

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

- I. CITY BOARDS, COMMISSIONS AND COMMITTEES REQUIRING ACTION: The following City Advisory Bodies requiring appointments or reappointments:
 - A. Finance Advisory Committee (FAC): The purpose of the FAC is to review the budget and financial reports of Capitola. The overall fiscal well being of the City is the guiding principle of the FAC.

Currently, the FAC meets the third Tuesday of every other month. The Mayor and Vice Mayor shall serve on this Committee. When either or both the Mayor and Vice Mayor do not want to serve on this Committee, other member(s) of the City Council shall be appointed by the Mayor, with the concurrence of the City Council. Recruitment was conducted from September 28, 2015, through November 25, 2015.

¹ Appointment of the "Artist" position will be considered at the January 28, 2015, City Council meeting.

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Terms for this Committee are for two years; all Committee members' terms expired the end of 2015. The FAC is comprised of the following six member types:

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

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

- Nathan Cross (Norton's appointee/incumbent)
- Will O'Sullivan (Harlan's appointee/incumbent)
- Brigitte Estey (Bottorff's appointee/incumbent)
- Matt Arthur (Business Representative/new applicant)

The City received an application from Matt Arthur for service on the Finance Advisory Committee as the Business Representative. His application was approved by Toni Castro, CEO of the Capitola-Soquel Chamber. Mr. Arthur is owner of Capitola Beach Company and lives in Capitola. Attached is the Matt Arthur's application, Letter of Nomination from Ms. Castro and the FAC Roster

A copy of the Capitola-Soquel Chamber letter recommending appointment is attached [Attachment 4 –AC Application, Roster, and Chamber Board letter of recommendation].

B. City of Capitola Library Advisory Committee and the Santa Cruz Public Libraries System Commission:

At the December 10, 2015, City Council meeting the Council approved the fourth amendment to the Joint Powers Agreement between the City of Santa Cruz and the County of Santa Cruz and the Cities of Capitola and Scotts Valley, relating to library services. The Council adopted Resolution No. 4042 establishing the City of Capitola Library Advisory Committee (Library Committee), and to dissolve the Capitola Library Ad Hoc Committee. The Council directed the City Clerk to advertise the opportunity to serve on the City of Capitola Library Advisory Committee and the Santa Cruz Public Libraries System Commission (Libraries Commission).

As recommended by the Ad Hoc Library Committee it is proposed that the Library Committee be comprised of seven (7) voting members, consisting of one City Council member and one (1) Library Commissioner appointed by the City Council, and (5) appointees from each of the City Council members, plus the City's representative on the Libraries Commission who shall serve on the Committee as a nonvoting ex-officio member. The City Clerk initiated recruitment for the Library Committee members and the Libraries Commissioner on December 14, 2015, with a deadline for application on January 8, 2016.

(i) City of Capitola Library Advisory Committee (Library Committee):

The Library Committee is charged with advising the City Council, and the City's representatives on the Regional Library Governing Board and the Santa Cruz Public Libraries System Commission (Libraries Commission), regarding issues related to the provision of library services and the development of library facilities in the Capitola community.

The following six applicants applied for the Library Advisory Committee:

- Lisa Steingrube
- Ariel Gray
- Gayle Ortiz
- David Kraemer
- Tom Campbell
- Pat Dileonardo

(ii) The Santa Cruz Public Libraries System Commission (Libraries Commission):

Applicants for the Libraries Commission are to be Capitola residents and appointed for a term of three to four years. The Library Commission is intended to be a voice of the community to provide advice and feedback to the Regional Library Governing Board and the Regional Director of Libraries. The Libraries Commission will review programs and services and make necessary recommendations as they pertain to the provision of these programs and services. The Commissioner shall also serve on the City's Library Advisory Committee.

The following applicant applied to the Libraries Commission:

- Barbara Gorson

[Attachment 5 – Resolution No. 4042, Applications for the City's Library Advisory Committee, and the Santa Cruz Public Libraries System Commission, and recruitment notice]

II. CITY BOARDS, COMMISSIONS AND COMMITTEES REQUIRING REVIEW:

- Capitola Public Safety and Community Service Foundation (CPSCF)

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

III. CITY BOARDS, COMMISSIONS AND COMMITTEES NOT REQUIRING ACTION:

- Wharf Working Group
- Santa Cruz County Conference & Visitors Council

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

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

- Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties*
- Arts Council of Santa Cruz County
- Association of Monterey Bay Area Governments (AMBAG)
- Criminal Justice Council of Santa Cruz County
- Monterey Bay Unified Air Pollution Control District
- Santa Cruz County Children's Network
- Santa Cruz County Flood Control & Water Conservation District, Zone 5

City Council Appointments
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- Santa Cruz County Library Financing Authority
- Santa Cruz County Library Joint Powers Board
- Santa Cruz County Regional Transportation Commission
- Santa Cruz County Sanctuary Inter-Agency Task Force
- Santa Cruz County Sanitation District

*Recruitment for the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties was initiated on December 4, 2015. The City received an application from Joy Bertrand. Attached is the Ms. Bertrand's application. [Attachment 6 – Application].

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

- Community Action Board of Santa Cruz County
- Community Television of Santa Cruz County
- Local Agency Formation Commission (LAFCO)
- Santa Cruz Conference & Visitors Council
- Santa Cruz County Library Facilities Financing Authority JPA
- Santa Cruz County Hazardous Materials Advisory Commission
- Santa Cruz County Integrated Waste Management Local Task Force
- Santa Cruz County Workforce Investment Board
- Santa Cruz Metropolitan Transit District Board
- Santa Cruz Regional 911 Board

VI. OVERSIGHT BOARD OF THE SUCCESSOR AGENCY:

The Oversight Board was formed in 2012. The purpose of the Board is to supervise the activities of the City's Successor Agency. The Board has a fiduciary responsibility to holders of the Responsible Obligations and the taxing entities that benefit from distributions of property tax and other revenue. The Oversight Board consists of the following 7 members pursuant to ABx1 26 – 34179. Two of the following members are to be appointed by the Mayor: (1) One member appointed by the Mayor for the City that formed the Redevelopment Agency; (2) One member representing the employees of the former Redevelopment Agency appointed by the Mayor or Chair of the Board of Supervisors, as the case may be, from the recognized employee organization representing the largest number of former Redevelopment Agency employees employed by the Successor Agency at that time.

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

City Council Appointments
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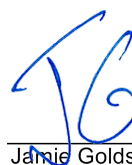
VII.COMMUNITY BASED HEALTH AND HUMAN SERVICE PROVIDERS AD HOC
SUBCOMMITTEE:

In January 2015, the Council appointed an ad hoc subcommittee composed of Council Member Bottorff, Council Member Termini, and Treasurer McBroom (with Council Member Harlan as alternate) to develop a recommended procedure and timeline for allocating the designated funding to the Community Based Health and Human Service Providers Grant Program. The next cycle of the Community Based Health and Human Service Providers Funding Program will be Fiscal Year 2016/2017 (Two year cycle). In January 2016, staff will provide a report to the City Council and a recommendation on the future of the ad hoc subcommittee.

ATTACHMENTS:

1. 2015 City Board, Commission and Committee Appointment List
2. City and County Advisory Bodies Worksheet
3. 2015 County/Multi-County Boards Representative List
4. FAC Application, Roster, and Chamber Board Letter of Recommendation
5. Library Advisory Committee Applications and Attachments
6. Advisory Council to the Area Agency on Aging Application

Report Prepared By: Susan Sneddon
City Clerk



Jamie Goldstein, City Manager

2015 CAPITOLA BOARD, COMMISSION & COMMITTEE APPOINTMENT LIST

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

2015 CAPITOLA BOARD, COMMISSION & COMMITTEE APPOINTMENT LIST

Name of Board/Commission/ Committee – Meeting Information	Members	Appointee By and/or Representation
<p>Historical Museum Board Staff: Frank Perry, Museum Curator</p> <p><i>Meets: 1st Tuesday of each month at 5:30 p.m. in the Museum</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Kathleen Church • Pam Greeninger • Kristin Peterson • Stephanie Kirby • Niels Kisling • Gordon van Zuiden • Stephanie Tetter 	<p>All appointments to the Historical Museum Board are at large.</p>
<p>Planning Commission ▲ ■ Staff: Katie Cattan, Senior Planner</p> <p><i>Meets: 1st Thursday of each month at 7:00 p.m. in the City Hall Council Chambers</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Ron Graves • Gayle Ortiz • Edward Newman • Linda Smith • Troy "TJ" Welch 	<ul style="list-style-type: none"> • Harlan Appointee • Norton Appointee • Bertrand Appointee • Termini Appointee • Botorff Appointee
<p>Public Safety & Community Service</p>	<ul style="list-style-type: none"> • Mike Termini 	<p>Mayor's appointment (concurring upon by City Council)</p>
<p>Traffic & Parking Commission Staff: Steve Jesberg, Public Works Director</p> <p><i>Meets: 2nd Wednesday of every other month at 6:30 p.m. in the City Hall Council Chambers</i></p> <p><i>Council Appointment</i></p>	<ul style="list-style-type: none"> • Margaret Kinstler • James Steve Ross • Carin Hanna • Willie Case • Ron Burke • Ron Graves • Mike Lee • Molly Ording • Nels Westman • TJ Welch 	<ul style="list-style-type: none"> • Village Resident • Village Resident • Village Business Owner • Village Business Owner • Norton Appointee • Harlan Appointee • Botorff Appointee • Bertrand Appointee • Termini Appointee • Planning Commission Representative
<p>Wharf Working Group Staff: Steve Jesberg, Public Works Director</p> <p><i>Meets: As needed on the 4th Tuesday of a month at 12 p.m. in the Wharf House Restaurant</i></p>	<ul style="list-style-type: none"> • Dennis Norton • Michael Termini • Jamie Goldstein • John and Sally Ealy • Willie Case 	<ul style="list-style-type: none"> • Council Representative • Council Representative • City Manager • Capitola Boat & Bait • Wharf House Restaurant

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

■ = Members are required to complete AB 1234 Ethics Training

Revised: 12/14/15 s

CITY BOARDS, COMMISSIONS AND COMMITTEES

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
ARCHITECTURAL & SITE REVIEW COMMITTEE	No action is needed at this time.
ART & CULTURAL COMMISSION	No action is needed at this time.
COMMISSION ON THE ENVIRONMENT	No action is needed at this time; continued recruitment for an Ex-Efficio Student Member.
FINANCE ADVISORY COMMITTEE	APPLICANTS/APPOINTEE - 6 positions open: (1) Mayor; (1) Vice Mayor appointee; (3) Council Member appointments; and (1) Business Representative.
Michael Termini (Mayor's appointee)	_____ Mayor or Mayor's appointee
Jacques Bertrand (Vice Mayor's appointee)	_____ Vice Mayor or Vice Mayor's appointee
Christine McBroom, City Treasurer	Christine McBroom, City Treasurer
Nathan Cross (Norton's appointee)	Nathan Cross - Incumbent (Reapplied) (Norton's appointee)
Will O'Sullivan (Harlan's appointee)	Will O'Sullivan - Incumbent (Reapplied) (Harlan's appointee)
Brigitte Estey (Bottorff's appointee)	Brigitte Estey - Incumbent (Re-applied) (Bottorff's appointee)
	New applicant:
Sondi Carcello (Business Rep)	Matt Arthur - Business Rep (Chamber Board recommendation)
	Confirm that the (1) Mayor and (1) Vice Mayor will serve as the Council Member Representatives; if not, appoint other Council Member Representative(s) .
	Remaining Council Members to reappoint their member, make a new appointment, or direct staff to continue to seek applications for their appointment.
HISTORICAL MUSEUM BOARD	No action is needed at this time.
LIBRARY ADVISORY COMMITTEE	Seven members: (1) City Council member; (1) Library Commissioner; (5) Each Council Member appoint a member; (1) Nonvoting ex-officio representative.
	_____ (1) Council Member
	_____ (1) Library Commissioner ¹
	(1) non voting ex-officio member (LJPA Board Member) - City Manager Goldstein
	Applicants:
	Lisa Steingrube
	Ariel Gray
	Gayle Ortiz
	David Kraemer
	Tom Campbell
	Pat Dileonardo
	¹ Refer to the last page of this spreadsheet regarding the Santa Cruz Public Libraries System Commission appointment.

