

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 28, 2016

7:00 PM

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

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. Presentation of a Certificate of Appreciation to Sondi Carcello for her service on the Capitola Finance Advisory Committee
RECOMMENDED ACTION: None

B. Introduction of Police Officers
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. Library Commission Appointment
- B. Item 10.A. Village Parking 3-Hour Time Limit Continuation - Communication
- C. Item 10.A. Village Parking 3-Hour Time Limit Continuation - Survey
- D. Item 10.C. Investment Plan Developed by the Santa Cruz County Regional Transportation Commission

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

- A. Consider Appointments to the Art and Cultural Commission and the Library Advisory Committee
RECOMMENDED ACTION: Make Appointments.

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 January 14, 2016, Regular City Council Minutes
RECOMMENDED ACTION: Approve Minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of January 21, 2016
RECOMMENDED ACTION: Receive Minutes.
- C. Approval of City Check Register Reports Dated December 4, December 11, December 18, December 25, and December 31, 2015
RECOMMENDED ACTION: Approve City Check Register Reports.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
January 28, 2016

- D. Set a Hearing Date to Consider an Appeal of a Police Department Denial for a 2016 Surf School Permit
RECOMMENDED ACTION: That the City Council set a hearing for Thursday, February 11, 2016 to consider an appeal by Capitola Surf and Paddle regarding the Police Department's denial of their 2016 Surf School Permit.
- E. Approval of a Air Board Grant and an Agreement with the Monterey Unified Air Pollution Control District to Receive a Grant for Traffic Signal Adaptive Control Systems
RECOMMENDED ACTION: Approve an agreement with the Monterey Unified Air Pollution Control District to receive a grant in the amount of \$369,600 for Traffic Signal Adaptive Control Systems along 41st Avenue, and award a contract to Kimley-Horn and Associates in the amount of \$98,500 for grant implementation, management and reporting.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Consider a Resolution Continuing the Parking Time Limit in the Village at Three Hours
RECOMMENDED ACTION: Adopt Resolution.
- B. Receive the Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2015, and the Housing Successor Independent Financial Audit and Annual Progress Report
RECOMMENDED ACTION: Receive Reports.
- C. Consider a Resolution Endorsing the Investment Plan Developed by the Santa Cruz County Regional Transportation Commission for a 1/2-Cent Sales Tax Measure to be placed on the November 2016 Ballot
RECOMMENDED ACTION: Adopt Resolution.
- D. Community Based Health and Human Services Providers Program Fiscal Year 2016-2017 Application Process and Community Grant Ad-Hoc Group Recommendations
RECOMMENDED ACTION: (1) Adopt the recommendations of the Ad Hoc Subcommittee; and (2) Determine whether or not to allow new agencies or organizations to apply for the existing Community Based Health and Human Services Providers Program for Fiscal Years 2016-2017.

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 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.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA

January 28, 2016

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 28, 2016

FROM: City Manager Department

SUBJECT: Presentation of a Certificate of Appreciation to Sondi Carcello for her service on the Capitola Finance Advisory Committee

RECOMMENDED ACTION: None

DISCUSSION: Sondi Carcello has served one term on the Capitola Finance Advisory Committee. Mayor Bottorff will provide Ms. Carcello with a certificate of appreciation for her service to the City.

ATTACHMENTS:

1. Sondi Carcello Certificate of Appreciation

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 of Capitola

Certificate of Appreciation

to

SONDI CARCELLO

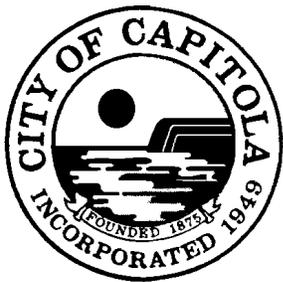
for Service as the Business Representative member on the
Capitola Finance Advisory Committee
from January 2015 through December 2015



A handwritten signature in blue ink, appearing to read "Ed Bottorff", is written over a horizontal line.

Ed Bottorff, Mayor

Signed and sealed this 28th day of January, 2016



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: City Manager Department
SUBJECT: Introduction of Police Officers

RECOMMENDED ACTION: None

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

1/21/2016

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

From: ed bottorff <ebottorff167@yahoo.com>
Sent: Wednesday, January 27, 2016 7:55 AM
To: Sneddon, Su (ssneddon@ci.capitola.ca.us)
Subject: Library Commission Appointment

Hi Su,
I sent an email to Pat Dileonardo last week regarding her application to the Capitola Library Commission. I had not heard back from her, and yesterday left her a telephone message. She responded back last evening and stated that due to changes in her personal schedule, she would not be able to fulfill her original desire to be a member of the Capitola Library commission.

Thanks, Ed

Communication: Item 8.A. Library Commission Appointment (ADDITIONAL MATERIALS)

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

From: Molly Ording <mollyording@yahoo.com>
Sent: Sunday, January 24, 2016 6:10 PM
To: City Council
Subject: Your Consideration of 3 Hour Village Parking Time Limit!

Happy New Year Capitola City Council Members and...our continued THANKS to each of you for another year of service!

I was hoping to be able to attend your upcoming meeting on January 28 but, since it's my birthday, I have been encouraged to write instead of attending your meeting! In any case, I am writing to strongly encourage you to continue the obviously successful 3 hour village time limit parking program.

I am a member of the Capitola Traffic and Parking Commission and we have discussed this program at length and from many perspectives, both this year and last. At our last meeting, Steve supplied us with multiple charts of data collection which led me to note the obvious and tangible financial success of this program for village merchants and the City, as well as the very marginal loss of ticket income for the City. This whole 3 hour program, to me, represents a "kinder and gentler" and wiser Capitola...a community that cares about our visitors and our merchants and our residents. Obviously, our visitors are able to enjoy Capitola for a longer time, rather than run out in the midst of shopping or eating or swimming to move their cars and/or even better yet, to even attempt to come to the village with the knowledge that they will have more time to enjoy. Obviously, as the knowledge and familiarity with this "new" longer-term parking lot grows, the use of that lot, during the busy days of the high season, will grow incrementally. We, on the P & TC, were realistic about this new lot's uses and are working on some new ideas to boost its user-ship. But, in my opinion, the change from 2 hours in the Village to 3 does not *at all* negatively affect the use of this lot!

For the merchants and restaurants, the figures speak for themselves! For residents and neighborhoods adjacent to the Village, it is difficult to quantify the positive affects as yet. It is my understanding that Chief Escalante will gather available information on neighborhood impacts and may speak to this at your meeting. But, the logical conclusion, is that allowing visitors to park for 3 hours in the village, versus 2, benefits residents adjacent to the village by alleviating the need for illegal parking in close by neighborhoods.

So, it appears clear to me...this 3 hour program is a **win-win-win!** As far as the slightly diminished ticket revenues, I am not disappointed with that! I cannot tell you how many friends have commented to me about the positivity of this change...that they are now coming to Capitola to **both** eat and shop whereas, before, they would *not even consider* this! We need Capitola to be a visitor friendly place to come and enjoy...**not** one that is only interested in getting people **in and out** and giving sizable tickets for small parking meter infractions. Aren't we supposed to be one of the "happiest" beach towns? Let's continue to work to make **all happy**...*visitors, residents, merchants and the City!*

Thanks again to each of you for your work and continued dedication. I look forward to seeing you soon!

Most sincerely,
 Molly I. Ording
 (Soon to be 1 year older...and 1 year wiser!?!?)

Communication: Item 10.A. Village Parking 3-Hour Time Limit Continuation - Communication (ADDITIONAL MATERIALS)



Pro Sign Up Sign Up FREE Sign In

Capitola Village 3 Hour Parking Survey

Survey final results as of 9 pm January 27th.

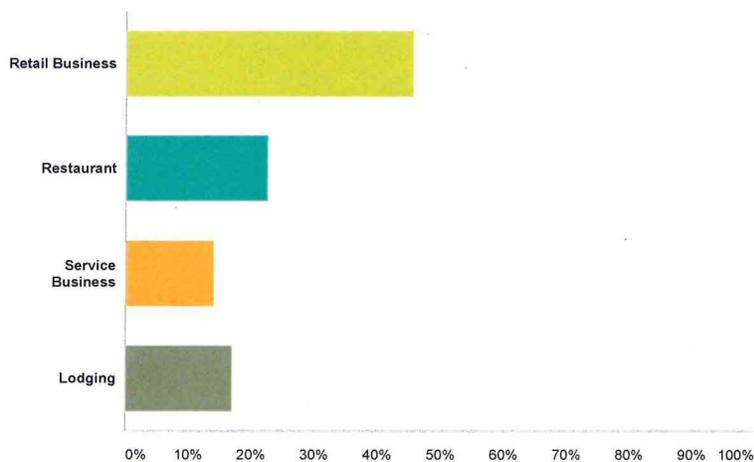
Question Summaries Data Trends Individual Responses

Share Tweet G+ Share Share

Q1

I own a:

Answered: 35 Skipped: 0



Answer Choices	Responses
Retail Business	45.71% 16
Restaurant	22.86% 8
Service Business	14.29% 5
Lodging	17.14% 6
Total	35

35 responses

8 days (1/21/2016 - now)

13 views

Need insights?

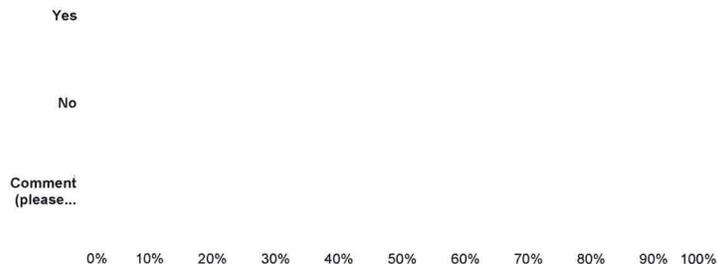
SurveyMonkey has dozens of expertly-designed survey templates.

Sign up FREE or [Learn more](#)

Q2

3-hour parking reduces the turn-over of parking spaces and adversely impacts my business.

Answered: 35 Skipped: 0



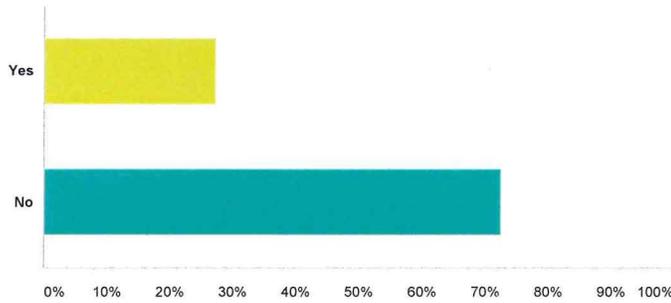
Communication: Item 10.A. Village Parking 3-Hour Time Limit Continuation - Survey (ADDITIONAL MATERIALS)

Answer Choices	Responses	
Yes	22.86%	8
No	45.71%	16
Comment (please specify)	Responses	31.43%
Total		35

Q3

I increased prices from what they were in July, August, and September 2014, resulting in increased sales tax paid.

Answered: 33 Skipped: 2

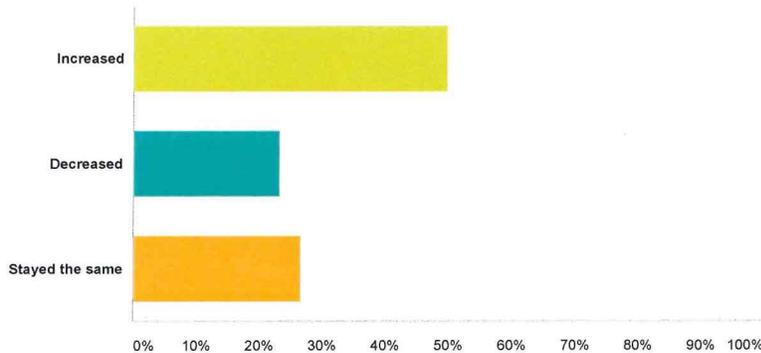


Answer Choices	Responses	
Yes	27.27%	9
No	72.73%	24
Total		33

Q4

When comparing sales volumes (numbers) in July, August, and September 2014 with the same months in 2015, sales volumes have:

Answered: 30 Skipped: 5



Answer Choices	Responses	
Total		30

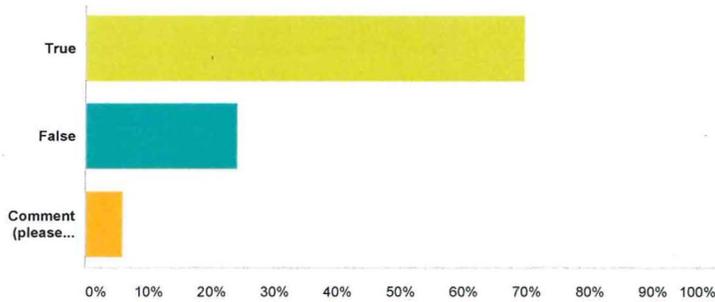
Communication: Item 10.A. Village Parking 3-Hour Time Limit Continuation - Survey (ADDITIONAL MATERIALS)

Answer Choices	Responses
Increased	50.00% 15
Decreased	23.33% 7
Stayed the same	26.67% 8
Total	30

Q5

I have not noticed a decrease in vehicle congestion in the Village.

Answered: 33 Skipped: 2

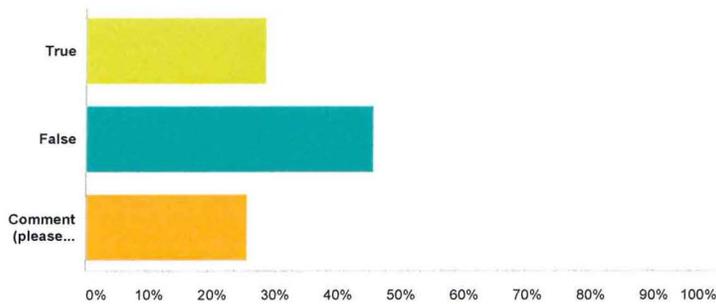


Answer Choices	Responses
True	69.70% 23
False	24.24% 8
Comment (please specify)	Responses 6.06% 2
Total	33

Q6

The 3-hour parking limit ONLY benefits beach goers and parents of children participating in Junior Guards.

Answered: 35 Skipped: 0



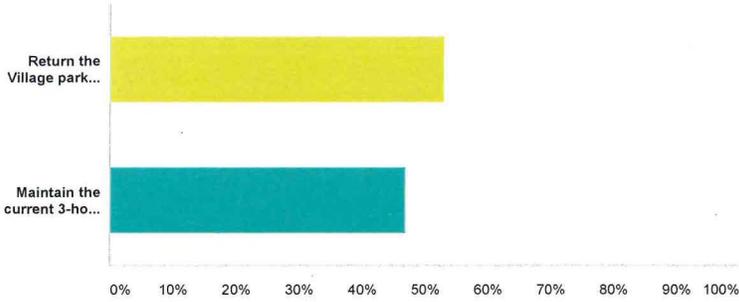
Answer Choices	Responses
True	28.57% 10
False	45.71% 16
Comment (please specify)	Responses 25.71% 9
Total	35

Communication: Item 10.A. Village Parking 3-Hour Time Limit Continuation - Survey (ADDITIONAL MATERIALS)

Q7

I recommend the City Council:

Answered: 34 Skipped: 1

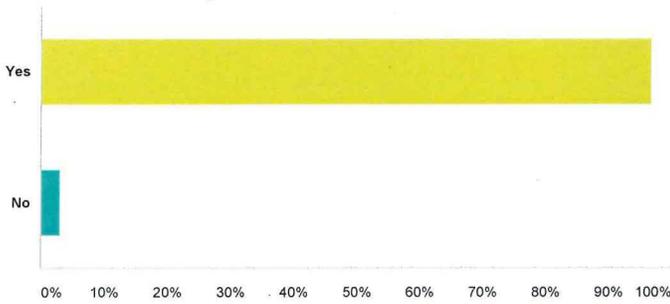


Answer Choices	Responses	
Return the Village parking limit to 2-hour.	52.94%	18
Maintain the current 3-hour parking limit.	47.06%	16
Total		34

Q8

Additionally, I recommend the City Council implement additional parking management strategies like: Real-time and Demand Based parking rates; Shuttle and Valet services; Enhanced signage.

Answered: 32 Skipped: 3



Answer Choices	Responses	
Yes	96.88%	31
No	3.13%	1
Total		32

Communication: Item 10.A. Village Parking 3-Hour Time Limit Continuation - Survey (ADDITIONAL MATERIALS)



COMMUNITY BRIDGES
PUNTES DE LA COMUNIDAD

236 SANTA CRUZ AVE. P | 831.688.8840
APTOS, CA 95003 F | 831.688.8302

Dear Council Members,

You are being asked to review and approve the proposed expenditure plan for the upcoming Tax Measure.

In simple terms, the current expenditure plan doesn't truly work to solve the issues of mobility access in our community. The funding recommendation lacks a relative measure of expensing these funds based on performance of rides, cost effectiveness or efficiency and would in its current form exacerbate the issue of mobility access.

As the measure is currently outlined, METRO ParaCruz will receive 15 out of the 16 percent available (93.75 percent of the funds), in exchange for providing just 50.96 percent of the paratransit rides. This is fundamentally flawed.

Unlike Lift Line, METRO ParaCruz charges their disabled riders to use their service — \$4 one-way and \$12 round trip. They don't serve people in more rural parts of our community who don't live near bus lines. And they don't offer out-of-county rides through the ParaCruz vans.

In contrast, all of Lift Line's rides are completely free. We have no restrictions on pick-up locations within Santa Cruz County. And we make sure our clients get the care they need, even if it means driving to San Francisco to do it.

Even with just 5 percent of the new revenue, Lift Line could expand our free ride service to seven days per week. We could double our capacity, providing an estimated 160,000 complimentary paratransit rides each year — more than Lift Line and METRO ParaCruz are accomplishing together right now.

I've attached an analysis that further explains the difference between Lift Line and METRO ParaCruz's service offerings, and why we believe the 1:15 ratio goes against the best interest of our community.

The purpose of this letter is to ask that you consider recommending a bold action to adjust the measure's paratransit expenditure plan to allocate 5 percent to Lift Line and 11 percent to METRO ParaCruz. We would also like that recommendation to explicitly state that the funds be used for *expansion of services*, thereby meeting the needs of our community and upholding the public trust that is necessary for the integrity of the tax measure.

If the final expenditure plan continues to allocate 15 percent to METRO ParaCruz, they will receive approximately \$2.25 million each year. That's more than the entire ParaCruz operating budget of \$1.65 million. With this in mind, our concern is that METRO will use tax dollars to reduce their annual operational deficit of \$8 million without increasing the number of rides, reducing the cost of riders, or truly meeting the needs of the growing population in need of paratransit services. This is especially concerning considering that the paratransit allocation was specifically included in the measure as a tactic to increase public support of the measure itself (research shows that in California, paratransit and safe passages for children are the only two issues that pass 72 percent of the time).

I bring these concerns forward to highlight what Lift Line could do with more funding, and why it is in the best interest of the community to allocate these tax dollars equitably. Despite nearly identical caseloads for annual service and lower operational costs, the allocation of funding to Lift Line was reduced from 1.34 percent to 1 percent.

That is why we need the support of leaders like you to ensure these tax dollars will be spent fairly and used efficiently with the best interest of the public in mind.

Sincerely,

Raymon Cancino, Chief Executive Officer
Community Bridges

OUR FAMILY OF PROGRAMS // Elderday • Lift Line • Meals on Wheels for Santa Cruz County • La Manzana Community Resources
Live Oak Community Resources • Mountain Community Resources • Nueva Vista Community Resources
Child and Adult Care Food Program • Child Development Division • Women, Infants & Children (WIC)

Communication: Item 10.C. Investment Plan Developed by the Santa Cruz County Regional Transportation Commission (ADDITIONAL)

Paratransit services in Santa Cruz County



Paratransit provider

LIFT LINE

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD



Pick up method

Door to door

Curb to curb

Cost of service for eligible riders

Free

*One-way: \$4 to \$6
Round trip: \$8 to \$12*

Hours of operation

Monday-Friday from 9am to 4pm

7 days per week from 9am to 6pm

Pick up location

Anywhere in Santa Cruz County

.75 mile from fixed route

Out of county ride options

*Available for veterans to Santa Clara County, Monterey County, and San Mateo County
Available for children to Lucille Packard Children's Hospital (San Jose) and UCSF Benioff Children's Hospital (San Francisco)*

By METRO bus (ParaCruz not available) to San Jose, CA: Amtrak Highway 17 Express

Rides given per year (FY14/15)

87,348

90,769

Paratransit services in Santa Cruz County

TOTAL TDA TRIPS COMPARED TO TDA FUNDING

Fiscal Year	Lift Line Rides	ParaCruz Rides	Lift Line TDA Funding	ParaCruz TDA Funding
FY 10/11	85,699 (85.14%)	14,962 (14.86%)	\$491,399 (7.06%)	\$5,244,963 (75.39%)
FY 11/12	82,436 (77.35%)	24,136 (22.65%)	\$515,295 (6.96%)	\$5,413,319 (73.08%)
FY 12/13	85,706 (79.30%)	22,373 (20.7%)	\$541,042 (6.99%)	\$5,575,719 (72.00%)
FY 13/14	81,932 (45.82%)	96,868 (51.18%)	\$613,476 (7.40%)	\$6,377,610 (76.95%)
FY 14/15	87,348 (49.04%)	90,769 (50.96%)	\$633,145 (7.41%)	\$6,114,316 (71.52%)

CONTRIBUTION TO PARATRANSIT BY JURISDICTION

Jurisdiction	Contribution	% of Ballot Measure
Santa Cruz	\$14,500	0.10%
Capitola	\$46,992	0.31%
Scotts Valley	\$2,952	0.02%
Watsonville	\$1,890	0.01%
SC County	\$9,020	0.06%
Total	\$73,356	0.502%

LIFT LINE PROPOSAL FOR BALLOT SUPPORT

Recommended	1.34%	\$201,000
Difference/Reduction	0.34%	\$51,000
Approved	1.00%	\$150,000
Requested	5.00%	\$750,000

REQUEST NARRATIVE

With 5% of funds from the proposed transportation ballot allocated to Lift Line, Lift Line will be able to increase service days from 5 days per week to 7 days per week with little jurisdictional support over the next 30 years. Additionally, this funding will enable Lift Line to provide services for all residents who lost access to Metro ParaCruz services during their restructure and ongoing changes. A larger percentage going to Metro ParaCruz will be used to solve their structural deficit (11% or \$1.65 million annually), rather than an expansion of services.



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: City Manager Department

SUBJECT: Consider Appointments to the Art and Cultural Commission and the Library Advisory Committee

RECOMMENDED ACTION: Make Appointments.