CITY BOARDS, COMMISSIONS AND COMMITTEES CONTINUED

NAME OF BOARD/COMMISSIONS & INCUMBENTS	RECOMMENDED ACTION TO APPOINT/REAPPOINT
PLANNING COMMISSION	No action is needed at this time.
PUBLIC SAFETY & COMMUNITY SERVICE FOUNDATION	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini (Representative)	
TRAFFIC AND PARKING COMMITTEE	No action is needed at this time.
WHARF WORKING GROUP	No action is needed at this time.

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES

ADVISORY COUNCIL OF THE AREA AGENCY ON AGING	<u>Applicant:</u>
Al Carlson (Representative)	Joy Bertrand
Council Member Harlan (Alternate)	Council Member Harlan's appointment as an alternate remains unless the City Council
ARTS COUNCIL SANTA CRUZ COUNTY	Council Member Norton's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Norton (Representative)	
ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS (AMBAG)	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Bottorff (Representative)	
Council Member Norton (Alternate)	
COMMUNITY ACTION BOARD OF SANTA CRUZ COUNTY	No action is needed at this time.
Kristen Peterson (Representative)	
George Winslow (Alternate)	
COMMUNITY TELEVISION OF SANTA CRUZ COUNTY BOARD OF DIRECTORS	No action is needed at this time.
Assistant to the City Manager Laurent	
CRIMINAL JUSTICE COUNCIL OF SANTA CRUZ COUNTY	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini (Representative)	
City Manager Goldstein (Representative)	
LOCAL AGENCY FORMATION COMMISSION (LAFCO)	No action is needed at this time. (Councilmember Bottorff's term as the City's Representative expires May 5, 2018)
MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT	City Council to recommend a Council Member to be forwarded to City Select Committee.
Council Member Termini (Representative)	
SANTA CRUZ COUNTY CHILDREN'S NETWORK	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Bertrand (Representative)	
Council Member Termini (Alternate)	
SANTA CRUZ COUNTY CONFERENCE & VISITORS COUNCIL	None needed - Select Committee appointed City Manager Goldstein to serve as the City's Representative for a two year term (7/1/15-6/31/17).

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES CONTINUED

SANTA CRUZ COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT, ZONE 5	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Norton (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ COUNTY HAZARDOUS MATERIALS ADVISORY COMMISSION	No action is needed at this time. (Councilmember Bertrand's term as City's Representative expires April 1, 2019)
SANTA CRUZ COUNTY INTEGRATED WASTE MANAGEMENT LOCAL TASK FORCE	No action is needed at this time (The terms for Laurent and Harlan expire on January 25, 2017).
Assistant to the City Manager Laurent (Representative)	
Council Member Harlan (Alternate)	
SANTA CRUZ COUNTY LIBRARY FINANCING AUTHORITY	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Termini (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ COUNTY LIBRARY FACILITIES FINANCING AUTHORITY JOINT POWERS BOARD	City Manager Goldstein is designated as the City's Representative by the JPA.
SANTA CRUZ COUNTY LIBRARY JOINT POWERS BOARD	City Manager Goldstein is designated as the City's Representative by the JPA.
Council Member Termini (Representative)	
Council Member Bertrand (Alternate)	
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (SCRTC)	Council Member appointments remain unless the City Council takes action to appoint other Council Members.
Council Member Norton (Representative)	
Council Member Termini (Alternate)	
SANTA CRUZ COUNTY SANCTUARY INTER-AGENCY TASK FORCE	No Appointment needed because the Regional Transportation Commission has officially taken over the Sanctuary Inter-Agency Task Force.

COUNTY/MULTI-COUNTY BOARDS, COMMISSIONS AND COMMITTEES CONTINUED

SANTA CRUZ COUNTY SANITATION DISTRICT	Council Member Harlan's appointment as the City's representative remains unless the City Council takes action to appoint another Council Member.
SANTA CRUZ COUNTY WORKFORCE INVESTMENT BOARD	Generally the City Manager serves on this Board.
SANTA CRUZ METROPOLITAN TRANSIT DISTRICT	No action is needed at this time. Mayor Bottorff's two-year term as the City's Representative ends on December 31, 2016).
¹ SANTA CRUZ PUBLIC LIBRARIES SYSTEM COMMISSION	Applicant:
Commissioner shall also serve on the City of Capitola's Library Advisory Committee	Barbara Gorson
SANTA CRUZ REGIONAL 911 BOARD	City Manager Goldstein designated by JPA.
City Manager Goldstein (Representative)	
OVERSIGHT BOARD FOR THE CAPITOLA SUCCESSOR AGENCY	Council Member Termini's appointment remains unless the City Council takes action to appoint another Council Member.
Council Member Termini	
Senior Planner Cattan	

2016 Appointments; Rev 12/31/15

2015 COUNTY/MULTI-COUNTY BOARDS CAPITOLA REPRESENTATIVES LIST

Name of Board – Meeting Information	Capitola Representative(s)
<p>Advisory Council of the Area Agency on Aging - Seniors Council of Santa Cruz & San Benito Counties</p> <p><i>(Meets: 2nd Wednesday of each month except for August and December, from 10:00 a.m. to 12:00 Noon at 234 Santa Cruz Avenue, Aptos)</i></p>	<ul style="list-style-type: none"> • Al Carlson <i>(Representative)</i> • Stephanie Harlan <i>(Alternate)</i>
<p>Arts Council Santa Cruz County</p> <p><i>(Meets: 3rd Thursday of every other month from 3:30 to 5:00 p.m. at various locations)</i></p>	<ul style="list-style-type: none"> • Dennis Norton
<p>Association of Monterey Bay Area Governments (AMBAG) ▲</p> <p><i>(Meets: 2nd Wednesday of each month at 7:00 p.m. at various locations)</i></p>	<ul style="list-style-type: none"> • Ed Bottorff <i>(Representative)</i> • Dennis Norton <i>(Alternate)</i>
<p>Community Action Board of Santa Cruz County</p> <p><i>(Meets: 3rd Wednesday of each month at 6:15 p.m.)</i></p>	<ul style="list-style-type: none"> • Kristen Peterson <i>(Representative)</i> • George Winslow <i>(Alternate)</i>
<p>Community Television of Santa Cruz County Board of Directors</p> <p><i>(Meets: 10 times per year at 5:30 p.m. at Community Television Offices, 816 Pacific Avenue, Santa Cruz)</i></p>	<ul style="list-style-type: none"> • Larry Laurent <i>(Current term expires 11/2016)</i>
<p>Criminal Justice Council of Santa Cruz County</p> <p><i>(Meets: Quarterly, starting February 7, 2013 at 3:00 p.m. at 2701 Cabrillo College Drive, Aptos)</i></p>	<ul style="list-style-type: none"> • Jamie Goldstein <i>(Representative)</i> • Michael Termini <i>(Representative)</i>
<p>LAFCO (Local Agency Formation Commission) ▲</p> <p><i>(Meets: 1st Wednesday of each month except for July, at 9:30 a.m. in the County Board of Supervisors Chambers, 701 Ocean Street, Santa Cruz)</i></p>	<ul style="list-style-type: none"> • Ed Bottorff ♦ <i>(Representative)</i> <i>5/1/14 the City Select Committee appointed Bottorff to serve a 4-year term beginning 5/5/14 (term expires 5/5/18); and Linda (Scotts Valley) to serve as alternate.</i>
<p>League of California Cities</p> <p><i>(Meets: Monterey Bay Division meets on the 1st Monday of every other month at 7 p.m. at various locations. Dinner meetings)</i></p>	<p>Open to All Council Members</p>
<p>Monterey Bay Unified Air Pollution Control District (MBUAPCD)▲</p> <p><i>(Meets: 3rd Wednesday of each month at 1:30 p.m. at the District Office: 24580 Silver Cloud Ct., Monterey)</i></p>	<ul style="list-style-type: none"> • Mike Termini <i>(Representative)</i> <i>(Appointed on 1/7/15 by the City Select Committee; term ends 12/31/17)</i>

Name of Board/Commission/Committee	Capitola Representative(s)
Santa Cruz County Children's Network <i>(Meets five times a year at noon in the County Office of Education)</i>	<ul style="list-style-type: none"> • Jacques Bertrand (<i>Representative</i>) • Michael Termini (<i>Alternate</i>)
Santa Cruz County Conference & Visitors Council <i>(Meets: Last Wednesday at 3:00 p.m. every other month except for November when meeting is TBD, at Goodwill Industries, 350 Encinal Street, Santa Cruz)</i>	<ul style="list-style-type: none"> • Jamie Goldstein (<i>Representative</i>) <i>Select Committee approved the appointment of Jamie Goldstein to serve as the city rep for a two year term (7/1/15-6/31/17).</i>
Santa Cruz County Flood Control & Water Conservation District, Zone 5 ▲ <i>(Meets: Quarterly on the 4th Tuesday at 10 a.m. in the County Board of Supervisors Chambers, 701 Ocean Street)</i>	<ul style="list-style-type: none"> • Dennis Norton (<i>Representative</i>) ♦ • Jacques Bertrand (<i>Alternate</i>) ♦
Santa Cruz County Hazardous Materials Advisory Commission <i>(Meets: 4th Wednesday of every other month at 9 a.m. at Central Fire District Headquarters, 930 17th Avenue)</i>	<ul style="list-style-type: none"> • Jacques Bertrand (<i>Representative</i>) <i>(Term expires 4/1/2019)</i>
Santa Cruz County Library Financing Authority <i>(Meets twice yearly in January and June Main Library)</i>	<ul style="list-style-type: none"> • Michael Termini ♦ (<i>Representative</i>) • Jacques Bertrand (<i>Alternate</i>)
Santa Cruz County Library Facilities Financing Authority Joint Powers Board ▲	<ul style="list-style-type: none"> • Jamie Goldstein (<i>Representative</i>)
Santa Cruz County Library Joint Powers Board ▲ <i>(Meets: 1st Monday of each month at 7:30 p.m. at the Main Library Community Room)</i> County Clerk receives original Form 700	<ul style="list-style-type: none"> • Michael Termini ♦ • Jacques Bertrand (<i>Alternate</i>)
Santa Cruz County Integrated Waste Management Local Task Force <i>(Meets: 4 x/year)</i> The term of expiration for both is January 25, 2017	<ul style="list-style-type: none"> • Larry Laurent (<i>Representative</i>) • Stephanie Harlan (<i>Alternate</i>)
Santa Cruz County Regional Transportation Commission (SCCRTC) ▲ ■ <i>(Meets: 1st Thursday of each month except for July, at 9 a.m. at various locations)</i>	<ul style="list-style-type: none"> • Dennis Norton (<i>Representative</i>) ♦ • Michael Termini (<i>Alternate</i>) ♦ <i>(Ed Bottorff Metro Rep on the SCCRTC)</i>
Santa Cruz County Sanctuary Inter-Agency Task Force (Meets quarterly)	<ul style="list-style-type: none"> • Stephanie Harlan (<i>Representative</i>)
Santa Cruz County Sanitation District ▲ <i>(Meets: 1st & 3rd Thursday of each month at 4:45 p.m. at the East Cliff Pumping Station on Lode St., Santa Cruz)</i> County Clerk receives original Form 700	<ul style="list-style-type: none"> • Stephanie Harlan (<i>Representative</i>) ♦

Name of Board/Commission/Committee	Capitola Representative(s)
Santa Cruz County Workforce Investment Board	The City Manager generally serves on this Board.
Santa Cruz Metropolitan Transit District Board ▲ ■ (Meets: 3rd Friday of each month at 8:15 a.m. at Santa Cruz City Hall Council Chambers, 809 Center Street and other locations)	<ul style="list-style-type: none"> • Ed Bottorff (<i>Representative</i>) (Council appointed to 2 year term 1/1/15 - 12/31/16)
Santa Cruz Regional 911 Board ▲	<ul style="list-style-type: none"> • Jamie Goldstein (<i>Representative</i>)

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

■ = Members are required to complete AB 1234 Ethics Training

◆ = Council Member appointment required

Revised: 12/02/15 ss

DEC 04 2015

CITY OF CAPITOLA
CITY CLERK



CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: Arthur Matt
Last First

Residential Neighborhood: Jewel Box

Occupation: Retail Sales

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

Born & Raised in Capitola. 45 year resident 12 year
business owner in Capitola. Wanting to give back and
help serve my community

Chamber Executive Board Member

(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.