BACKGROUND/DISCUSSION:

A. City's Library Advisory Committee

At the January 14, 2016, City Council meeting appointments were made to the City's Library Advisory Committee. Each Council Member provided their appointment with the exception of Mayor Bottorff. The Council requested that Mayor Bottorff interview the remaining two applicants listed below, and make his appointment at the January 28, 2016, City Council meeting. The two remaining applicants are:

- Pat Dileonardo
- Ariel Gray

B. Art and Cultural Commission

There exists a vacancy for the "Artist position" on the Art and Cultural Commission (Commission). The City Clerk initiated recruitment to fill the vacancy on December 11, 2015, with a deadline for application on January 8, 2016. The following two applications were received:

- Kim Hogan
- Vanda Lavar

The Commission met on Tuesday, January 12, 2016, to consider the two applications for a two-year term. The Commission unanimously recommended Kim Hogan to fill the "Artist" vacancy based on her previous four years on the Commission and on her experience working and volunteering.

FISCAL IMPACT: None

ATTACHMENTS:

1. Library Advisory Committee Roster
2. Pat Dileonardo Application
3. Ariel Gray Application

Appointments to the Art & Cultural Commission and the Library Advisory Committee
January 28, 2016

4. Art & Cultural Commission Roster
5. Vanda Lavar Application
6. Kim Hogan Application
7. Art & Cultural Commission Recruitment Notice

Report Prepared By: Susan Sneddon
City Clerk



Jamie Goldstein, City Manager



Library Advisory Committee Current Members (one year term)

NAME	APPOINTEE	EMAIL ADDRESS	DATE APPOINTED	TERM EXPIRATION
Toni Campbell	Council Member Harlan's appointee	camptoni@cruzio.com	1/14/16	12/31/16
David Kraemer	Council Member Bertrand's appointee	Davidkraemer2001@gmail.com	1/14/16	12/31/16
Gayle Ortiz	Council Member Termini's appointee	gayle@gocapitola.com	1/14/16	12/31/16
Lisa Steingrube	Council Member Norton's appointee	lisasteingrube@gmail.com	1/14/16	12/31/16
Vacancy	Mayor Bottorff's appointee			
Michael Termini	City Council Representative	michael@triadelectric.com	1/14/16	12/31/16
Barbara Gorson	County Public Libraries System Commissioner	bagorson@pacbell.net	1/14/16	12/31/16
Jamie Goldstein, City Manager	Nonvoting ex-officio member	jgoldstein@ci.capitola.ca.us	1/14/16	12/31/16



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

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: Pat Dileonardo Application (1317 : Appointments to the Art & Cultural Commission and the Library Advisory Committee)

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

RECEIVED

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.

12/28/2015
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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Attachment: Ariel Gray Application (1317 : Appointments to the Art & Cultural Commission and the Library Advisory Committee)

CITY OF CAPITOLA
BOARDS AND COMMISSIONS APPLICATION



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
Ariel G

Attachment: Ariel Gray Application (1317 : Appointments to the Art & Cultural Commission and the Library Advisory Committee)



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

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

NAME	APPOINTEE	EMAIL ADDRESS	DATE APPOINTED	TERM EXPIRES
Michael Termini	City Council Representative	michael@triadelectric.com	7/27/03 12/9/04 1/18/07 12/11/08 12/9/10 1/10/13 1/8/15	12/31/2016
Linda Smith	Planning Commission Representative	capitolalinda2@gmail.com	1/20/11 1/17/13 1/15/15	12/31/2016
Mary Beth Cahalen	At Large Member	mbbythesea@aol.com	12/10/15	12/31/17
Nathan Cross	At Large Member	4xross@gmail.com	6/23/11 12/8/11 11/26/13 12/10/15	12/31/2017
Laurie Hill	At Large Member	CapitolaSeahorse@gmail.com	11/26/13 12/10/15	12/31/2017

David Kraemer	At Large Member	David_kraemer2001@yahoo.com	9/12/13 11/26/13 12/10/15	12/31/2017
Vacancy	Artist			12/31/17
Joyce Murphy	Art Professional	pacificgallery@sbcglobal.net	1/8/07 12/11/08 12/9/10 1/10/13 1/8/15	12/31/2016
Jenny Shelton	At Large Member	jenny_shelton@rocketmail.com	4/22/10 12/9/10 1/10/13 1/8/15	12/31/2016

Staff Representatives:

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

Revised: 12/11/15 ss



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

- Art & Cultural Commission
Artist
- 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
- Other Committee _____

Name: Lavar Vanda
Last First

Residential Neighborhood: _____

Occupation: Artist

Describe your qualifications and interest in serving on this Board/Commission/Committee: _____
Please see attachment.

(Use additional paper, if necessary)

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

11/16/15
Date

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: Vanda Lavar Application (1317 : Appointments to the Art & Cultural Commission and the Library Advisory Committee)

Vanda Lavar

Artistvanda1@gmail.com

www.artistvanda.faso.com

November 16, 2015

Dear Selection Committee,

My professional standing as an artist with 30 years' experience and my imminent graduation from Academy of Art University with my MFA in Fine Art Painting will allow me the expertise to fulfill the duties as an Advisory Artist. Additionally, I served on the Board of Directors for the Santa Cruz Art League in 1982, as the youngest appointed member in their history.

I was born in Santa Cruz County and have a long history of participation in the arts. I would endeavor to use my experiences as an event organizer, participant artist and teaching artist to help enrich and preserve our rich cultural heritage.

I have the ability to advise on movements in Art History, and to oversee that guidelines of fairness are adhered to in any events which involve judging.

My expertise involves conceiving and implementing art programs for youth as well, and I am familiar with obtaining donations from art suppliers to help support events.

We in the Capitola area, have a long history of ecology and sustainability which can further be supported through the arts. These elements of sustainability engender a deepening respect for the beauty of our shores and waters which ultimately means cleaner and healthier living for us all.

In addition, I would like to facilitate an element of arts education during our events which might relate to any current event the city may be sponsoring, for the following reasons:

The more that our citizenship understands the social and historical importance of artistic events, the greater the personal commitment from the people of our city to foster high quality, edifying occasions through which, to charmingly maintain our city and the overall reputation of our social conscious. It is through the power of the arts that social change is maintained or implemented. Capitola has a unique chance to be a spotlight of both culture and education.

I thank you for your consideration of me as your Advisory Artist.

Please see my resume and bio for the specifics of my experience.

Sincerely,

Vanda Lavar

Artist Vanda Lavar

415 939 8604 artistvanda1@gmail.com

Skills

- 2015 through current** Seminar instructor adult Santa Cruz Mountains Art Center, SC CA
- 2015 through current** Seminar instructor Santa Cruz Art League, SC CA
- 2015 through current** Teaching Artist Chart Paxis Saratoga, CA (children and adults) Drawing and Painting
- 2015 through current** Teaching Artist for Santa Cruz Mountains Art Center, Ben Lomond, CA (children and adults) Drawing and Painting
- 2015 through current** recipient of The United Way scholarship for Transformational Community
- 2012 through 2015** Ambassador Artist for Rembrandt Pastels and Canson in the Bay Area
- 2010 through 2015** Legal research and writing
- 2009** Designer/ teacher outreach program/risk youth in The Boys and Girls Club, of El Dorado County
- 2002 through 2011** Aide to a doctoral level professor, Sacramento State University, Capella University, DeVry University, Ashford University. Research, writing, grading, proof reading and scheduling.
- 2002 through 2005** Co-managed a small art gallery in Folsom CA, called Gallery Eclectica.

Experience:

- 2015 through current** Teaching Artist, Chart Pax, Saratoga, CA (children and adults) Draw/Paint
- 2015 through current** Teaching Artist for Santa Cruz Mountains Art Center, Ben Lomond, CA (children and adults) Drawing and Painting
- 2002 through 2011** Doctoral Support Aide
- 2008 through 2009** Director of art program at risk youth, Boys and Girls Club
- 2012 through current**, Canson Corporation, Corporate Demo Artist
- 2015 through current**, Executive Sales and Marketing, Thomas Kinkade Capitola
- 2015 through Current** Costco Road Show sales
- 2004 through Current** Ambassador Artist for Chroma Acrylics

Education:

- 2015** **Masters of Fine Arts** Painting, Academy of Art University, San Francisco, CA (Pending)
- 2010** Advanced Seminar, instructor Lesley Harrison, PSA
- 2009** Intermediate Studies Pastel Technique, instructor Lesley Harrison, PSA
- 2008** Advanced Seminar Acrylic Painting, instructor Terry Isaacs
- 2007** Advanced Workshop Wildlife in Gouache, instructor Carl Brenders
- 2000** Theology, Saint Mary's of Minnesota
- 1997** **Bachelor of Arts** double majors of Marketing and Art, with a minor in Symbolism

COMMPUTER SKIILS: PhotoShop, Word, Excel, Power Point, Copywriting, CRM, Editing and Research, Q-Books References upon Request

-----T.M. Vanda Leigh 415 939 8604 artistvanda1@gmail.com 4768 Soquel Dr. # 314 Soquel CA 95073-----

VANDA LAVAR

Artistvandal@gmail.com
www.surfcityart.net

Biography

Vanda Lavar is an American Pre-Raphaelite Artist who is renowned for both her unerring detail as well as her ability to capture her subjects while shining a spotlight upon the mysterious. Her work is thought provoking and emotional. She prefers her work to embrace the mystery of life and speak to concepts and subjects that may not be fully explainable.

As an Artist of Symbols, Vanda Lavar designates each of her paintings into a space upon which the mind of the viewer may enter and expand through creativity and personal meaning, while still connecting with aspects of the classic Collective Unconscious, as described by Carl Jung.

Ms Lavar's work is eclectic in its choice of mediums. Her oil paintings, drawings, pastel paintings and acrylic paintings, each have their own set of special collectors. Her series are designed in the order of the effects which each of these mediums can create. The diverse mediums will thereby afford diverse substrates, ranging from canvas to board to archival papers.

As an academic of both Symbolism and Cross Cultural Mystical Thought, the Artist encourages her collectors to think deeply and to embrace the unknowable with hope and love. She desires that the viewers of her works will be inspired to continue on a creative quest of beauty, truth and love for not only themselves, but for all sentient creatures.

The Artist's work is to be found throughout the world as decorative imagery on many different products including collectable phone cards, puzzles, key chains, mouse pads and cutting boards. Additionally, many of her limited edition prints are now found on the Secondary Market, including her ever popular print "Resurrection Theme". Ms. Lavar is an internationally, recognized canine artist and was invited to display at the Westminster Kennel Club Dog Show in 2009. Ms Lavar was also commissioned by, The California Waterfowl Association to illustrate and design their first, limited edition, collectable ornament.

She has illustrated 4 books to date and is working on several more. Ms. Lavar is listed in *Who's Who Among American College and University Student 1997*, for her work in conservation and restoration for several polychrome statues belonging to the Catholic Church. Her illustrated books include:

Tucker's Tale by Christopher Walsh, *Surf Doggy USA* by Barbara Boyer, *Mr. Topper the Magical Pot Bellied Pig* by Liam Maher and her own book, *Pillow Land Puppies* which she wrote and illustrated, it includes an appendix of the classic prose by Francis Thompson, "*The Hound of Heaven*." "*The Squirrel Superhighway* by Anna Morrisson. She is currently Director and Illustrator of Surf City Art, located in Santa Cruz, CA.

Ms. Lavar teaches ongoing classes at Michael's Stores, Gerri's Gallery in Carmel, Gallery Eclectica in Folsom for both children and adults along with specialized seminars.

RECEIVED

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.
- Architectural & 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: Hogan Kimberly
Last First

Residential Neighborhood: Capitola

Occupation: Property Management

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

Have previously served on Art & Cultural and have interest in serving again. Have served on many committees + boards, been very involved, pulled back, and now wish to be involved again. Always regretted stepping down from Art & Cultural and would love to serve Capitola again on this Commission.

(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.

12/26/15
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: Kim Hogan Application (1317 : Appointments to the Art & Cultural Commission and the Library Advisory Committee)



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

APPLICATIONS FOR APPOINTMENT TO: Capitola Art & Cultural Commission

NOTICE IS HEREBY GIVEN that there is one (1) seat open on the Art & Cultural Commission for an artist for a two (2) year term ending December 2017.

(1) Artist

The Capitola City Council is seeking applications from persons who are 18 years of age or older, preferably Capitola residents, and are interested in guiding, encouraging and promoting cultural activities in the City. The Commission meets monthly in the Council Chambers at Capitola City Hall on the second Tuesday of each month at 6:30 p.m. Specific questions regarding the Commission can be directed to staff representative Larry Laurent, Assistant to the City Manager, at 831-475-7300 ext. 206, or email at llorent@ci.capitola.ca.us.

Pursuant to the Art & Cultural Commission Bylaws, applications will be forwarded to the Chairperson of the Commission and applicants are required to attend the regular meeting of the Commission on Tuesday, January 12, 2016, where they will confer with the Commissioners. The Chairperson will then forward the Commission's recommendations to the City Clerk/Mayor. The appointments will be made by a majority vote of the City Council at their Regular Meeting.

Application Deadline: Friday, January 8, 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/ Art and Cultural Commission OR go to www.cityofcapitola.org/bc. Select the Art and Cultural Commission 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 11, 2015.

Dated: December 11, 2015

Susan Sneddon
 City Clerk



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: City Manager Department

SUBJECT: Consider the January 14, 2016, Regular City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

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

ATTACHMENTS:

1. Draft January 14, 2016, 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

1/21/2016

**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, JANUARY 14, 2016**

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

CALL TO ORDER

Mayor Bottorff called the meeting to order at 6:30 PM. He announced the items to be discussed in Closed Session, as follows:

**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

Mayor Bottorff noted that there was no one in the audience; therefore, the City Council recessed at 6:30 p.m. to the Closed Session in the City Manager's Office.

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

City Treasurer Christine McBroom was absent.

2. PRESENTATIONS

A. Certificates of Appreciation to the Former Art and Cultural Commission Members [120-40/1010-60]

RESULT: CERTIFICATES OF APPRECIATION WERE PRESENTED

B. Certificates of Appreciation to the Former Library Ad Hoc Committee Members [120-40/230-10]

RESULT: CERTIFICATES OF APPRECIATION WERE PRESENTED

3. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the City Council discussed one potential case of anticipated litigation entitled City of Capitola v. Stewart Title Company; there was no reportable action.

4. ADDITIONAL MATERIALS

City Clerk Sneddon stated the additional material was received regarding **Item No. 8.A.**

5. ADDITIONS AND DELETIONS TO AGENDA

(None provided)

6. PUBLIC COMMENTS

Elizabeth Russell, local resident, presented the Council with a handout and provided comments regarding the Environment Impact Report for the proposed skatepark at Monterey Park.

Peter Wilk, Community on the Environment Chair, requested volunteers to assist with the Peery Park Habitat Restoration Project on January 23rd from 9:00 a.m. to 12 (noon).

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Bertrand stated that the Proposition 47 is a new law that changes certain low-level crimes from potential felonies to misdemeanors. He stated that the public can obtain more information by attending a forum on March 27th at Temple Beth El.

Public Works Director provided an update on the City's Capital Improvement Program.

Council Member Harlan stated that Santa Cruz Local Agency Formation Commission is co-sponsoring a public water forum entitled "Connecting the Drops." The workshop will be held on January 28th at the New Brighton School Auditorium (6:30 p.m. Open House / 7:00 – 9:00 p.m. Forum)

City Manager Goldstein stated that New Brighton Middle School students provided nine art pieces that are on display in the Police Department lobby.

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 [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.

ACTION Motion made by Council Member Norton, seconded by Council Member Bertrand, to appoint/reappoint to following to the Finance Advisory Committee:

- Nathan Cross - Incumbent (Reapplied) (Norton's appointee)
- Will O'Sullivan - Incumbent (Reapplied) (Harlan's appointee)
- Brigitte Estey - Incumbent (Re-applied) (Bottorff's appointee)
- Matt Arthur - Business Rep (Chamber Board recommendation)
- Jacques Bertrand (Mayor's appointment)
- Michael Termini (Vice Mayor's appointment)

The motion was passed unanimously.

ACTION Motion made by Council Member Termini, seconded by Council Member Harlan, to appoint the following to the Santa Cruz Public Libraries System Commission:

- Barbara Gorson

The motion was passed unanimously.

ACTION Motion to appoint the five of the applicants.

Substitute motion made by Council Member Termini, seconded by Council Member Bertrand, for each Council Member to appoint a member to the City's Library Advisory Committee; and for Mayor Bottorff to interview the remaining applicants and to make his appointment at the next City Council meeting; and to appoint the following to the Capitola Library Advisory Committee:

- Lisa Steingrube (Council Member Norton's appointee)
- Gayle Ortiz (Council Member Termini's appointee)
- David Kraemer (Council Member Bertrand's appointee)
- Toni Campbell (Council Member Harlan's appointee)

The motion was passed unanimously.

ACTION Motion made by Council Member Termini, seconded by Council Member Bertrand, to endorse Council Member Termini to be re-appointed to the Monterey Bay Unified Air Pollution Control District.

The motion was passed unanimously.

There was Council consensus for the following appointments/reappointments:

- Council Member Norton to remain as the City's Representatives on the Arts Council Santa Cruz County.
- Mayor Bottorff to be the City's Representative on the Association of Bay Area Governments (AMBAG); and for Council Member Norton to be the Alternate.
- Council Member Termini to be the City's Representative on the Criminal Justice of Santa Cruz County; and for City Manager Goldstein to continue as a Representative.
- Council Member Bertrand to be the City's Representative on the Santa Cruz County Children's Network; and for Council Member Termini to be the Alternate.
- Council Member Harlan to be the City's Alternate Representative on the Santa Cruz County Flood Control and Water Conservation District, Zone 5; and for Council Member Bertrand to be the Alternate.
- Council Member Termini to be the City's Representative on the Santa Cruz County Library Financing Authority, and Council Member Bertrand to be the Alternate.

Attachment: Draft January 14, 2016, City Council Minutes (1363 : Approval of City Council Minutes)

- Council Member Norton to be the City's Representative on the Santa Cruz County Regional Transportation Commission; and Council Member Termini to be the Alternate.
- Council Member Harlan to be the City's Representative on the Santa Cruz County Sanitation District.
- Council Member Termini to be the City's Representative on the Oversight Board for the Capitola Successor Agency, and Senior Planning Cattan to be the Employee Representative.

9. CONSENT CALENDAR

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

- 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 [330-05]
RECOMMENDED ACTION: Approve Budget Calendar for Fiscal Year 2016-2017.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Receive Report on Special Events Highlights and Issues for 2015 [1050-70]
RECOMMENDED ACTION: Receive report and provide direction regarding 2016 special events.

Richard Lippi, local resident, provided comments regarding traffic flow during special events.

Kem Akol, applicant for Iron Man/Capitola Man, stated that he wants to change the start time of the event in 2016.

Tom Bradley, applicant for Surfer's Path 5k and 10k races, provided a handout and stated that he wants to add another special event.

Marc Monte, Monte Foundation, stated that he is available for suggestions for the Capitola fireworks event in 2016.

Attachment: Draft January 14, 2016, City Council Minutes (1363 : Approval of City Council Minutes)

RESULT: RECEIVED REPORT; APPROVED THE EXISTING SPECIAL EVENTS PROGRAM; COUNCIL TO REVIEW THE MONTE FOUNDATION FIREWORKS SHOW IN FEBRUARY OR MARCH 2016; AND THE COUNCIL TO CONSIDER OTHER PROPOSED SPECIAL EVENTS IN THE FUTURE [UNANIMOUS]

MOVER: Michael Termini, Council Member

SECONDER: Stephanie Harlan, Council Member

AYES: Norton, Bertrand, Harlan, Termini, Bottorff

- B. Receive Soquel Creek Water District Report [1160-10]
RECOMMENDED ACTION: Receive report by the Soquel Creek Water District.
Dr. Bruce Daniels, Soquel Creek Water District Board Chair, presented the Soquel Creek Water District Report.
Barbara Graves, Santa Cruz water activist, discussed various issues regarding water transfer costs and that Santa Cruz put the brakes on the proposed desalination plant. She requested the City's support in resolving a serious water situation.

RESULT: REPORT RECEIVED

- 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.

RESULT: RECEIVED REPORT; 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. [UNANIMOUS]

MOVER: Dennis Norton, Stephanie Harlan

SECONDER: Stephanie Harlan, Council Member

AYES: Norton, Bertrand, Harlan, Termini, Bottorff

- D. Resident-Initiated Community Visioning Process
RECOMMENDED ACTION: Authorize staff to provide technical and in-kind support for the proposed community visioning process.
Gayle Ortiz, local resident, provided the proposed community visioning process to be led by a group of long-term Capitola residents. She stated that 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.

Attachment: Draft January 14, 2016, City Council Minutes (1363 : Approval of City Council Minutes)

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

- E. Unpermitted Vacation Rentals - Code Enforcement [390-70/57-10]
RECOMMENDED ACTION: Authorize staff to initiate a proactive Code enforcement sweep of unpermitted vacation rentals.

City Attorney Condotti stated that pursuant to the Capitola Municipal Code the City has recourse against internet service providers, such as AirBnB, VRBO, and HomeAway, that arrange or advertise unpermitted vacation rentals.

Nels Westman, local resident, provided comments regarding the negative impact of short term rentals in R-1 neighborhoods.

RESULT: AUTHORIZED STAFF TO INITIATE A PROACTIVE CODE ENFORCEMENT SWEEP OR UNPERMITTED VACATION RENTALS, AND DIRECTED THE CITY ATTORNEY TO FILE A COMPLAINT TO THE UNPERMITTED VACATION RENTALS ORGANIZATIONS [UNANIMOUS]
MOVER: Michael Termini, Council Member
SECONDER: Stephanie Harlan, Council Member
AYES: Norton, Bertrand, Harlan, Termini, Bottorff

11. ADJOURNMENT

Meeting adjourned at 9:50 PM.

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Ed Bottorff, Mayor

Attachment: Draft January 14, 2016, City Council Minutes (1363 : Approval of City Council Minutes)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Community Development

SUBJECT: Receive Planning Commission Action Minutes for the Regular Meeting of
January 21, 2016

RECOMMENDED ACTION: Receive Minutes.

ATTACHMENTS:

1. Jan. 21, 2016, Planning Commission Action Minutes

Report Prepared By: Linda Fridy
Planning Commission Minutes Clerk



**ACTION MINUTES
CAPITOLA PLANNING COMMISSION MEETING
THURSDAY, 21, 2016
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. NEW BUSINESS

A. Election of Chair and Vice Chair

The Commissioner unanimously elected Commissioner Welch chair and Commissioner Newman vice chair.

B. Commission Appointments

The Commission unanimously supported retaining Commissioner Smith as the representative for the Art and Cultural Commission and Chairperson Welch as the representative to the Traffic and Parking Commission.

3. ORAL COMMUNICATIONS

A. Additions and Deletions to Agenda

B. Public Comments

C. Commission Comments

D. Staff Comments

4. APPROVAL OF MINUTES

A. Planning Commission - Regular Meeting of December 3, 2015

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Linda Smith, Chairperson
SECONDER:	Susan Westman, Commissioner
AYES:	Smith, Newman, Welch, Westman
ABSENT:	Ortiz

5. CONSENT CALENDAR

A. 723 El Salto Drive #15-185 APN: 036-143-35

Request for a two-year extension of previously approved Coastal Development Permit, Minor Land Division to create two lots of record, and Minor Land Division to convert four apartment units to condominiums in the R-1/VS (Single Family/Visitor Serving) Zoning District.