12/2/15
Date

Matt [Signature]
Signature of Applicant

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

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

Attachment: FAC Application, Roster, and Chamber Board Letter of Recommendation (1318 : City Council Appointments)



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

Finance Advisory Committee Current Members (ONE YEAR TERM)

NAME	APPOINTEE	EMAIL	DATE APPOINTED	TERM EXPIRES
Michael Termini	Mayor Norton or appointment	michael@triadelectric.com	12/9/04 1/18/07 12/9/10 12/8/11 1/10/13 1/9/14 1/8/15	12/31/14 12/31/15
Jacques Bertrand	Vice Mayor Bottorff's appointment	jbertrand@ci.capitola.ca.us	1/8/15	12/31/15
Christine McBroom, Treasurer *	City Treasurer	cmcbroom@lanaifinancialsolutions.com	7/23/09 12/9/10 1/10/13 9/12/13	(Bus Rep) (Bus Rep) (Bus Rep) 12/31/15
Nathan Cross	Council Member Norton's appointee	4xcross@gmail.com	12/8/11 1/10/13 12/12/13 1/22/15	12/31/15

NAME	APPOINTEE	EMAIL	DATE APPOINTED	TERM EXPIRES
Will O'Sullivan	Council Member Harlan's appointee	wocrs@hotmail.com	11/22/11 1/10/13 12/12/13 1/8/15	12/31/14 12/31/15
Brigitte Estey	Council Member Bottorff's appointee	esteys@sbcglobal.net	9/10/15	12/31/15
Sondi Carcello	Business Representative	sondiandeditswinetyme@yahoo.com	1/22/15	12/31/15

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

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

Revised: 10/08/15 ss



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

December 2, 2015

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

Hello Su:

The Capitola-Soquel Chamber of Commerce would like to recommend Matt Arthur to join the City Finance Committee as of January 1, 2016.

Matt currently is on the Capitola-Soquel Chamber of Commerce Board of Directors. He is the owner of Capitola Beach Company and a Capitola resident.

Please let me know if you need more information.

Thank you!



**Toni Castro
Chief Executive Officer**

8392

RESOLUTION NO. 4042

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
ESTABLISHING THE CITY OF CAPITOLA
LIBRARY ADVISORY COMMITTEE**

WHEREAS, The Capitola Branch Library is part of the Santa Cruz Public Library System; and

WHEREAS, The City of Capitola is working towards building a new public library in the City to replace the existing 4,320 square foot library, housed in a modular, temporary building which opened in 1999; and

WHEREAS, the City desires to establish a committee to advise the City Council, and City's representatives on the Santa Cruz Public Library System Board and Commission, on matters relating to library services; and

WHEREAS, it is the desire of the City Council to establish such a committee and to provide for its regular time and place of meeting and staff; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Capitola as follows:

- Section 1. The Committee shall be called the City of Capitola Library Advisory Committee (Library Committee) and is hereby established.
- Section 2. The purpose of the Library Committee is to provide advice and recommendations to the City Council, and City's representatives on the Santa Cruz Public Library System Board and Commission regarding library: services, facilities and budgetary issues, and to provide a local forum to receive community input regarding libraries.
- Section 3. The Library Committee shall be comprised of seven (7) voting members, consisting of one City Council member and one (1) Library Commissioner appointed by the City Council, and (5) appointees from each of the City Council members, plus the City's representative on the Santa Cruz Public Library System Board who shall serve on the Committee as a nonvoting ex officio member.
- Section 4. The Library Committee members shall reside within the City of Capitola or within two miles of the Capitola Branch Library.
- Section 5. The regular meetings of the Library Committee will be held on a bi-monthly basis (once every two months). Special meetings may be scheduled as needed.
- Section 6: The City will provide staff support to the Library Committee as assigned by the City Manager. The assigned staff will be primarily responsible for assisting the Library Committee with the preparation of agendas and minutes, compilation of material for discussion at meetings and follow-up as necessary.
- Section 7: The appointed members of the Library Committee shall serve for one year terms. There shall be no limit to the number of consecutive terms a Committee member may serve.

8393

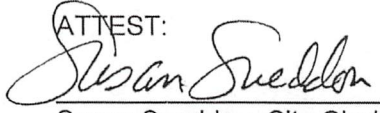
RESOLUTION NO. 4042

I HEREBY CERTIFY that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 10th day of December, 2015, by the following vote:

- AYES: Council Members Bertrand, Harlan, Termini, Norton, and Mayor Bottorff
- NOES: None
- ABSENT: None
- ABSTAIN: None



 Ed Bottorff, Mayor

ATTEST:

 _____, CMC
 Susan Sneddon, City Clerk

Attachment: Library Advisory Committee Applications and Attachments (1318 : City Council Appointments)

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DEC 29 2015

CITY OF CAPITOLA



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: GRAY ARIEL
Last First

Residential Neighborhood: Cliffwood Heights

Occupation: healthcare

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

I am an avid supporter and utilize of our local libraries. My children and I frequent the Capitola library almost every week, we love the world the library gets to us, and we have enjoyed many of the storytime and craft programs. As a community member with such a fondness ~~and~~ for our libraries, I would very much enjoy contributing to the future success of our local library. I have

(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.

12/29/2015
Date

Ariel Gray
Signature of Applicant

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

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Frequented many of the libraries in our county and find them all different but rewarding places. I would bring the perspective of someone who uses the library for multiple audiences (adult and child), has experience with multiple libraries in our county, and is firmly committed to the success of our public libraries.

Thank you
And for

RECEIVED

DEC 28 2015

CITY OF CAPITOLA



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: ORTIZ Gayle
Last First

Residential Neighborhood: RIVERVIEW Terrace

Occupation: BAKERY & ROSTICCERIA OWNER

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

I served on the LIBRARY TPA FOR A FEW YEARS AND
HAVE BEEN ON EVERY CAPITOLA LIBRARY COMMITTEE
we've ever had.

and finally, I am dedicated to BUILDING and
maintaining the BEST LIBRARY in the County.

(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.

12/16/2015
Date

Gayle Ortiz
Signature of Applicant

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

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Attachment: Library Advisory Committee Applications and Attachments (1318 : City Council Appointments)



JAN 04 2015
CITY OF CAPITOLA
CITY CLERK

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: DILEONARDO Pat.
Last First

Residential Neighborhood: Capitola

Occupation: retired librarian/teacher

Describe your qualifications and interest in serving on this Board/Commission/Committee:
Libraries are very important to a community and should provide the services that citizens of all ages need to empower their lives. It has been my delight to always have access to libraries and good personnel who staffed them. My experience as a librarian certified at all grade levels plus time in university facilities and public.
(Use additional paper, if necessary) (over)

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 January 2016
Date

[Signature]
Signature of Applicant

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

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Attachment: Library Advisory Committee Applications and Attachments (1318 : City Council Appointments)

libraries has provided much exposure to what a library can do for its clients.

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DEC 30 2015

CITY OF CAPITOLA



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: Gorson Barbara
Last First

Residential Neighborhood: Riverview Terrace

Occupation: Retired

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

See attached

(Use additional paper, if necessary)

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

12/21/15
Date

Barbara Gorson
Signature of Applicant

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

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Attachment: Library Advisory Committee Applications and Attachments (1318 : City Council Appointments)

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DEC 30 2015

CITY OF CAPITOLA

Barbara Gorson Regional Library Commission Application

I am interested in serving on the Regional Library Advisory Committee because I know that libraries make a real difference in people's lives and provide significant value to our communities. Our Capitola Branch provides services and programs to a diverse and changing community and I am very excited that when our new branch is completed, we will deliver top-notch 21st century services to our current patrons as well as some of the traditionally underserved populations in our communities.

The Capitola Branch draws users from a wide area, including Soquel and Live Oak. When our new branch is opened, that will only increase, so I am focused on ensuring that the Capitola Branch inputs, opinions and needs are incorporated into the Regional System plans.

I am passionate about libraries and well qualified to serve on this Committee (and the Capitola Library Committee) because of my corporate finance and HR background, my Library education and experience and my connection to the Capitola community. I have knowledge of library services, functions and organization, as well as funding and budgets and planning. I understand the values and standards of professional library practice and I keep up with library trends and the evolving and dynamic library environment. I am confident that the Regional System provides the optimal approach to delivering library services and am supportive of maximizing the value of our system.

Specific qualifications include:

- Resident of Capitola for 17 years
- Member of the Capitola Ad Hoc Library Committee since it's inception
- MBA with 16 years experience at Intel Corporation as a Senior Finance/HR Manager
- Library and Information Science masters degree awarded 10 years ago
- Two terms on the Library Joint Powers Board; Chair of the Board for the last 2 years; member of the Finance Sub Committee.
- Chair of the 2010 Library Service Model Task Force
- Member of the Santa Cruz City County Library Long Term Strategic Plan Committee
- Member of the Measure R Library Campaign Committee
- Member of the Friends of Santa Cruz Library
- Last but not least, heavy user of the Santa Cruz Libraries.

I am a firm believer in the public good that our libraries provide through free access to information, and I have a deeply held belief that the public library provides a place (both physically and digitally) for information, ideas and expression that is crucial to our society. I am enthusiastic about representing the Capitola Branch as we continue to bring value to our communities.



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

APPLICATIONS FOR APPOINTMENT TO: City of Capitola Library Advisory Committee

NOTICE IS HEREBY GIVEN that the City Council is seeking appointments for community members willing to serve on the City's Library Advisory Committee. The City Council will be appointing the following positions:

- Five (5) appointees to the City's Library Advisory Committee, one appointee by each of the City Council members.

Appointments to the City's Library Advisory Committee shall be for a one (1) year term ending December 2016. Applicants shall reside within the City of Capitola or within two miles of the Capitola Branch Library.

The purpose of the City's Library Advisory Committee is to provide advice and recommendations to the City Council, City's representatives on the Santa Cruz Public Libraries System Board and Commission regarding library services, facilities and budgetary issues, and to provide a local forum to receive community input regarding libraries.

The regular meetings of the Library Advisory Committee will be held on a bi-monthly basis (once every two months). Special meetings may be scheduled as needed. Specific questions regarding the Committee can be directed to staff representative 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: Monday, January 4, 2016

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 by selecting City Government / Boards and Commissions/ Committees / Library Committee OR go to www.cityofcapitola.org/bc and select the Library Committee and click on "Recruitment Notice and Application."

I, Susan Sneddon, City Clerk of the City of Capitola, California, hereby certify that the above Notice was posted on December 15, 2015.

Dated: December 15, 2015

Susan Sneddon
 City Clerk



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

**APPLICATIONS FOR APPOINTMENT TO:
 Santa Cruz Public Libraries
 Regional Library Commissioner**

NOTICE IS HEREBY GIVEN that the City Council is seeking applications from community members willing to serve as the City's representative on the Santa Cruz Public Libraries Commission.

The appointment to the Santa Cruz Public Libraries System Commission shall be for a 3-4 year term. Applicants shall reside within the City of Capitola.

The Santa Cruz Public Libraries System Commission is intended to be a voice of the community to provide advice and feedback to the Regional Library Governing Board and the Regional Director of Libraries. The Commission will review programs and services and make necessary recommendations as they pertain to the provision of these programs and services.

The regular meeting schedule of the Santa Cruz Public Libraries System Commission has not yet been determined.