This project requires a Coastal Development Permit which is appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorical Exemption

Owner: Doug Dodds

Representative: Thacher & Thompson, filed: 11/12/2015

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
SECONDER:	Edward Newman, Commissioner
AYES:	Smith, Newman, Welch, Westman
ABSENT:	Ortiz

6. PUBLIC HEARINGS

A. 1200 41st Ave #15-119 APN: 034-101-38

Design Permit and Conditional Use Permit for the installation of a new Verizon wireless antenna and ancillary equipment on the roof of the Begonia Plaza commercial building in the CC (Community Commercial) Zoning District.

This project is in the Coastal Zone and requires a Coastal Development Permit, which is not appealable to the California Coastal Commission.

Environmental Determination: Categorical Exemption

Property Owner: Begonia Plaza LLC

Representative: Verizon Wireless – Sequoia Deployment Services, filed 7/27/15

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Linda Smith, Chairperson
SECONDER:	Edward Newman, Commissioner
AYES:	Smith, Newman, Welch, Westman
ABSENT:	Ortiz

7. DIRECTOR'S REPORT

8. COMMISSION COMMUNICATIONS

9. ADJOURNMENT



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Finance Department

SUBJECT: Approval of City Check Register Reports Dated December 4, December 11, December 18, December 25, and December 31, 2015

RECOMMENDED ACTION: Approve City Check Register Reports.

BACKGROUND: Check Registers are attached for:

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
12/04/2015	82256	82350	95	\$387,665.35
12/11/2015	82351	82409	59	\$174,254.62
12/18/2015	82410	82474	69	\$735,325.23
12/25/2015	82475	82477	4	\$51,371.97
12/31/2015	82478	82545	73	\$250,851.18

The City Main check register of November 27, 2015, ended with check #82255.

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
12/11/2015	4698	4712	97	\$144,808.12
12/25/2015	4713	4722	91	\$152,215.24

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

Check	Issued to	Dept	Description	Amount
82270	Community Bridges	CM	Community Grant Funding FY15-16	\$55,551.00
82336	Pape Machinery	PW	JD 544H equipment repairs	\$21,052.42
82349	Patrick and Julie Barnard	CM	Pac-Cove site damage claim	\$16,900.00
eft197	CalPERS Health Insurance	FN	PERS December 2015 Health	\$56,254.59
eft198	CalPERS Member Services	FN	PERS contributions PPE 11/21/15	\$46,264.71
eft200	IRS	FN	Federal tax & Medicare 11/21/15	\$24,726.49
82354	Coastal Water Shed Council	PW	Outreach, urban watch, 1 st flush	\$10,842.93
82356	Earthworks Paving	PW	Rispin Peery Park billing #2	\$55,718.10
82361	Kimley Horn and Assoc.	PW	Rail trail, ADA path improvements, roundabout & staff augmentation engineering services	\$25,180.56

Approval of City Check Registers
January 28, 2016

82378	Emergency Vehicle Specialists	PD	Patrol vehicle customization	\$15,389.84
82412	Bear Electrical Solutions	PW	Traffic Signal Maintenance Sept/Oct/Nov	\$10,065.50
82442	Proforce Law Enforcement	PD	Tasers	\$10,743.62
82444	Safety Striping Service	PW	Citywide street striping	\$20,154.80
82446	Santa Cruz Regional 911	PD	Quarterly Services: SCRMS and 911	\$98,976.50
82466	MBASIA	CM	Workers Comp./Liability Insurance	\$426,826.50
eft204	CalPERS Member Services	FN	PERS contributions PPE 12/05/15	\$46,051.44
eft206	IRS	FN	Federal tax & Medicare 12/05/15	\$23,962.20
82475	Atchison Barisone & Condotti	CM	November legal services	\$22,775.82
82476	Pacific Gas and Electric	PW	Monthly Utilities	\$14,200.68
82477	Wells Fargo Bank	FN	November credit card charges	\$14,260.47
82525	Rogers Anderson Malody & Scott	FN	Progress billing FY14-15 Audit	\$15,500.00
82542	Wells Fargo Bank	FN	Pension obligation bond interest	\$37,712.74
eft207	CalPERS Member Services	FN	PERS contributions PPE 12/19/15	\$46,291.83
eft209	IRS	FN	Federal tax & Medicare 12/19/15	\$25,129.66
eft211	CalPERS Health Insurance	FN	January health insurance	\$65,298.12

ATTACHMENTS:

1. 12-04-15 City Check Register
2. 12-11-15 City Check Register
3. 12-18-15 City Check Register
4. 12-25-15 City Check Register
5. 12-31-15 City Check Register

Report Prepared By: Maura Herlihy
Account Technician



Jamie Goldstein, City Manager

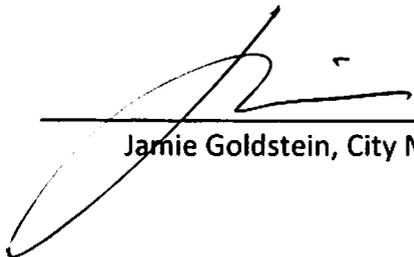
Accounts payable checks dated 12/04/15 and numbered 82256 to 82350, totaling \$252,683.98, plus 5 EFTs totaling \$134,981.37, for a total disbursement of \$387,665.35, have been reviewed and authorized for distribution by the City Manager.

As of 12/04/2015 the unaudited cash balance is \$4,445,977.46.

CASH POSITION - CITY OF CAPITOLA 12/04/15

	<u>Net Balance</u>
General Fund	\$383,379.09
Payroll Payables	\$41,155.10
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$79,870.00
Capital Improvement Fund	\$1,507,860.78
Stores Fund	\$19,264.39
Information Technology Fund	\$99,503.76
Equipment Replacement	\$128,995.83
Self Insurance Liability Fund	\$74,075.29
Worker's Comp. Ins. Fund	\$318,106.79
Compensated Absences Fund	(\$10,179.23)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,445,977.46</u></u>

The Emergency Reserve Fund Balance is \$1,049,205.54 (not included above).



Jamie Goldstein, City Manager

12/04/2015
Date

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82256	12/01/2015	Open			ICMA RETIREMENT TRUST 457	\$5,635.01
	Invoice		Date	Description	Amount	
	ICMA11072015		11/13/2015	ICMA 457 ppe 11/07/2015 1001 - Payroll Payables	\$5,635.01	
82257	12/04/2015	Open			ADVOCACY INC.	\$3,765.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$3,765.00	
82258	12/04/2015	Open			APTOS LANDSCAPE SUPPLY INC.	\$199.82
	Invoice		Date	Description	Amount	
	409158		11/30/2015	Treated sawdust	\$199.82	
82259	12/04/2015	Open			ARTS COUNCIL OF SANTA CRUZ COL	\$489.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$489.00	
82260	12/04/2015	Open			B & B SMALL ENGINE REPAIR	\$80.82
	Invoice		Date	Description	Amount	
	338713		11/25/2015	String trimmer repairs	\$80.82	
82261	12/04/2015	Open			BIG BROTHERS BIG SISTERS OF SC (\$1,415.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$1,415.00	
82262	12/04/2015	Open			CABRILLO COLLEGE STROKE CENTE	\$3,514.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$3,514.00	
82263	12/04/2015	Open			CALIFORNIA GREY BEARS INC.	\$7,287.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$7,287.00	
82264	12/04/2015	Open			CAMPUS KIDS CONNECTION INC.	\$8,666.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$8,666.00	
82265	12/04/2015	Open			CAPITOLA PEACE OFFICERS ASSOCI	\$1,577.50
	Invoice		Date	Description	Amount	
	POAnov2015		11/27/2015	November 2015 POA Dues	\$1,577.50	
82266	12/04/2015	Open			CASA OF SANTA CRUZ COUNTY	\$1,554.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$1,554.00	
82267	12/04/2015	Open			CASEY PRINTING	\$3,819.12
	Invoice		Date	Description	Amount	
	29739011		11/19/2015	Rec Brochures	\$3,819.12	

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82268	12/04/2015	Open			CENTRAL COAST CENTER FOR INDEI	\$4,949.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$4,949.00
82269	12/04/2015	Open			COMMUNITY ACTION BOARD	\$676.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$676.00
82270	12/04/2015	Open			COMMUNITY BRIDGES	\$55,551.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$55,551.00
82271	12/04/2015	Open			COMPANION FOR LIFE	\$2,570.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$2,570.00
82272	12/04/2015	Open			DEPARTMENT OF PESTICIDE REGUL	\$250.00
	Invoice		Date	Description		Amount
	Tryde12032015		12/03/2015	Applicator License Renewal		\$60.00
	Bunter12032015		12/03/2015	Applicator Certificate Application		\$190.00
82273	12/04/2015	Open			DIENTES COMMUNITY DENTAL CARE	\$688.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$688.00
82274	12/04/2015	Open			ENCOMPASS COMMUNITY SERVICES	\$7,301.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$7,301.00
82275	12/04/2015	Open			EWING IRRIGATION	\$130.34
	Invoice		Date	Description		Amount
	674517		11/19/2015	Grass seed		\$54.82
	680138		11/20/2015	Turf topper		\$75.52
82276	12/04/2015	Open			FAMILIES IN TRANSITION	\$1,236.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$1,236.00
82277	12/04/2015	Open			FAMILY SERVICE AGENCY OF THE CF	\$5,764.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$5,764.00
82278	12/04/2015	Open			FIRST ALARM SECURITY & PATROL II	\$321.72
	Invoice		Date	Description		Amount
	872318		10/30/2015	Alarm equipment check		\$118.92
	875296		11/16/2015	Quarterly First Alarm service		\$202.80
82279	12/04/2015	Open			HOMELESS SERVICE CENTER OF SAI	\$1,314.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$1,314.00

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82280	12/04/2015	Open			HOSPICE of SANTA CRUZ COUNTY	\$788.0
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$788.00	
82281	12/04/2015	Open			ICMA RETIREMENT TRUST 457	\$5,635.0
	Invoice		Date	Description	Amount	
	ICMA11302015		11/27/2015	457 Contributions 11-27-15 1001 - Payroll Payables	\$5,635.01	
82282	12/04/2015	Open			KELLY MOORE PAINT COMPANY INC.	\$82.0
	Invoice		Date	Description	Amount	
	803-00000618126		11/23/2015	Paint	\$82.08	
82283	12/04/2015	Open			KINGS PAINT AND PAPER INC.	\$40.5
	Invoice		Date	Description	Amount	
	A0227798		11/18/2015	Paint trays	\$4.07	
	A0228046		11/24/2015	Paint	\$36.52	
82284	12/04/2015	Open			LIFE INSURANCE CO OF NORTH AME	\$2,299.0
	Invoice		Date	Description	Amount	
	CIGNAnov2015		11/30/2015	November LTD, STD, AD&D, Life Insurance	\$2,299.05	
				1000 - General Fund	\$3.97	
				1001 - Payroll Payables	\$2,295.08	
82285	12/04/2015	Open			LIUNA PENSION FUND	\$748.8
	Invoice		Date	Description	Amount	
	LIUNAnov2015		11/30/2015	LIUNA Pension Dues November 2015	\$748.80	
	1001 - Payroll Payables					
82286	12/04/2015	Open			MID COUNTY AUTO SUPPLY	\$716.1
	Invoice		Date	Description	Amount	
	442266		11/03/2015	alternator for 1998 Ford Crown Victoria	\$229.83	
	442351		11/04/2015	Alternator for 98 Crown Victoria EXCHANGED	\$106.51	
	442963		11/10/2015	AAA batteries	\$4.95	
	443275		11/12/2015	Oil Filter	\$28.85	
	443305		11/12/2015	wiper motor	\$84.58	
	443624		11/16/2015	ignition coil	\$139.10	
	442965		11/10/2015	stool	\$32.58	
	443268		11/12/2015	cleaner and compound	\$9.40	
	443634		11/16/2015	gallon brake fluid, motor tuneup foam, glass cleaner	\$80.34	