The Commissioner shall also serve on the City of Capitola's Library Advisory Committee. The purpose of the City's Library Advisory Committee is to provide advice and recommendations to the City Council, City's representatives on the Santa Cruz Public Libraries System Board and Commission regarding library services, facilities and budgetary issues, and to provide a local forum to receive community input regarding libraries.

The regular meetings of the City's Library Advisory Committee will be held on a bi-monthly basis (once every two months).

Application Deadline: Monday, January 4, 2016

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 by selecting City Government / Boards and Commissions/ Committees / Library Committee OR go to www.cityofcapitola.org/bc and select the Library Committee and click on "Recruitment Notice and Application."

I, Susan Sneddon, City Clerk of the City of Capitola, California, hereby certify that the above Notice was posted on December 15, 2015.

Dated: December 15, 2015

Susan Sneddon
 City Clerk

RECEIVED

DEC 14 2015

CITY OF CAPITOLA



CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: BERTRAND, JOY
Last First

Residential Neighborhood: SCOTT'S VALLEY

Occupation: RETIRED

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

SEE ATTACHED SHEET

(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.

12/10/2015
Date

Joy M. Bertrand
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk

420 Capitola Avenue, Capitola, CA 95010

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

Attachment: Advisory Council to the Area Agency on Aging Application (1318 : City Council Appointments)

QUALIFICATIONS AND INTEREST IN SERVING ON ADVISORY COUNCIL:

I am interested in serving as a representative on the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties. My qualifications are as follows:

Bachelor of Science in Social Science with a minor in Gerontology (1996) SJSU

Master of Science in Social Work with an emphasis in Aging (2005) SJSU

Paralegal Certificate (1999) UC Santa Cruz

In addition to completing all of the course requirements for my degrees, I spent one year as an intern for County of Santa Cruz Adult Protective Services. I also spent one year interning for Advocacy, Inc. while completing my Master's thesis of "An Exploratory Study Of Elder Abuse In Skilled Nursing Facilities In Santa Cruz County."

I have an extensive career in the legal profession with a wide range of experience including personal injury and medical malpractice, many cases dealing with allegations of elder abuse in skilled nursing facilities.

I retired in 2013 from the legal field and in so doing have more time to utilize my education and experience to be an advocate for aging issues in our community.

Thank you for your consideration. I welcome the opportunity of meeting and discussing the appointment for Advisory Council to the Area Agency on Aging in further detail. I can be reached by email at joyمبرtrand@sbcglobal.net or by phone at (831) 332-9100.



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: City Manager Department

SUBJECT: Consider the December 10, 2015, Regular City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

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

ATTACHMENTS:

1. Draft December 10, 2015, City Council Minutes

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

12/29/2015

**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, DECEMBER 10, 2015 – 7:00 PM**

**CLOSED SESSION - 6:15 PM
CITY MANAGER'S OFFICE**

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

(One case)

Water Rock Construction, Inc. v. City of Capitola
[Arbitration Claim]

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

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

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code §54957.6)

Negotiator: Jamie Goldstein, City Manager
Employee Organizations: (1) Association of Capitola Employees; (2) Capitola Police Captains, (3) Capitola Police Officers Association, (4) Confidential Employees; (5) Mid-Management Group; and (6) Department Heads

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the City Council discussed existing litigation regarding the arbitration claim entitled Water Rock Construction, Inc. v. City of Capitola; there was no reportable action. Mr. Condotti stated that the City's real property negotiator, City Manager Goldstein, provided a status report regarding 2091 Wharf Road, Capitola, CA; the Council provided instruction to City Manager Goldstein; there was no reportable action. Lastly, the Council received a report regarding labor negotiations involving the (1) Association of Capitola Employees; (2) Capitola Police Captains, (3) Capitola Police Officers Association, (4) Confidential Employees; (5) Mid-Management Group; and (6) Department Heads; the Council provided direction to the City Manager; there was no reportable action.

3. ADDITIONAL MATERIALS

City Clerk Sneddon stated that additional material was received regarding Item 8.A. related to the recommendations for appointments to the Art and Cultural Commission.

4. ADDITIONS AND DELETIONS TO AGENDA

(None provided)

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)

5. PUBLIC COMMENTS

Carin Hanna, Business Improvement Area Advisory Committee representative, provided appreciation for the holiday decorations in the Village.

Toni Castro, Capitola/Soquel Chamber of Commerce Executive Director, stated that on December 14th at 5:30 p.m. there will be a palm tree lighting ceremony in the Village.

Jane Schwickerath, Diversity Center 60+ Seniors Program (Program) Volunteer Coordinator, provided an update regarding the Program. She introduced Steve Matsey who is a social worker intern working with the Program.

City Clerk Sneddon stated there is a recruitment process underway for an Ex-Officio Student on the Commission on the Environment, and for a City representative on the Advisory Council of the Area Agency on Aging - Seniors Council of Santa Cruz & San Benito Counties.

Council Member Harlan stated that rain barrels will be available at City Hall on Saturday, December 12th from 9:00 am to 12 (Noon).

Mayor Norton provided an update regarding the 2040 Santa Cruz County Regional Transportation Plan.

City Manager Goldstein stated that artist Maia Negre's work is displayed in the Council Chambers. In addition, he stated that the City is prepared for a high tide event that will occur approximately at 9:30 a.m. on December 11th.

6. CITY COUNCIL REORGANIZATION

Mayor Norton thanked City staff, current and past Council Members for their support. He commented on the many recent accomplishments of the City.

RESULT:	ADOPTED [UNANIMOUS] TO APPOINT COUNCIL MEMBER ED BOTTORFF AS THE NEW MAYOR
MOVER:	Michael Termini, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

Council Member Norton handed the gavel to Mayor Bottorff.

Mayor Bottorff presented a plaque of appreciation to outgoing Mayor Norton.

Mayor Bottorff accepted the position as Mayor and thanked his family and friends for their support and for attending this evening's meeting. He also thanked the Council Members for their support the past three years.

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)

RESULT: ADOPTED [UNANIMOUS] TO APPOINT COUNCIL MEMBER STEPHANIE HARLAN AS THE NEW VICE MAYOR
MOVER: Dennis Norton, Council Member
SECONDER: Michael Termini, Council Member
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

(None provided)

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

Council Member suggested that a portion of Item 8.A. with the exception of appointments to the City's Art and Cultural Commission and the Historical Museum Board be continued to the next City Council meeting.

RESULT: ADOPTED [UNANIMOUS] TO CONTINUE THE APPOINTMENTS LISTED IN ITEM 8.A. WITH THE EXCEPTION OF THE CITY'S ART & CULTURAL COMMISSION AND THE HISTORICAL MUSEUM BOARD APPOINTMENTS.
MOVER: Michael Termini, Council Member
SECONDER: Dennis Norton, Council Member
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

- A. Review City Council Representation on Various County/Multi-County Boards, Commissions, and Committees; and City Council Appointments, Reappointments, and Nominations of Members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency [110-10]
RECOMMENDED ACTION: To make appointments to the various County/Multi-County Boards, Commissions, and Committees; and City Council appointments, reappointments, and nominations of members to City Internal Advisory Bodies, and to the Oversight Board for the Capitola Successor Agency.

RESULT: ADOPTED [UNANIMOUS] TO RE-APPOINT/APPOINT THE FOLLOWING "AT-LARGE" MEMBERS TO THE CITY'S ART AND CULTURAL COMMISSION: (1) INCUMBENT NATHAN CROSS; (2) INCUMBENT DAVID KRAEMER; (3) INCUMBENT LAURIE HILL; AND (4) NEW APPLICANT MARY BETH CAHALAN
MOVER: Dennis Norton, Council Member
SECONDER: Michael Termini, Council Member
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

RESULT: ADOPTED [UNANIMOUS] TO APPOINT STEPHANIE TETTER TO FILL THE VACANCY ON THE CITY'S HISTORICAL MUSEUM BOARD
MOVER: Michael Termini, Council Member
SECONDER: Dennis Norton, Council Member
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)

9. CONSENT CALENDAR

RESULT: ADOPTED [UNANIMOUS] ITEM NO. 9.A., 9.B., 9.C. 9.D., 9.E., 9.F., 9.G., AND 9.H.
MOVER: Michael Termini, Council Member
SECONDER: Dennis Norton, Council Member
AYES: Norton, Bottorff, Bertrand, Harlan, Termini

- A. Consider the November 24, 2015, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of December 3, 2015
RECOMMENDED ACTION: Receive Minutes.
- C. Approval of City Check Register Reports Dated November 6, November 13, November 20, November 27, 2015
RECOMMENDED ACTION: Approve Check Register Reports.
- D. Adoption of **Resolution No. 4039** authorizing an Increase in the Residential and Commercial Garbage Collection and Recycling Rates [930-45]
RECOMMENDED ACTION: Adopt the proposed Resolution approving the Rate Schedule for Residential and Commercial Garbage Collection and Recycling in Capitola effective January 1, 2016, superseding Resolution No. 4010, as authorized in the Franchise Agreement dated April 24, 2008, and amended on December 13, 2012.
- E. Adoption of **Resolution No. 4040** Setting the Interest Rate for Tenant’s Security Deposits for 2016 at Zero Percent (0%), as was Set for 2015 [750-10]
RECOMMENDED ACTION: Adopt a Resolution setting the interest rate for tenant’s security deposits for 2016 at zero percent (0%), as was set for 2015.
- F. Adoption of **Resolution No. 4041** Urging the State to Provide New Funding for Public Transportation Infrastructure [1170-10]
RECOMMENDATION: Adopt a Resolution of support urging the State of California to provide new funding for transportation and directing the Mayor to write letters in support of funding to the Governor and State Representatives.
- G. Receive Annual Donations and Contributions Report
RECOMMENDED ACTION: Receive the Annual Donations and Contributions Report.
- H. Consider a Side Agreement Extending Time to Commence Construction of Capitola Branch Library with the County of Santa Cruz [500-10/760-05 A/C: County of Santa Cruz]
RECOMMENDED ACTION: Authorize the City Manager to execute a Side Agreement extending time to commence construction of Capitola Branch Library with the County of Santa Cruz to extend the time limit to begin construction by one year.

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Consider an Amendment to the Santa Cruz Libraries Facilities Financing Authority Joint Powers Agreement [230-10/500-10 A/C: Santa Cruz County Library Joint Powers Authority]
RECOMMENDED ACTION: Approve the First Amendment to the Santa Cruz Libraries Facilities Financing Authority Joint Exercise of Powers Agreement and authorize the City Manager to sign the Amendment upon approval by the other member entities, and County approval of the City-County library contract extension.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Termini, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

- B. Consider Amendments to the Library Service and Library Financing Joint Powers Agreements [230-10/500-10 A/C: Santa Cruz County Library Joint Power Agreement]
RECOMMENDED ACTION:
 1. Approve the Fourth Amendment to the Joint Powers Agreement Between the City of Santa Cruz and the County of Santa Cruz and the Cities of Capitola and Scotts Valley, relating to library services; and
 2. Direct the City Clerk to advertise the opportunity to serve on the regional Library Advisory Commission; and
 3. Approve the Second Amendment to the Joint Exercise of Powers Agreement establishing the Santa Cruz County Library Financing Authority.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Termini, Council Member
SECONDER:	Dennis Norton, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

- C. Adoption of ***Resolution No. 4042*** Establishment of the City of Capitola Library Advisory Committee [230-10]
RECOMMENDED ACTION: Approve a Resolution establishing the City of Capitola Library Advisory Committee, dissolve the Capitola Library Ad Hoc Committee, and direct the City Clerk to advertise the opportunity to serve on the City of Capitola Library Advisory Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Termini, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)

11. ADJOURNMENT

Meeting adjourned at 8:00 PM.

ATTEST:

Dennis Norton, Mayor

_____, CMC
Susan Sneddon, City Clerk

Attachment: Draft December 10, 2015, City Council Minutes (1293 : Approval of City Council Minutes)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: Finance Department

SUBJECT: Approve the Budget Calendar for the 2016-2017 Fiscal Year

RECOMMENDED ACTION: Approve Budget Calendar for Fiscal Year 2016-2017.

BACKGROUND: The Capitola Municipal Code requires the City to prepare and disseminate a budget calendar on or before March 1 of any fiscal year. The attached calendar provides dates for budget study sessions, hearings, meetings, and other significant budget events.

DISCUSSION: Staff has prepared the attached draft Budget Calendar for Fiscal Year 2016/17. The budget cycle begins with a City Council/Successor Agency Meeting on February 25, 2016. This meeting will focus on receiving the mid-year budget update and establishing Fiscal Year 2016/17 Budget Principles. The budgeting principles will service to guide staff's preparation of the Proposed Budget.

Pursuant to this calendar, the Proposed Budget will be distributed on Friday, May 13, 2016, and the presentation of the City and Successor Agency Budgets is scheduled for a Special Meeting on Wednesday, May 18, 2016. This is a tentative schedule that may be changed as necessary by the City Manager and/or Council. Some meetings may be cancelled if they become unnecessary based on prior sessions.

FISCAL IMPACT: None

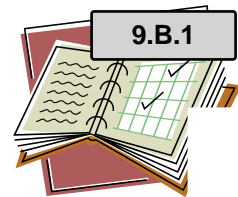
ATTACHMENTS:

1. Budget Calendar Fiscal Year 2016/17

Report Prepared By: Mark Welch
Finance Director

Jamie Goldstein, City Manager

1/6/2016



CITY OF CAPITOLA BUDGET CALENDAR - 2016/2017 FISCAL YEAR

The City Manager and/or the City Council may change this tentative schedule.

NOTE: Some meetings may be cancelled if they become unnecessary based on prior sessions.

Meeting Date 2016	Week/Day	Nature of Meeting	Description
February 25	4 th Thursday	City Council/ Successor Agency	Establish Budgeting Principles / Mid-Year presentation
March 15	3 rd Tuesday	Finance Advisory Committee	Finance Advisory Committee to discuss elements of the Budget
April 7	1 st Thursday	Planning Commission	Planning Commission Review of the Capital Improvement Program (CIP)
May 13	2 nd Friday	N/A	Proposed Budget Distribution
May 17	3 rd Tuesday	Finance Advisory Committee	Finance Advisory Committee to discuss proposed Budget and draft presentation with recommendations to Council
May 18	3 rd Wednesday	*Special Joint City Council/ Successor Agency	Presentation of City, Successor Agency & CIP Budgets
May 24	4 th Tuesday	Finance Advisory Committee	Review Proposed Budget and develop recommendations for Council Presentation.
May 26	4 th Thursday	*Regular City Council/Successor Agency	
June 1	1 st Wednesday	*Special Joint City Council/ Successor Agency	<ul style="list-style-type: none"> - Continue Proposed Budget discussion - Finance Advisory Committee Presentation - Council Deliberations
June 9	2 nd Thursday	*Regular City Council/Successor Agency	Reports from Finance: Appropriations Limit Resolution and Investment Policy
June 16	3 rd Thursday	*Special Joint City Council/ Successor Agency	Final City Council and Successor Agency Budget deliberations (<i>If necessary</i>)
June 23	4 th Thursday	*Regular City Council/Successor Agency	Final Adoption of the City and Successor Agency Budgets and Pertinent Resolutions

NOTE: **Special** meetings will begin at 6:00 p.m., all Regular meetings begin at 7:00 p.m. Meetings with an asterisk (*) are held in the City Hall Council Chambers and will be televised "Live" on Charter Communications Cable Channel 8. The Finance Advisory Committee Meetings begins at 6:00 pm, and are scheduled to be held in the Council Chambers.

Attachment: Budget Calendar Fiscal Year 2016/17 (1155 : Budget Calendar)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: Capitola Police Department

SUBJECT: Receive Report on Special Events Highlights and Issues for 2015

RECOMMENDED ACTION: Receive report and provide direction regarding 2016 special events.

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

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

Minor Special Events can be approved by the City Manager providing specific findings can be made. All applications for new General Special Events must be reviewed by the City Council. However, events that were held the prior year may be approved by the City Manager if there are no significant modifications compared to prior years, and there were no major problems with the event in recent prior years.

The purpose of this hearing is to review the 2015 Special Events, call out any issues, and identify if any additional review should be required for recurring Events in 2016. If no issues are identified for a particular Event, and the Event organizer proposes no significant changes, staff will issue issue permits for those recurring special events in 2016.

DISCUSSION: In 2015 tThe Police Department issued 11 General Special Event Permits (two fewer than 2014) and 14 Minor Special Event Permits (three more than 2014) from November 2014, to November 2015. There were five new Minor Special Events this year: Operation Surf - Cross Fit; Begonia Planting Workshop; She Is Beautiful Yoga Event; Opera on the Beach; and the En Pleine Aire Art and Cultural Event. All of these new minor events were held at Esplanade Park with fewer than 200 attendees and were one day events.

The returning General Events included the Wharf to Wharf, the Art and Wine Festival, the Begonia Festival, the Car Show, the Marc Monte Foundation Fireworks, the Jay Moriarity Paddleboard Race, the Surf City AIDS Ride, the AIDS Lifecycle, the Mermaid Triathlon, and the Capitola Half Marathon. The Minor Events were Art at the Beach, the Twilight Concerts, Movies at the Beach, the Easter Egg Hunt, the Kite Classic, the Halloween Parade, Surfing Santa, Women on Waves, and two block parties.

Special Event Highlights and Issues
January 14, 2016

There were few issues or changes associated with this year's events. The Capitola Car Show received two complaints for noise; fewer complaints than 2014. There were two complaints from residents regarding amplified sound from the Mermaid Half Marathon. This is the second consecutive year of this same complaint and staff has consulted with the event promoter regarding this issue.

In regards to the Monte Fireworks Show, there were fewer traffic related issues than the previous year. The Police Department did receive concerns from neighbors in the Jewel Box area who reported finding debris on their cars from the Fireworks display. To the best of staff's knowledge there have been no claims filed with the City. It was estimated that approximately 10,000 attended the event. City staff worked with the event organizers and wharf tenants to accommodate a safe display location on the wharf.

The Police Department contracted services from the City of Santa Cruz Fire Department for a fire safety boat to ensure a safe zone in and around the wharf. Staff also utilized social media to residents to minimize traffic congestion. Road closures were implemented similar to the Wharf to Wharf pattern. Staff believes holding the event in October and on Sunday helped minimize overtime and impacts to City services. Weather does have an impact on attendance and activities. The event started and ended on time and there were no major issues associated with the Monte Foundation Fireworks Show.

The Council stopped issuing grants for permit fees and personnel costs in 2012. From November 2014, to November 2015, the Police Department billed 246.25 Police personnel hours (an increase of 34 hours from 2014) and 52.50 Public Works personnel hours (a decrease of 50 hours from 2014), totaling \$15,511.20. Those costs were reimbursed by the special event sponsors. The total permit and bandstand rental fees paid during the same period were \$8,470.25.

It is worth noting that the Art & Wine Festival has worked diligently with the Police Department to minimize public safety impacts. Sales of wine ended an hour earlier than in previous years. The Police Department noted there were fewer calls for service. In 2014 there were 12 alcohol-related arrests while in 2015 there was zero. Not all of these arrests are directly associated with the Art & Wine event; however, the management of alcohol related services by all vendors does contribute positively to the overall impacts.

Staff continues to receive complaints and concerns from residents about "event fatigue" and the impacts that the amount number of events have on infrastructure and services. Staff increased its usage of social media to notify residents of upcoming events and road closures, and the feedback was positive.

The Police Department has already received inquiries from potential applicants for additional minor events for 2016.

FISCAL IMPACT: None

ATTACHMENTS:

1. 2015 Special Events

Report Prepared By: Deince Pearson
Administrative Records Analyst

Special Event Highlights and Issues
January 14, 2016



Jamie Goldstein, City Manager

2015 Special Events

Event	Date(s)	PD Hrs	PW Hrs	Staffing	Permits/Bandstand		Total Fees	General	Minor
					Rental				
Easter Egg Hunt	4/4/2015				\$	92.00	\$ 92.00		X
Operation Surf - CrossFit	4/19/2015				\$	84.00	\$ 84.00		X
Operation Surf	4/25 & 4/26/2015				\$	145.95	\$ 145.95		X
Begonia Planting Workshop	5/9/2015				\$	117.95	\$ 117.95		X
Capitola Half Marathon	5/16 & 5/17/2015	1	0	\$ 88.50	\$	1,021.95	\$ 1,110.45	X	
AIDS Lifecycle	6/1/2015				\$	145.95	\$ 145.95	X	
Car Show	6/06 & 6/07/2015	25.5	2	\$ 2,174.00	\$	1,021.95	\$ 3,195.95	X	
Twilight Concerts	6/10 - 8/26/2015						\$ -		X
Art & Music at the Beach	6/14 - 8/16/2015						\$ -		X
Jay Race	6/20/2015				\$	145.95	\$ 145.95	X	
Jewel Street Block Party	7/4/2015				\$	145.95	\$ 145.95		X
She.is.beautiful Yoga Event	7/11/2015				\$	173.95	\$ 173.95		X
Wharf to Wharf	7/26/2015	71	33	\$ 5,598.50	\$	391.95	\$ 5,990.45	X	
Movies on the Beach	8/28, 9/11 & 9/18/2015						\$ -		X
Begonia Festival	9/04 - 9/07/2015	32	2	\$ 2,442.00	\$	601.95	\$ 3,043.95	X	
Art & Wine	9/12 & 9/13/2015	53.75	5	\$ 4,223.25	\$	1,021.95	\$ 5,245.20	X	
Surf City AIDS Ride	9/20/2015				\$	145.95	\$ 145.95	X	
Opera	9/20/2015						\$ -		X
Mermaid Triathlon	10/3/2015	30	4	\$ 775.95	\$	2,611.00	\$ 3,386.95	X	
Monte Foundation Fireworks	10/11/2015	30.5	6.5				\$ -	X	
Women on Waves	10/17/2015				\$	145.95	\$ 145.95		X
Halloween Parade	10/25/2015				\$	181.95	\$ 181.95		X
Surfers Path	11/8/2015	2.5	0	\$ 209.00	\$	181.95	\$ 390.95	X	
en Pleine Aire	11/7 & 11/8/2015						\$ -		X
Surfing Santa	11/28/2015				\$	92.00	\$ 92.00		X
Totals		246.25	52.5	\$ 15,511.20	\$	8,470.25	\$ 23,981.45	11	14

Attachment: 2015 Special Events (1149 : Special Event Highlights and Issues)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: City Manager Department
SUBJECT: Receive Soquel Creek Water District Report

RECOMMENDED ACTION: Receive report by the Soquel Creek Water District.

DISCUSSION: The Soquel Creek Water District (District) Board President Dr. Bruce Daniels and Interim General Manager Ron Duncan will present information regarding coordination on water-supply management and land-use planning. The presentation will focus on increasing coordination between the District and the City. A brief explanation of the District's water shortage issue will also be presented.

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

12/29/2015



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: Public Works Department

SUBJECT: Stockton Avenue and Esplanade Intersection Improvement Project Contract Award

RECOMMENDED ACTION: Receive report on the bids for the Stockton Avenue and Esplanade Intersection Improvements; award a contract to Anderson Pacific Engineering Contractor in the amount of \$223,928; and approve a budget transfer within the Capital Improvement Fund to cover the higher than anticipated costs.

BACKGROUND: On January 6, 2016, the City received five bids for the Stockton Avenue & Esplanade Intersection Improvement Project. The low bid was from Anderson Pacific Engineering Construction with a bid in the amount of \$223,928. A full summary of the bids can be found in Attachment 1.

DISCUSSION: The Capital Improvement Program has \$150,000 budgeted for this project. In addition a private property owner has agreed to contribute \$17,000 toward the sidewalk replacement fronting their property. The engineer's estimate was \$178,100. The bid prices received are an accurate reflection of the costs of the project in today's market and staff recommends awarding the contract to Anderson Pacific.