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82287	12/04/2015	Open			MISSION LINEN SUPPLY	\$654.95
	Invoice		Date	Description		Amount
	501060795		10/07/2015	linen service		\$66.23
	501106594		10/14/2015	linen & mat service		\$87.61
	501060779		10/07/2015	dust mops, mat service		\$60.87
	501113832		10/09/2015	Refund large dust mops (2)		(\$93.60)
	501233468		11/04/2015	towels, coveralls		\$30.46
	501192227		10/28/2015	mat service		\$43.50
	501287555		11/11/2015	shop towels, coveralls		\$30.46
	501233454		11/04/2015	mat service, dust mops		\$60.87
	501287556		11/11/2015	linen service		\$87.61
	501233469		11/04/2015	linen service		\$66.23
	501333612		11/18/2015	Linen service		\$66.23
	501333597		11/18/2015	Center mats		\$60.87
	501379212		11/25/2015	Linen, mat, towel service		\$87.61
82288	12/04/2015	Open			MONARCH SERVICES	\$1,862.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$1,862.00
82289	12/04/2015	Open			O'NEILL SEA ODYSSEY	\$1,443.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$1,443.00
82290	12/04/2015	Open			PARENTS CENTER OF SANTA CRUZ	\$3,687.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$3,687.00
82291	12/04/2015	Open			PESTICIDE APPLICATORS PROF ASS	\$45.00
	Invoice		Date	Description		Amount
	Tryde12022015		12/02/2015	2016 PAPA membership		\$45.00
82292	12/04/2015	Open			ROYAL WHOLESALE ELECTRIC	\$14.68
	Invoice		Date	Description		Amount
	7719-599063		11/23/2015	Outlet covers - palm trees		\$14.68

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82293	12/04/2015	Open			SAN LORENZO LUMBER	\$1,007.72
	Invoice		Date	Description		Amount
	55-0125306		11/03/2015	Wood		\$35.79
	55-0125750		11/04/2015	Bolts for bathroom window		\$19.52
	55-0125753		11/04/2015	Wood		\$27.67
	55-0125495		11/04/2015	Wharf wood		\$65.13
	55-0127176		11/10/2015	Hand tools		\$14.91
	55-0127278		11/10/2015	Flashing		\$25.31
	55-0127288		11/10/2015	Flashing and caulk		\$21.01
	55-0127295		11/10/2015	Gutter screen		\$29.65
	55-0127937		11/12/2015	City hall roof repair materials		\$85.78
	55-0128886		11/16/2015	City Hall roof supplies/repairs		\$127.26
	55-0129696		11/18/2015	City Hall Roof flash sealant		\$46.23
	55-0129703		11/18/2015	City Hall roof repairs		\$6.81
	55-0130001		11/19/2015	City Hall roof flashing		\$22.40
	55-0130003		11/19/2015	City Hall roof repairs		\$15.56
	55-0130109		11/19/2015	Wood post		\$24.31
	55-0130119		11/19/2015	Roof ties		\$1.69
	55-0130518		11/20/2015	City Hall roof flashing		\$12.65
	55-0130519		11/20/2015	City hall roof repairs		\$41.73
	55-0131295		11/24/2015	Wood - flume		\$72.92
	55-0132629		12/01/2015	Wood - wharf handrail		\$298.42
	55-0132636		12/01/2015	Spray paint		\$12.97
				1000 - General Fund	\$567.74	
				1311 - Wharf Fund	\$439.98	
82294	12/04/2015	Open			SANTA CRUZ COUNTY TAX COLLECT	\$3,312.00
	Invoice		Date	Description		Amount
	678367-2		11/10/2015	1400 Wharf-Second Installment Sanitation Charges		\$3,312.00
				1311 - Wharf Fund		
82295	12/04/2015	Open			SANTA CRUZ COUNTY TAX COLLECT	\$4,565.77
	Invoice		Date	Description		Amount
	679271-2		11/10/2015	Esplanade Park-Second Installment Sanitation Charge		\$4,565.77
82296	12/04/2015	Open			SANTA CRUZ COUNTY TAX COLLECT	\$604.68
	Invoice		Date	Description		Amount
	693920-2		11/10/2015	Corp Yard-Second Installment Sanitation Charges		\$604.68
82297	12/04/2015	Open			SANTA CRUZ COUNTY TAX COLLECT	\$1,030.09
	Invoice		Date	Description		Amount
	705739-2		11/10/2015	420 Capitola Ave-Second Installment Sanitation Charge		\$1,030.09
82298	12/04/2015	Open			SANTA CRUZ COUNTY TAX COLLECT	\$375.87
	Invoice		Date	Description		Amount
	748331-2		11/10/2015	Library-Second Installment Sanitation Charges		\$375.87
82299	12/04/2015	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$977.91
	Invoice		Date	Description		Amount
	SCMU11122015		11/12/2015	Monthly water service		\$977.91

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82300	12/04/2015	Open			SANTA CRUZ TODDLER CARE CENTE	\$612.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$612.00	
82301	12/04/2015	Open			SECOND HARVEST FOOD BANK	\$5,125.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$5,125.00	
82302	12/04/2015	Open			SENIOR CITIZENS LEGAL SERVICES	\$5,082.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$5,082.00	
82303	12/04/2015	Open			SENIOR NETWORK SERVICES INC.	\$1,257.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$1,257.00	
82304	12/04/2015	Open			SENIORS COUNCIL OF SC COUNTY	\$1,685.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$1,685.00	
82305	12/04/2015	Open			SENTINEL PRINTERS INC.	\$375.19
	Invoice		Date	Description	Amount	
	297918		11/25/2015	Temp no parking signs 1310 - Gas Tax Fund	\$375.19	
82306	12/04/2015	Open			SOQUEL CREEK WATER DISTRICT	\$5,489.78
	Invoice		Date	Description	Amount	
	SCWD111915		11/19/2015	Monthly water service	\$3,595.68	
	SCWD11192015		11/19/2015	Monthly water use	\$1,894.10	
				1000 - General Fund	\$5,050.43	
				1311 - Wharf Fund	\$439.35	
82307	12/04/2015	Open			SUPPLYWORKS	\$1,042.32
	Invoice		Date	Description	Amount	
	1726544		11/20/2015	Cleaning supplies	\$1,042.32	
82308	12/04/2015	Open			TARGET SPECIALTY PRODUCTS	\$992.45
	Invoice		Date	Description	Amount	
	PI0356744		11/23/2015	Turf fertilizer	\$992.45	
82309	12/04/2015	Open			THE DIVERSITY CENTER	\$526.00
	Invoice		Date	Description	Amount	
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16	\$526.00	
82310	12/04/2015	Open			UNITED WAY OF SANTA CRUZ COUN'	\$50.00
	Invoice		Date	Description	Amount	
	UW11302015		11/30/2015	November United Way contributions 1001 - Payroll Payables	\$50.00	

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82311	12/04/2015	Open			UPEC LIUNA LOCAL 792	\$1,275.00
	Invoice		Date	Description		Amount
	UPEC11302015		11/30/2015	UPEC Dues November 2015 1001 - Payroll Payables		\$1,275.00
82312	12/04/2015	Open			US BANK PARS	\$77.23
	Invoice		Date	Description		Amount
	PARS11302015		11/27/2015	PARS contributions 11-27-15 1001 - Payroll Payables		\$77.23
82313	12/04/2015	Open			VISTA CENTER FOR THE BLIND	\$931.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$931.00
82314	12/04/2015	Open			VOLUNTEER CENTERS OF SC COUNT	\$1,576.00
	Invoice		Date	Description		Amount
	CommGrant15-16		12/01/2015	Community Grant Funding FY15-16		\$1,576.00
82320	12/04/2015	Open			AFLAC	\$1,108.18
	Invoice		Date	Description		Amount
	Nov2015		11/30/2015	Aflac November 2015 1001 - Payroll Payables		\$1,108.18
82321	12/04/2015	Open			ALLSAFE LOCK COMPANY	\$16.43
	Invoice		Date	Description		Amount
	47827		11/30/2015	keys		\$16.43
82322	12/04/2015	Open			BANK OF AMERICA	\$16.00
	Invoice		Date	Description		Amount
	0012070551		11/16/2015	Analysis Charge October 2015		\$16.00
82323	12/04/2015	Open			CALIFORNIA COAST UNIFORM COMP,	\$43.28
	Invoice		Date	Description		Amount
	79998		11/16/2015	Blankenship uniform pin		\$43.28
82324	12/04/2015	Open			CALIFORNIA LAW ENFORCEMENT AS	\$490.00
	Invoice		Date	Description		Amount
	CLEADec2015		12/01/2015	PD Long term disability Dec. 2015 1001 - Payroll Payables		\$490.00
82325	12/04/2015	Open			FLYERS ENERGY LLC	\$2,819.53
	Invoice		Date	Description		Amount
	15-166848		11/21/2015	420 gallons ethanol		\$1,243.94
	15-166849		11/21/2015	70 gallons diesel		\$189.75
	15-163595		11/16/2015	130 gallons diesel		\$353.83
	15-163594		11/16/2015	329 gallon ethanol		\$1,032.01
82326	12/04/2015	Open			G2 FORENSIC INVESTIGATIONS	\$1,260.00
	Invoice		Date	Description		Amount
	268		11/21/2015	PD background investigation		\$1,260.00

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82327	12/04/2015	Open			INTERWEST CONSULTING GROUP IN	\$1,153.70
	Invoice		Date	Description	Amount	
	24642		12/01/2015	October plan review services	\$1,153.70	
82328	12/04/2015	Open			KIMLEY-HORN AND ASSOCIATES INC	\$2,598.38
	Invoice		Date	Description	Amount	
	7171291		10/31/2015	Oct. Housing element update 1313 - General Plan Update and Maint	\$2,598.38	
82329	12/04/2015	Open			LOOMIS	\$512.50
	Invoice		Date	Description	Amount	
	11702864		10/31/2015	armored car service	\$512.50	
82330	12/04/2015	Open			MAR-KEN K-9 TRAINING CENTER	\$480.00
	Invoice		Date	Description	Amount	
	0534-15		11/16/2015	November K-9 training	\$480.00	
82331	12/04/2015	Open			METRO MOBILE COMMUNICATIONS	\$9,179.89
	Invoice		Date	Description	Amount	
	37499		11/19/2015	Portable radios (10) 1300 - SLESF - Supplemental Law Enforce	\$9,179.89	
82332	12/04/2015	Open			MID COUNTY AUTO SUPPLY	\$108.48
	Invoice		Date	Description	Amount	
	443991		11/19/2015	belts	\$49.86	
	444828		11/27/2015	Dex 6 Transmission Fluid	\$95.27	
	444960		11/30/2015	returned transmission fluid	(\$95.27)	
	444518		11/24/2015	replacement lens	\$58.62	
82333	12/04/2015	Open			MISSION LINEN SUPPLY	\$104.42
	Invoice		Date	Description	Amount	
	501287552		11/11/2015	Mat service	\$43.50	
	501333611		11/18/2015	shop towels, uniform cleaning	\$30.46	
	501379211		11/25/2015	shop towels, uniform cleaning	\$30.46	
82334	12/04/2015	Open			MUNISERVICES LLC	\$1,209.62
	Invoice		Date	Description	Amount	
	39750		11/24/2015	Quarterly sales tax reporting	\$1,209.62	
82335	12/04/2015	Open			PALACE OFFICE SUPPLIES	\$96.62
	Invoice		Date	Description	Amount	
	345387-0		11/18/2015	Office supplies	\$96.62	
82336	12/04/2015	Open			PAPE MACHINERY	\$21,052.42
	Invoice		Date	Description	Amount	
	1829726		11/15/2015	JD 544H repairs	\$21,052.42	
82337	12/04/2015	Open			PITNEY BOWES INC.	\$2,020.99
	Invoice		Date	Description	Amount	
	PB11162015		11/16/2015	postage refill	\$2,020.99	