To cover the additional cost of the project over the budgeted amount, staff recommends transferring funds within the Capital Improvement Program into this project. Funds can be taken from projects that are scheduled for construction next fiscal year with the funds returned in the next budget cycle. The best source of funds for this project is to transfer monies from the Clares Street Traffic Calming Project to the Stockton Avenue and Esplanade Intersection Improvement Project.

The schedule for the project construction will be dependent on the weather, but it is anticipated the project will begin in late February and take six weeks to complete.

FISCAL IMPACT: To complete the funding for the project staff recommends \$56,928 be transferred from the Clares Street Traffic Calming Project to the Stockton Avenue and Esplanade Intersection Improvement Project.

ATTACHMENTS:

1. Stockton Avenue and Esplanade Intersection Improvements

Report Prepared By: Steve Jesberg
Public Works Director

Stockton & Esplanade Project Contract Award
January 14, 2016



Jamie Goldstein, City Manager

Project: Stockton Avenue & Esplanade Intersection Improvements

Date: 6-Jan-16

Engineer's Estimate

Anderson Pacific

Bid Item	QTY	Unit	Unit Cost	Total	Unit Cost	Total
Mobilization	1	LS	\$ 7,700	\$ 7,700	\$ 14,000	\$ 14,000
Traffic Control and Construction Area Signs	1	LS	\$ 7,700	\$ 7,700	\$ 15,000	\$ 15,000
Demolition	1	LS	\$ 7,900	\$ 7,900	\$ 20,000	\$ 20,000
Relocate Planters	9	EA	\$ 100	\$ 900	\$ 350	\$ 3,150
Temporary Water Pollution Control and Erosion Control	1	LS	\$ 2,500	\$ 2,500	\$ 5,000	\$ 5,000
Subgrade Preparation	6002	SF	\$ 7	\$ 39,013	\$ 2	\$ 12,004
Roadway Excavation	62	CY	\$ 10	\$ 620	\$ 85	\$ 5,270
Aggregate Base	161	TONS	\$ 30	\$ 4,830	\$ 95	\$ 15,295
Concrete Curb and Gutter (Detail S-1)	363	LF	\$ 25	\$ 9,075	\$ 50	\$ 18,150
Valley Gutter	45	LF	\$ 75	\$ 3,375	\$ 59	\$ 2,655
Concrete Sidewalk	2,861	SF	\$ 14	\$ 38,624	\$ 10	\$ 28,610
Driveway Approach	76	SF	\$ 22	\$ 1,672	\$ 10	\$ 760
Type D Curb Ramp	3	EA	\$ 2,500	\$ 7,500	\$ 1,350	\$ 4,050
Case G Curb Ramp	1	EA	\$ 2,000	\$ 2,000	\$ 1,700	\$ 1,700
Brick Pavers	283	SF	\$ 20	\$ 5,660	\$ 48	\$ 13,584
Asphalt Concrete	42	TONS	\$ 120	\$ 5,040	\$ 325	\$ 13,650
Asphalt Grinding	458	LF	\$ 6	\$ 2,748	\$ 5	\$ 2,290
Thermoplastic Traffic Stripes and Pavement Markers	1	LS	\$ 10,000	\$ 10,000	\$ 6,500	\$ 6,500
Install Signs	1	EA	\$ 250	\$ 250	\$ 270	\$ 270
Relocate Sign	6	EA	\$ 250	\$ 1,500	\$ 215	\$ 1,290
Street Lights	2	EA	\$ 3,330	\$ 6,660	\$ 8,500	\$ 17,000
Relocate Street Lights	1	EA	\$ 3,330	\$ 3,330	\$ 4,000	\$ 4,000
Tree Well	4	EA	\$ 1,315	\$ 5,260	\$ 4,400	\$ 17,600
Imported Top Soil (Landscaping)	1	LS	\$ 4,250	\$ 4,250	\$ 2,100	\$ 2,100
				\$ -		
TOTAL				\$ 178,100		\$ 223,928

Attachment: Stockton Avenue and Esplanade Intersection Improvements (1348 : Stockton & Esplanade

Monterey Peninsula Engineering		FBD Vanguard Construction		Don Chapin Co.		Earthworks Paving	
Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
\$ 15,500	\$ 15,500	\$ 30,200	\$ 30,200	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
\$ 20,000	\$ 20,000	\$ 28,780	\$ 28,780	\$ 40,000	\$ 40,000	\$ 14,000	\$ 14,000
\$ 25,000	\$ 25,000	\$ 23,250	\$ 23,250	\$ 25,000	\$ 25,000	\$ 34,800	\$ 34,800
\$ 225	\$ 2,025	\$ 119	\$ 1,071	\$ 180	\$ 1,620	\$ 288	\$ 2,592
\$ 5,000	\$ 5,000	\$ 4,450	\$ 4,450	\$ 5,000	\$ 5,000	\$ 3,600	\$ 3,600
\$ 2	\$ 12,004	\$ 3	\$ 16,506	\$ 2	\$ 9,003	\$ 4	\$ 21,007
\$ 300	\$ 18,600	\$ 80	\$ 4,960	\$ 140	\$ 8,680	\$ 318	\$ 19,716
\$ 80	\$ 12,880	\$ 25	\$ 4,025	\$ 150	\$ 24,150	\$ 176	\$ 28,336
\$ 50	\$ 18,150	\$ 40	\$ 14,520	\$ 65	\$ 23,595	\$ 46	\$ 16,698
\$ 60	\$ 2,700	\$ 48	\$ 2,160	\$ 200	\$ 9,000	\$ 28	\$ 1,238
\$ 10	\$ 28,610	\$ 10	\$ 27,895	\$ 11	\$ 31,471	\$ 14	\$ 40,769
\$ 9	\$ 684	\$ 12	\$ 912	\$ 14	\$ 1,064	\$ 22	\$ 1,672
\$ 1,400	\$ 4,200	\$ 3,400	\$ 10,200	\$ 1,800	\$ 5,400	\$ 2,943	\$ 8,828
\$ 1,700	\$ 1,700	\$ 3,400	\$ 3,400	\$ 1,800	\$ 1,800	\$ 1,980	\$ 1,980
\$ 49	\$ 13,867	\$ 55	\$ 15,424	\$ 60	\$ 16,980	\$ 50	\$ 14,150
\$ 390	\$ 16,380	\$ 479	\$ 20,118	\$ 400	\$ 16,800	\$ 455	\$ 19,110
\$ 5	\$ 2,290	\$ 9	\$ 3,893	\$ 7	\$ 3,206	\$ 20	\$ 9,160
\$ 6,600	\$ 6,600	\$ 6,905	\$ 6,905	\$ 7,500	\$ 7,500	\$ 7,900	\$ 7,900
\$ 270	\$ 270	\$ 282	\$ 282	\$ 275	\$ 275	\$ 400	\$ 400
\$ 220	\$ 1,320	\$ 224	\$ 1,346	\$ 200	\$ 1,200	\$ 500	\$ 3,000
\$ 8,000	\$ 16,000	\$ 9,500	\$ 19,000	\$ 8,000	\$ 16,000	\$ 7,400	\$ 14,800
\$ 3,000	\$ 3,000	\$ 4,200	\$ 4,200	\$ 4,000	\$ 4,000	\$ 2,762	\$ 2,762
\$ 3,500	\$ 14,000	\$ 6,325	\$ 25,300	\$ 5,000	\$ 20,000	\$ 3,600	\$ 14,400
\$ 500	\$ 500	\$ 2,633	\$ 2,633	\$ 6,000	\$ 6,000	\$ 750	\$ 750
	\$ 241,280		\$ 271,428		\$ 287,244		\$ 291,167



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: Community Development

SUBJECT: Resident-Initiated Community Visioning Process

RECOMMENDED ACTION: Authorize staff to provide technical and in-kind support for the proposed community visioning process.

BACKGROUND: Like most California cities, Capitola has numerous competing needs and goals which must be regularly prioritized based on community values and finite resources. Capitola relies on adopted long-range plans and programs such as the General Plan, Local Hazard Mitigation Plan, Climate Action Plan, and Capital Improvement Program (CIP) to guide the City in setting its priorities.

A group of Capitola residents have approached staff with a proposal to lead a grassroots, resident-initiated community visioning process. The visioning process is intended to provide an overview of the community's priorities to help the City better understand community goals and expectations.

DISCUSSION: The proposed community visioning process would be initiated and led by a group of knowledgeable long term Capitola residents. The group proposes to hold two or three public workshops to discuss the goals identified in adopted City plans, ask community members to talk about what they value about Capitola and identify what their priorities are for the future of Capitola.

It is of the utmost importance to this group that the process remains positive and forward looking.

The group understands the City recently went through a multi-year process to craft a new General Plan and intends to introduce the projects and programs called out the in General Plan to add to the discussion about future priorities. This proposed process is not about rewriting the General Plan, but instead about identifying projects to consider in the near term.

The group plans to use private funds for the workshops, but has requested the City provide technical support and resources to assist with the effort. Specifically, the group has requested:

- Use of the Jade Street Community Center to host public workshops;
- Meeting materials and resources such as a sound system, projector, and easels;
- Copying materials and services for meeting handouts and event flyers;
- Noticing on the City website and scroll;
- Staff time to help generate a list of General Plan goals, maps, data on recent development trends, and other relative information.

Resident-Initiated Community Visioning Process
January 14, 2016

Following the public workshops, the group plans to prepare a report to document its findings and would present the information to the City Council with the intent of helping the City set priorities which meet community visions and values.

FISCAL IMPACT: None. Staff time and limited resource support as requested can be accommodated within the Community Development Department's annual operating budget.

Report Prepared By: Rich Grunow
Community Development Director



Jamie Goldstein, City Manager



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 14, 2016

FROM: Community Development
SUBJECT: Unpermitted Vacation Rentals - Code Enforcement

RECOMMENDED ACTION: Authorize staff to initiate a proactive Code enforcement sweep of unpermitted vacation rentals.

BACKGROUND: The City of Capitola adopted an Ordinance defining the current Transient Rental Overlay (TRO) Zoning District and regulations for transient rentals on March 28, 1991. The Ordinance summarizes the process to obtain a permit to operate a transient rental within the TRO District. The Ordinance and TRO map are included in Attachments 1 & 2. Homes located outside the TRO must be operated as long-term rentals, i.e., rented for no less than 30 consecutive nights. TRO operators are required to obtain an annual business license and pay transient-oriented tax (TOT).

Online hosting platforms such as AirBnB, VRBO, and HomeAway have transformed the vacation rental market over the past decade and made it possible for any home to be operated as a transient rental without proper permitting. The City typically does not track online hosting and only becomes aware of an illegal rental when notified through a code complaint.

Once a complaint is received, staff contacts the owner and requires the removal of the online transient rental posting within 10 days. If the owner fails to remove the posting, staff may issue citations per violation, per day. The citation for the first offense is \$100, the second offense \$200 and the third offense and every offense after is \$500 (*Capitola Municipal Code Section 4.14.070*).

DISCUSSION: Due to escalating issues and public complaints associated with unpermitted vacation rentals, staff proposes to implement a proactive code enforcement sweep to address unauthorized transient uses in Capitola. Staff recently completed a City-wide research effort to quantify the severity of the issue. Staff utilized the results to create a master list of unpermitted transient rentals within the City limits (Attachment 3). A map showing the approximate location of these unpermitted uses and the TRO is included in Attachment 4.

It is often challenging for staff to effectively abate unpermitted transient rental uses. Operators often respond to code enforcement actions by temporarily changing their online listing to 30 days or more and/or using different outlets to advertise their rentals. This "cat and mouse" game can be extremely time consuming for staff to constantly monitor and makes it difficult for the City to obtain necessary evidence to satisfy the burden of proof standard should an operator challenge a City enforcement action. Despite the City's best efforts, it is expected these enforcement challenges will continue in the future.

There are two types of violations relative to transient rentals: (1) properties renting for less than 30 days outside the TRO and (2) properties within the TRO that have not registered with the City as a licensed transient rental business. The businesses without a license also do not pay TOT. The following is a summary of online research findings:

Unpermitted Vacation Rentals - Code Enforcement Proposal
January 14, 2016

	Inside TRO	Outside TRO
Compliant	38	-
Non-Compliant	25	24
TOTAL	63	24

Total Non-Compliant: 49

**The numbers above are subject to change due to additional neighbor complaints and online hosts adding and/or removing their listing.*

Proposed Action

Staff considers the approximately 49 non-compliant transient uses to be a significant issue which warrants special attention. The following action items outline a onetime proactive enforcement approach to address the transient rental issue.

- Public Outreach – staff will post information on the City website, City newsletter, and scroll to inform the public of vacation rental rules;
- Courtesy Warnings – staff will send courtesy warning letters to suspected vacation rental operators and agents to bring their properties into compliance within 30 days to avoid citations;
- Amnesty - partial amnesty is proposed to encourage property owner cooperation. Staff proposes to waive back taxes and penalties beyond six months for property owners who come into compliance within 30 days;
- Code Enforcement – staff will issue citations and daily fines to operators and agents who continue to rent or advertise unpermitted vacation rentals following the 30-day compliance deadline;
- Explore the feasibility of adding a TOT assessment for vacation rentals advertised on AirBnB.

Proposed Timeline:

Publish Informational Newsletter	January 2016
Publish Informational Webpage	January 2016
Send Notification Letter to Operators	January – February 2016
Follow up Compliance and Issue Citations	March – April 2016
Add TOT assessment on AirBnB	Ongoing

FISCAL IMPACT: None.

ATTACHMENTS:

1. TRO Ordinance
2. TRO Zone Map
3. Master List of Vacation Rentals
4. Unpermitted Vacation Rentals Map

Report Prepared By: Rich Grunow
Community Development Director



Jamie Goldstein, City Manager

Chapter 17.19 TRO TRANSIENT RENTAL USE OVERLAY DISTRICT

Sections:

[17.19.010](#) Purpose and definition.

[17.19.020](#) Use permits.

17.19.010 Purpose and definition.

The TRO [transient rental use](#) overlay district is an overlay district. This means that all regulations of the underlying basic zoning district (R-1 or R-M) are applicable to any property located in the TRO district, except that [transient rental use](#), as defined in Section [17.03.686](#) may be allowed pursuant to Section [17.19.020](#). (Ord. [708](#) § 3, 1991)

17.19.020 Use permits.

Properties in TRO districts may apply for conditional [use](#) permits to operate as a [transient rental use](#). In addition to such conditions as may be imposed pursuant to Chapter [17.60](#) (conditional [use](#) permits), all such permits shall be subject to the following standard conditions:

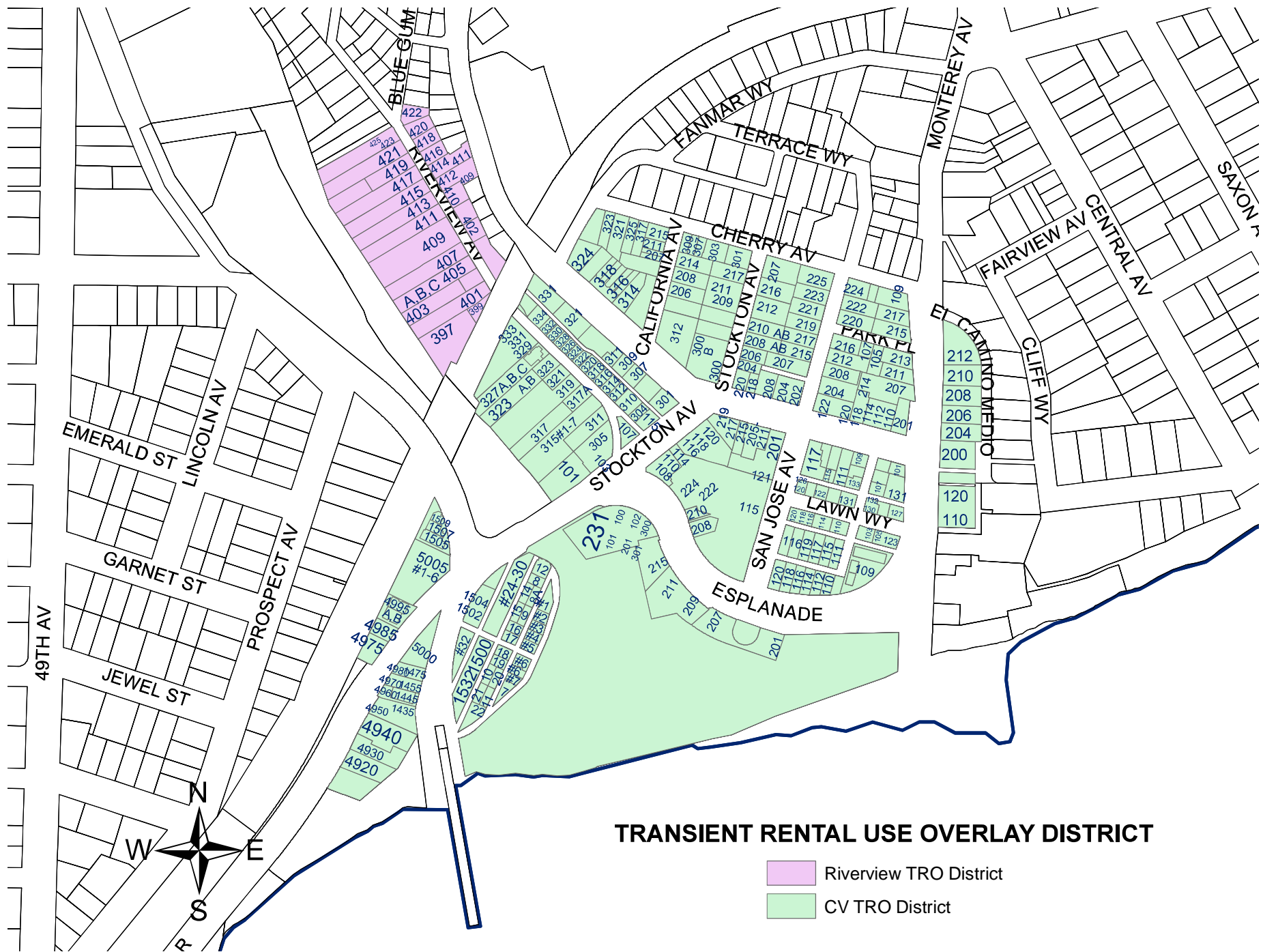
- A. The maximum number of persons that may occupy the unit shall be determined by the planning commission and may not be exceeded.
- B. Adequate parking (as determined by the planning commission), whether on site or by Pacific Cove parking permit, must be provided.
- C. The conditional [use](#) permit holder must designate a person who has authority to control the property and represent the landlord. This “responsible person” must be available at all reasonable times to receive and act on complaints about the activities of the tenants.
- D. A business license and transient occupancy tax registration must be obtained.
- E. Only one sign per unit, not to exceed one square foot in size, shall be permitted to advertise the transient rental.
- F. No unit may be rented unless the renter is provided, in writing, with a statement of the conditions (such as is provided in subsection A of this section) which are applicable to the renter and his or her [guests](#), and the renter agrees, in writing, to comply with those conditions.
- G. Permits issued under this section shall expire within one year. No permit holder shall have a vested right to a renewal permit.
- H. If there is a history of the permit holder or his or her tenants violating the permit’s conditions, the permit shall not be reissued for a least one year following its expiration date, unless good cause is shown. The revoking authority may establish a longer period before which another application may be filed. (Ord. [708](#) § 3, 1991)

The Capitola Municipal Code is current through Ordinance 1004, passed September 24, 2015.

Disclaimer: The City Clerk's Office has the official version of the Capitola Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.



Attachment: TRO Ordinance (1278 : Unpermitted Vacation Rentals - Code Enforcement Proposal)



TRANSIENT RENTAL USE OVERLAY DISTRICT

- Riverview TRO District
- CV TRO District

SITNUMBER	SITSTREET	SITUNIT	APNNODASH	CITY	ZIP	FULLADD	TOT
1	4775 CRYSTAL ST		03403516	CAPTIOLA	95010	4775 CRYSTAL ST	N
2	300 PARK AVE		03609422	CAPTIOLA	95010	300 PARK AVE	N
3	2155 WHARF RD		03424111	CAPTIOLA	95010	2155 WHARF RD 95010	N
4	1745 49TH AVE		03402310	CAPTIOLA	95010	1745 49TH AVE 95010	N
5	1836 48TH AVE		03402331	CAPTIOLA	95010	1386 48TH AVE 95010	N
6	4320 CLARES ST		03433113	CAPTIOLA	95010	4320 CLARES ST 95010	N
7	4425 JADE ST		03462165	CAPTIOLA	95010	4425 JADE ST 95010	N
8	4385 DAIMOND ST		03463145	CAPTIOLA	95010	4385 DAIMOND ST 95010	N
9	1870 SOQUEL WHARF RD		03503133	CAPTIOLA	95010	1870 WHARF RD 95010	N
10	703 OAK DR		03506302	CAPTIOLA	95010	703 OAK DR 95010	N
11	206 FANMAR WAY		03515113	CAPTIOLA	95010	206 FANMAR WAY 95010	N
12	308 HILL ST		03603119	CAPTIOLA	95010	308 HILL ST 95010	N
14	218 MONTEREY AVE		03611301	CAPTIOLA	95010	218 MONTEREY AVE 95010	N
15	101 GRAND AVE	#017	03611412	CAPTIOLA	95010	101 GRAND AVE #017 95010	N
16	207 OAKLAND AVE	#1	03612306	CAPTIOLA	95010	207 OAKLAND AVE #1 95010	N
17	1001 SIR FRANCIS AVE		03622304	CAPTIOLA	95010	1001 SIR FRANCIS AVE 95010	N
18	300 PLUM ST	#23	03635250	CAPTIOLA	95010	300 PLUM ST #23 95010	N
19	1595 38TH ST		03418105	CAPTIOLA	95010	1595 38TH ST 95010	N
20	3207 VIRGIL LN		03441209	CAPTIOLA	95062	3207 VIRGIL LN 95062	N
21	709 OAK DR		03506302	CAPTIOLA	95010	709 OAK DR 95010	N
22	707 OAK DR		03506303	CAPTIOLA	95010	707 OAK DR 95010	N
23	2120 DERBY AVE		03422210	CAPTIOLA	95010	2120 DERBY AVE 95010	N
24	1505 1505 42ND	#26	03432137	CAPTIOLA	95010	1505 42ND AVE #26 95010	N
25	406 LOMA		03609303	CAPTIOLA	95010	406 LOMA 95010	N
26	530 MCCORMICK		03610124	CAPTIOLA	95010	530 MCCORMICK 950101	N
1	209 TERRACE WAY		03516101	CAPTIOLA	95010	209 TERRACE WAY 95010	N
2	4980 GARNET ST		03404316	CAPTIOLA	95010	4980 GARNET ST 95010	N
3	1589 PROSPECT AVE		03404411	CAPTIOLA	95010	1589 PROSPECT AVE 95010	N
4	1591 PROSPECT AVE		03404412	CAPTIOLA	95010	1591 PROSPECT AVE 95010	N
5	537 RIVERVIEW DR		03504213	CAPTIOLA	95010	537 RIVERVIEW DR 95010	N
6	206 CHERRY AVE		03516107	CAPTIOLA	95010	206 CHERRY AVE 95010	N
7	410 BEVERLY AVE		03530119	CAPTIOLA	95010	410 BEVERLY AVE 95010	N
8	303 MCCORMICK AVE		03609102	CAPTIOLA	95010	303 MCCORMICK AVE 95010	N

Attachment: Master List of Vacation Rentals (1278 : Unpermitted Vacation Rentals - Code Enforcement