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82338	12/04/2015	Open			PRAXAIR DISTRIBUTION INC.	\$116.57
	Invoice		Date	Description	Amount	
	54277167		11/20/2015	acetylene, high pressure 100cf, safety/environment fee	\$116.57	
82339	12/04/2015	Open			PREFERRED BENEFIT INSURANCE AI	\$6,320.16
	Invoice		Date	Description	Amount	
	EIA15973		12/01/2015	December dental & vision insurance	\$6,320.16	
				1000 - General Fund	\$373.26	
				1001 - Payroll Payables	\$5,946.90	
82340	12/04/2015	Open			PROFORCE LAW ENFORCEMENT	\$82.44
	Invoice		Date	Description	Amount	
	254977		11/13/2015	taser	\$82.44	
				1300 - SLESF - Supplemental Law Enforce		
82341	12/04/2015	Open			RYDIN DECAL	\$1,932.75
	Invoice		Date	Description	Amount	
	312738		11/02/2015	Parking permits for 2016	\$1,932.75	
82342	12/04/2015	Open			SANTA CRUZ COUNTY HEALTH SERV	\$234.00
	Invoice		Date	Description	Amount	
	SCC11232015		07/01/2015	Apr-June 2015 Dominican	\$234.00	
82343	12/04/2015	Open			STAPLES ADVANTAGE	\$173.70
	Invoice		Date	Description	Amount	
	8036802782		11/14/2015	Office supplies	\$173.70	
82344	12/04/2015	Open			TOTAL COMPENSATION SYSTEMS IN	\$1,800.00
	Invoice		Date	Description	Amount	
	4779		11/23/2015	OPEB valuation services	\$1,800.00	
82345	12/04/2015	Open			UNITED PARCEL SERVICE	\$28.31
	Invoice		Date	Description	Amount	
	0000954791465		11/14/2015	shipping	\$21.31	
	0000954791475		11/21/2015	shipping	\$7.05	
82346	12/04/2015	Open			US BANCORP EQUIPMENT FINANCE I	\$127.81
	Invoice		Date	Description	Amount	
	292498649		11/23/2015	copier lease	\$127.81	
				2211 - ISF - Information Technology		
82347	12/04/2015	Open			WHEELCHAIRS OF SAN MATEO & TEC	\$5,198.11
	Invoice		Date	Description	Amount	
	9036		10/30/2015	wheel chair repairs	\$5,198.11	
82348	12/04/2015	Open			Ann Marie Schimpeler	\$380.00
	Invoice		Date	Description	Amount	
	Schimpeler112415		11/24/2015	Refund 155126435	\$380.00	

Attachment: 12-04-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/04/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82349	12/04/2015	Open			Patrick and Julie Barnard	\$16,900.00
	Invoice		Date	Description	Amount	
	Barnard10212015		10/21/2015	Pac-Cove construction site damage claim 2213 - ISF - Self-Insurance Liability	\$16,900.00	
82350	12/04/2015	Open			Terry Ornelas	\$380.00
	Invoice		Date	Description	Amount	
	Ornelas11242015		11/24/2015	refund cite 111125240	\$380.00	
Type Check Totals:						\$252,683.96
<u>EFT</u>						
197	12/01/2015	Open			CalPERS Health Insurance	\$56,254.59
	Invoice		Date	Description	Amount	
	PERS11162015		12/01/2015	PERS December health insurance 1000 - General Fund 1001 - Payroll Payables	\$56,254.59 \$2,660.67 \$53,593.92	
198	12/01/2015	Open			CalPERS Member Services Division	\$46,264.71
	Invoice		Date	Description	Amount	
	PERS12012015		12/01/2015	PERS Contributions 11-27-15 pay date 1000-1000.000 (Cash Operating) 1001-1000.000 (Cash Operating)	\$46,264.71 (\$27.12) \$46,291.83	
199	12/01/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,315.43
	Invoice		Date	Description	Amount	
	EDD11302015		12/01/2015	State taxes 11-27-15 pay day 1001 - Payroll Payables	\$6,315.43	
200	12/01/2015	Open			INTERNAL REVENUE SERVICE	\$24,726.49
	Invoice		Date	Description	Amount	
	IRS11302015		12/01/2015	Federal taxes 11-27-15 pay day 1001 - Payroll Payables	\$24,726.49	
201	12/01/2015	Open			STATE DISBURSEMENT UNIT	\$1,420.15
	Invoice		Date	Description	Amount	
	SDU11302015		12/01/2015	Garnishments 11-27-15 pay day 1001 - Payroll Payables	\$1,420.15	
Type EFT Totals:						\$134,981.37

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CITY - Main City Totals
Checks
EFTs
All

Count: 90
Count: 5
Count: 95

Total: \$252,683.96
Total: \$134,981.37
Total: \$387,665.35

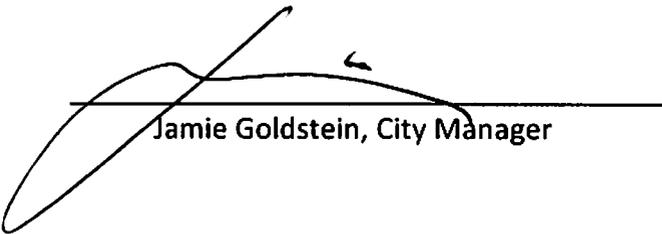
Accounts payable checks dated 12/11/15 and numbered 82351 to 82409, totaling \$174,254.62, plus 12 Payroll Checks and 85 Payroll EFTs totaling \$144,808.12, for a total disbursement of \$319,032.74, have been reviewed and authorized for distribution by the City Manager.

As of 12/11/2015 the unaudited cash balance is \$4,079,302.41.

CASH POSITION - CITY OF CAPITOLA 12/11/15

	<u>Net Balance</u>
General Fund	\$12,886.47
Payroll Payables	\$145,989.10
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$79,870.00
Capital Improvement Fund	\$1,425,604.15
Stores Fund	\$17,243.40
Information Technology Fund	\$99,664.95
Equipment Replacement	\$128,995.83
Self Insurance Liability Fund	\$57,175.29
Worker's Comp. Ins. Fund	\$318,106.79
Compensated Absences Fund	(\$10,179.23)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,079,302.41</u></u>

The Emergency Reserve Fund Balance is \$1,049,205.54 (not included above).



 Jamie Goldstein, City Manager

 12/11/2015
 Date

Attachment: 12-11-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amou
82351	12/07/2015	Open			Orchard Supply Company	\$6,151.00
	Invoice		Date	Description		Amount
	2015-00000935		06/30/2015	Refunds from Planning Dept		\$6,151.00
82352	12/07/2015	Open			BOWMAN & WILLIAMS INC.	\$3,000.00
	Invoice		Date	Description		Amount
	9745		11/02/2015	Oct. services 38th Ave. & stockton/esplanade project 1200 - Capital Improvement Fund		\$3,000.00
82353	12/07/2015	Open			CHARGEPOINT INC	\$560.00
	Invoice		Date	Description		Amount
	26632		11/18/2015	charging stations contract 1310 - Gas Tax Fund		\$560.00
82354	12/07/2015	Open			COASTAL WATERSHED COUNCIL	\$10,842.00
	Invoice		Date	Description		Amount
	1443		11/23/2015	Oct. NPDES Public Education & Outreach 15/16		\$2,113.50
	1438		11/23/2015	Oct. Urban Watch 15/16		\$3,867.33
	1439		11/23/2015	Oct. first flush		\$4,862.10
82355	12/07/2015	Open			DONALD W ALLEY	\$2,069.34
	Invoice		Date	Description		Amount
	1015-02B		11/24/2015	Fish & Wildlife Monitoring of Soquel Creek Year 2 of 3 FY 15/1		\$2,069.34
82356	12/07/2015	Open			EARTHWORKS PAVING CONTRACTORS INC.	\$55,718.10
	Invoice		Date	Description		Amount
	1768		11/23/2015	Rispin Peery Park billing #2 1200 - Capital Improvement Fund		\$55,718.10
82357	12/07/2015	Open			GEORGE McMENAMIN	\$375.00
	Invoice		Date	Description		Amount
	PeeryPark-1		11/25/2015	Riparian Restoration 15/16		\$375.00
82358	12/07/2015	Open			HARRIS & ASSOCIATES	\$4,367.50
	Invoice		Date	Description		Amount
	29977		11/05/2015	Oct. Park Ave. Sidewalks 1200 - Capital Improvement Fund		\$4,367.50
82359	12/07/2015	Open			HOPE REHABILITATION SERVICES	\$1,963.50
	Invoice		Date	Description		Amount
	S156642		08/31/2015	Litter Abatement, Beach Clean Up & Sidewalk Maintenance 15/16		\$1,963.50
82360	12/07/2015	Open			JAMES P ALLEN	\$2,250.00
	Invoice		Date	Description		Amount
	112915		11/29/2015	Consulting arborist services-1875 Wharf Rd		\$180.00
	102915		10/29/2015	consulting arborists services Park & Coronado		\$180.00
	113015		11/30/2015	Consulting arborists services Rispin Monarch/Tree Project		\$1,890.00

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City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amou
82361	12/07/2015	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$25,180.0
	Invoice		Date	Description		Amount
	7236268		10/31/2015	pac cove rail trail phase 1		\$1,066.92
	7210805		10/31/2015	PW staff augmentation Oct.		\$6,194.94
	7058094		10/31/2015	Rispin-Peery Park ADA Pathway Improvements-Phase II		\$14,233.50
	7184950		10/31/2015	October services Capitola Roundabout		\$3,685.20
				1200 - Capital Improvement Fund		\$18,985.62
				1310 - Gas Tax Fund		\$6,194.94
82362	12/07/2015	Open			SHAPE INC.	\$307.54
	Invoice		Date	Description		Amount
	121052		11/20/2015	Voltage monitor - Lawn Way pumps		\$307.54
82363	12/07/2015	Open			STATE WATER RESOURCES CONTROL BOARD	\$4,579.00
	Invoice		Date	Description		Amount
	SW-0104362		11/17/2015	SWRCB annual permit fee		\$4,579.00
82364	12/07/2015	Open			WATSONVILLE BLUEPRINT	\$185.41
	Invoice		Date	Description		Amount
	57708		12/01/2015	Stockton Ave. improvements prints & scanning		\$185.41
				1200 - Capital Improvement Fund		
82365	12/11/2015	Open			AHA CONSULTING INC.	\$375.00
	Invoice		Date	Description		Amount
	2010094		12/22/2015	Website Updates - accelera integration		\$375.00
				2211 - ISF - Information Technology		
82366	12/11/2015	Open			ALLSAFE LOCK COMPANY	\$126.94
	Invoice		Date	Description		Amount
	47778		11/03/2015	Rekey locks		\$106.94
	47832		12/03/2015	Corp Yard door cylinder		\$20.00
82367	12/11/2015	Open			APTOS LANDSCAPE SUPPLY INC.	\$199.82
	Invoice		Date	Description		Amount
	409303		12/02/2015	Sawdust		\$199.82
82368	12/11/2015	Open			B & B SMALL ENGINE REPAIR	\$1,099.95
	Invoice		Date	Description		Amount
	338938		12/02/2015	Chain		\$31.34
	339066		12/04/2015	Carbide chain, chainsaw		\$956.71
	339269		12/08/2015	Hedge trimmer repairs		\$110.95
82369	12/11/2015	Open			BIOBAG AMERICAS INC.	\$1,270.85
	Invoice		Date	Description		Amount
	438015		12/02/2015	Dog waste bags		\$1,270.85
82370	12/11/2015	Open			CALE AMERICA INC.	\$1,829.00
	Invoice		Date	Description		Amount
	138519		11/30/2015	Monthly parking meter charges		\$1,829.00