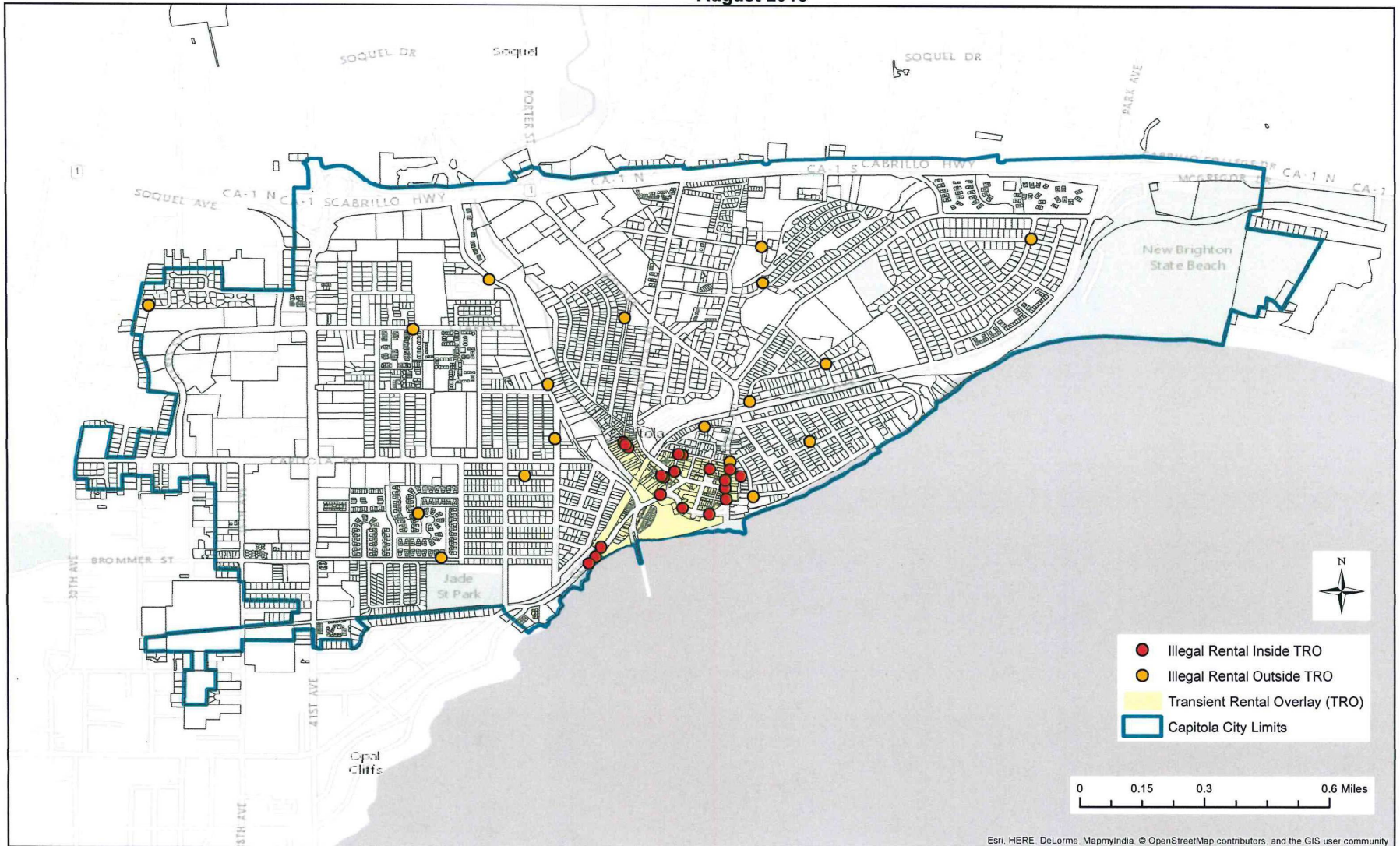
SITNUMBER	SITSTREET	SITUNIT	APNNODASH	CITY	ZIP	FULLADD	TOT
1	4995 CLIFF DR	#A	03405113	CAPTIOLA	95010	4995 CLIFF DR #A 95010	N
2	4995 CLIFF DR	#B	03405114	CAPTIOLA	95010	4995 CLIFF DR #B 95010	N
3	4970 CLIFF DR		03405204	CAPTIOLA	95010	4970 CLIFF DR 95010	N
4	4950 CLIFF DR		03405213	CAPTIOLA	95010	4950 CLIFF DR 95010	N
5	417 RIVERVIEW AVE		03513206	CAPTIOLA	95010	417 RIVERVIEW AVE 95010	N
6	397 RIVERVIEW AVE		03513215	CAPTIOLA	95010	397 RIVERVIEW AVE 95010	N
7	409 RIVERVIEW AVE		03513221	CAPTIOLA	95010	409 RIVERVIEW AVE 95010	N
8	103 STOCKTON AVE		03517121	CAPTIOLA	95010	103 STOCKTON AVE 95010	N
9	320 RIVERVIEW AVE		03517219	CAPTIOLA	95010	320 RIVERVIEW AVE 95010	N
10	330 RIVERVIEW AVE		03517224	CAPTIOLA	95010	330 RIVERVIEW AVE 95010	N
11	307 CHERRY AVE		03518214	CAPTIOLA	95010	307 CHERRY AVE 95010	N
12	309 CHERRY AVE		03518217	CAPTIOLA	95010	309 CHERRY AVE 95010	N
13	206 CALIFORNIA AVE		03518211	CAPTIOLA	95010	206 CALIFORNIA AVE 95010	N
14	216 SAN JOSE AVE	#A	03539105	CAPTIOLA	95010	216 SAN JOSE AVE #A 95010	N
15	216 SAN JOSE AVE	#B	03539106	CAPTIOLA	95010	216 SAN JOSE AVE #B 95010	N
16	201 MONTEREY AVE		03526107	CAPTIOLA	95010	201 MONTEREY AVE 95010	N
17	212 MONTEREY AVE	#1	03526111	CAPTIOLA	95010	212 MONTEREY AVE #1 95010	N
18	212 MONTEREY AVE	#2	03526111	CAPTIOLA	95010	212 MONTEREY AVE #2 95010	N
19	212 MONTEREY AVE	#3	03526111	CAPTIOLA	95010	212 MONTEREY AVE #3 95010	N
20	212 MONTEREY AVE	#4	03526111	CAPTIOLA	95010	212 MONTEREY AVE #4 95010	N
21	190 EL CAMINO MEDIO		03526201	CAPTIOLA	95010	190 EL CAMINO MEDIO 95010	N
22	109 ESPLANADE		03531204	CAPTIOLA	95010	109 ESPLANADE 95010	N
23	231 ESPLANADE		03521101	CAPTIOLA	95010	231 ESPLANADE 95010	N
24	131 LAWN WAY		03524107	CAPTIOLA	95010	131 LAWN WAY	N
25	207 MONTEREY AVE		03539102	CAPTIOLA	95010	207 MONTEREY AVE	N
1	1475 WHARF RD	#A	03405203	CAPTIOLA	95010	1475 WHARF RD #A 95010	Y
2	4980 CLIFF DR	#A	03405203	CAPTIOLA	95010	4980 CLIFF DR #A 95010	Y
3	4980 CLIFF DR	#B	03405203	CAPTIOLA	95010	4980 CLIFF DR #B 95010	Y
4	4980 CLIFF DR	#C	03405203	CAPTIOLA	95010	4980 CLIFF DR #C 95010	Y
5	402 BLUEGUM AVE	#A	03513120	CAPTIOLA	95010	402 BLUEGUM AVE #A 95010	Y
6	211 MONTEREY AVE	#A	03518519	CAPTIOLA	95010	211 MONTEREY AVE #A 95010	Y
7	5005 CLIFF DR	#1	03443101	CAPTIOLA	95010	5005 CLIFF DR #1 95010	Y
8	5005 CLIFF DR	#3	03444103	CAPTIOLA	95010	5005 CLIFF DR #3 95010	Y

Attachment: Master List of Vacation Rentals (1278 : Unpermitted Vacation Rentals - Code Enforcement

SITNUMBER	SITSTREET	SITUNIT	APNNODASH	CITY	ZIP	FULLADD	TOT
9	5005 CLIFF DR	#4	03444104	CAPTIOLA	95010	5005 CLIFF DR #4 95010	Y
10	5005 CLIFF DR	#6	03444106	CAPTIOLA	95010	5005 CLIFF DR #6 95010	Y
11	407 RIVERVIEW AVE		03513220	CAPTIOLA	95010	407 RIVERVIEW AVE 95010	Y
12	317 RIVERVIEW AVE	#A	03517116	CAPTIOLA	95010	317 RIVERVIEW AVE #A 95010	Y
13	314 RIVERVIEW AVE		03517216	CAPTIOLA	95010	314 RIVERVIEW AVE 95010	Y
14	318 RIVERVIEW AVE		03517218	CAPTIOLA	95010	318 RIVERVIEW AVE 95010	Y
15	318 CAPITOLA AVE	#1	03518125	CAPTIOLA	95010	318 CAPITOLA AVE #1 95010	Y
16	318 CAPITOLA AVE	#3	03518127	CAPTIOLA	95010	318 CAPITOLA AVE #3 95010	Y
17	318 CAPITOLA AVE	#2	03518126	CAPTIOLA	95010	318 CAPITOLA AVE #2 95010	Y
18	318 CAPITOLA AVE	#4	03518128	CAPTIOLA	95010	318 CAPITOLA AVE #4 95010	Y
19	318 CAPITOLA AVE	#5	03518129	CAPTIOLA	95010	318 CAPITOLA AVE #5 95010	Y
20	301 CHERRY AVE		03518222	CAPTIOLA	95010	301 CHERRY AVE 95010	Y
21	303 CHERRY AVE		03518225	CAPTIOLA	95010	303 CHERRY AVE 95010	Y
22	225 SAN JOSE AVE		03518301	CAPTIOLA	95010	225 SAN JOSE AVE 95010	Y
23	208 STOCKTON AVE		03518324	CAPTIOLA	95010	208 STOCKTON AVE 95010	Y
24	109 CHERRY AVE	#A	03518402	CAPTIOLA	95010	109 CHERRY AVE #A 95010	Y
25	222 SAN JOSE AVE		03518406	CAPTIOLA	95010	222 SAN JOSE AVE 95010	Y
26	1500 WHARF RD	#20	03519307	CAPTIOLA	95010	1500 WHARF RD #20 95010	Y
27	1500 WHARF RD	#12	03520302	CAPTIOLA	95010	1500 WHARF RD #12 95010	Y
28	1500 WHARF RD	#2	03520402	CAPTIOLA	95010	1500 WHARF RD #2 95010	Y
29	1500 WHARF RD	#3	03520403	CAPTIOLA	95010	1500 WHARF RD #3 95010	Y
30	1500 WHARF RD	#4	03520404	CAPTIOLA	95010	1500 WHARF RD #4 95010	Y
31	1500 WHARF RD	#5	03520405	CAPTIOLA	95010	1500 WHARF RD #5 95010	Y
32	116 ESPLANADE	#A	03525303	CAPTIOLA	95010	116 ESPLANADE #A 95010	Y
33	208 MONTEREY AVE		03526104	CAPTIOLA	95010	208 MONTEREY AVE 95010	Y
34	206 MONTEREY AVE		03526105	CAPTIOLA	95010	206 MONTEREY AVE 95010	Y
35	109 MONTEREY AVE	#2	03532204	CAPTIOLA	95010	109 MONTEREY AVE #2 95010	Y
36	327 RIVERVIEW AVE	#B	03534201	CAPTIOLA	95010	327 RIVERVIEW AVE #B 95010	Y
37	327 RIVERVIEW AVE	#A	03535202	CAPTIOLA	95010	327 RIVERVIEW AVE #A 95010	Y
38	407 RIVERVIEW AVE		03517221	CAPTIOLA	95010	407 RIVERVIEW AVE 95010	Y

Attachment: Master List of Vacation Rentals (1278 : Unpermitted Vacation Rentals - Code Enforcement

**Illegal Short-term Rentals in Capitola
August 2015**



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