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City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amou
82371	12/11/2015	Open			CAROLYN FLYNN	\$3,570.
	Invoice		Date	Description		Amount
	11-2015		11/30/2015	Nov. housing trust fund administration		\$3,150.00
	10-2015CDBG		10/30/2015	Oct. CDBG Program Grant Oversight and Management		\$420.00
				1350 - CDBG Grants		\$420.00
				1372 - Housing Trust Fund		\$3,150.00
82372	12/11/2015	Open			CITY OF SANTA CRUZ	\$3,275.
	Invoice		Date	Description		Amount
	027178		11/20/2015	Lifeguard services beyond contract terms		\$3,275.99
82373	12/11/2015	Open			CLEAN BUILDING MAINTENANCE	\$3,719
	Invoice		Date	Description		Amount
	15274		11/30/2015	Monthly janitorial services		\$3,719.13
				1000 - General Fund		\$3,501.63
				1311 - Wharf Fund		\$217.50
82374	12/11/2015	Open			COMPLETE MAILING SERVICE INC	\$1,748.
	Invoice		Date	Description		Amount
	66415		11/23/2015	Mailing Services Winter		\$1,748.33
82375	12/11/2015	Open			CONFLICT RESOLUTION CENTER OF SANTA CF	\$1,576.0
	Invoice		Date	Description		Amount
	CRCgrant15-16		12/07/2015	Community Grants 2015-16		\$1,576.00
82376	12/11/2015	Open			CRAIG FEENEY	\$356.0
	Invoice		Date	Description		Amount
	49		12/05/2015	Wharf restaurant thermostat repairs		\$356.00
				1311 - Wharf Fund		
82377	12/11/2015	Open			EMBROIDERY WORKS	\$158.
	Invoice		Date	Description		Amount
	15-4082		11/12/2015	Explorer patches		\$158.59
82378	12/11/2015	Open			EMERGENCY VEHICLE SPECIALISTS INC	\$15,389.
	Invoice		Date	Description		Amount
	4848		12/03/2015	New patrol vehicle equipment customization		\$15,389.84
				2212 - ISF - Equipment Replacement		
82379	12/11/2015	Open			EWING IRRIGATION	\$218.0
	Invoice		Date	Description		Amount
	700822		11/25/2015	Wattle		\$31.18
	700823		11/25/2015	Drain supplies		\$31.87
	710915		11/30/2015	Lawn seed		\$155.36
82380	12/11/2015	Open			FASTENAL COMPANY	\$21.0
	Invoice		Date	Description		Amount
	CASAT34336		11/23/2015	Street sign rivets		\$21.32

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City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amou
82381	12/11/2015	Open			FEDERAL EXPRESS	\$75.
	Invoice		Date	Description		Amount
	5-230-13796		11/20/2015	shipping charges		\$75.32
				1000 - General Fund		\$48.30
				2210 - ISF - Stores Fund		\$27.02
82382	12/11/2015	Open			FLYERS ENERGY LLC	\$4,298.1
	Invoice		Date	Description		Amount
	15-156470		10/30/2015	400 gallon Ethanol		\$1,234.14
	15-156472		10/30/2015	180 gallon diesel		\$503.77
	15-168874		11/25/2015	241 gallons Ethanol		\$708.81
	15-168876		11/25/2015	40 gallon diesel		\$109.32
	15-172722		12/03/2015	75 gallons diesel		\$195.05
	15-172719		12/03/2015	528 gallons ethanol		\$1,547.49
82383	12/11/2015	Open			FREDERIC CHARLEBOIS	\$48
	Invoice		Date	Description		Amount
	Charlebois120715		12/07/2015	Late Fall Instructor Payment 2015		\$48.30
82384	12/11/2015	Open			GOLDFARB & LIPMAN LLP	\$280
	Invoice		Date	Description		Amount
	117681		11/17/2015	attorney fees		\$280.00
				1000 - General Fund		\$196.00
				5552 - Cap Hsg Succ- Program Income		\$84.00
82385	12/11/2015	Open			HELD, THOMAS	\$860.1
	Invoice		Date	Description		Amount
	Held12072015		12/07/2015	Education Reimbursement: CSU course MCJ 5390		\$860.00
82386	12/11/2015	Open			ICMA	\$1,400.1
	Invoice		Date	Description		Amount
	ICMA12022015		12/02/2015	Membership renewal for city manager		\$1,400.00
82387	12/11/2015	Open			INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$207.1
	Invoice		Date	Description		Amount
	1905501013393		11/12/2015	Batteries		\$108.64
	1905501013395		11/12/2015	Batteries		\$99.05
82388	12/11/2015	Open			JIM RUIZ	\$250.
	Invoice		Date	Description		Amount
	Ruiz10282015		10/28/2015	Composite sketch for PD		\$250.00
82389	12/11/2015	Open			KAREN NEVIS FINE ARTS	\$65
	Invoice		Date	Description		Amount
	472806		12/04/2015	8x10 Tile "Ann's Garden"		\$65.25
82390	12/11/2015	Open			KBA Docusys Inc.	\$60.1
	Invoice		Date	Description		Amount
	inv391781		12/03/2015	Copier overage charges		\$60.99
				2211 - ISF - Information Technology		

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City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amou
82391	12/11/2015	Open			KING'S CLEANERS	\$717.
	Invoice		Date	Description		Amount
	stmt11212015		11/21/2015	monthly PD Laundry service		\$717.50
82392	12/11/2015	Open			LOOMIS	\$508.
	Invoice		Date	Description		Amount
	11718851		11/30/2015	November armored car service		\$508.06
82393	12/11/2015	Open			MONTEREY BAY AREA SELF INSURANCE AUTH	\$643.
	Invoice		Date	Description		Amount
	MBASIA11232015		11/23/2015	Attorney fees for claim 2213 - ISF - Self-Insurance Liability		\$643.50
82394	12/11/2015	Open			OSUNA AUTO ELECTRIC & SMALL ENGINE REP,	\$134.
	Invoice		Date	Description		Amount
	14199		12/04/2015	12v motor service and parts		\$134.49
82395	12/11/2015	Open			PALACE OFFICE SUPPLIES	\$561.
	Invoice		Date	Description		Amount
	C324766-0		11/04/2015	Returned toner		(\$80.74)
	9212278-0		12/04/2015	office supplies		\$18.85
	347080-0		12/03/2015	office supplies		\$139.33
	346955-0		12/02/2015	envelopes, pens, binder clips, paper		\$105.25
	347426-0		12/04/2015	ink cartridges		\$93.64
	347083-0		12/03/2015	jumbo binder clips		\$2.41
	24573-0		12/01/2015	office chair		\$259.91
	9212370-0		12/04/2015	Binder, folders, file box		\$22.86
				1000 - General Fund	\$360.21	
				2210 - ISF - Stores Fund	\$201.30	
82396	12/11/2015	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$1,851.
	Invoice		Date	Description		Amount
	102015070		11/30/2015	October citation processing		\$1,851.86
82397	12/11/2015	Open			PUBLIC ENGINES INC.	\$597.
	Invoice		Date	Description		Amount
	22514		12/01/2015	Quarterly subscription renewal		\$597.00
82398	12/11/2015	Open			SANTA CRUZ COUNTY INFORMATION SERVICE:	\$521.
	Invoice		Date	Description		Amount
	11302015		11/30/2015	December open query service		\$521.99
82399	12/11/2015	Open			SANTA CRUZ FIRE EQUIPMENT CO.	\$189.
	Invoice		Date	Description		Amount
	94783		11/29/2015	Wharf fire equipment repairs/maintenance		\$189.60
				1000 - General Fund	(\$0.06)	
				1311 - Wharf Fund	\$189.66	
82400	12/11/2015	Open			SANTA CRUZ SENTINEL	\$729.
	Invoice		Date	Description		Amount
	stmt927520		11/30/2015	legal notice fees		\$729.33

Attachment: 12-11-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transacti Amoi
82401	12/11/2015	Open			SHERRI BETZ	\$3,075.
	Invoice		Date	Description		Amount
	Betz12072015		12/07/2015	Late Fall Instructor Payment 2015		\$3,003.00
	Betz120715		12/07/2015	Late Fall Instructor Payment 2015		\$72.80
82402	12/11/2015	Open			SPRING VALLEY WHOLESAL NURSERY	\$768.
	Invoice		Date	Description		Amount
	5649		12/02/2015	Trees for Pacific Cove parking lot		\$768.58
82403	12/11/2015	Open			SUMMIT UNIFORM CORP	\$702.
	Invoice		Date	Description		Amount
	27319		11/10/2015	Farotte uniform		\$314.29
	27320		11/10/2015	Sloma jacket, name tag, patch		\$388.24
82404	12/11/2015	Open			SUPPLYWORKS	\$1,550.
	Invoice		Date	Description		Amount
	1733345		12/04/2015	Cleaning supplies		\$1,550.54
82405	12/11/2015	Open			TERRY T. DOWELL	\$436.
	Invoice		Date	Description		Amount
	Dowell12072015		12/07/2015	Late Fall Instructor Payment 2015		\$436.50
82406	12/11/2015	Open			TIMES PUBLISHING GROUP	\$520.
	Invoice		Date	Description		Amount
	6705		11/17/2015	holiday gift guide 1/4 page ad 1321 - BIA - Capitola Village-Wharf BIA		\$520.00
82407	12/11/2015	Open			TRENISE POT	\$119.
	Invoice		Date	Description		Amount
	Pot12072015		12/08/2015	Late Fall Instructor Payment 2015		\$119.60
82408	12/11/2015	Open			Dolores Linville	\$500.
	Invoice		Date	Description		Amount
	15-094		12/09/2015	Tree Removal Permit #15-094 Refund		\$500.00
82409	12/11/2015	Open			Judith Lee Radcliffe	\$96.
	Invoice		Date	Description		Amount
	Radcliffe120415		12/04/2015	refund cite #166124990		\$96.00
Type Check Totals:						\$174,254

Attachment: 12-11-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/11/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals						
				Checks	Count: 59	Total: \$174,254.6
				EFTs	Count: 0	Total: \$0
				All	Count: 59	Total: \$174,254.6
WELLS - Payroll						
WELLS - Payroll Totals						
				Checks	Count: 12	Total: \$10,484.84
				EFTs	Count: 85	Total: \$134,323.2
				All	Count: 97	Total: \$144,808.1
Grand Totals:						
				Checks	Count: 71	Total: \$184,739.4
				EFTs	Count: 85	Total: \$134,323.2
				All	Count: 156	Total: \$319,062.7

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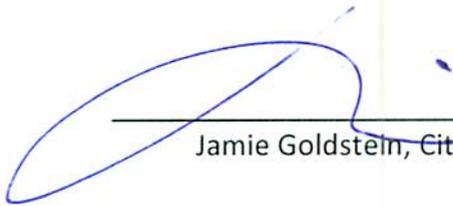
Accounts payable checks dated 12/18/15 and numbered 82410 to 82474, totaling \$657,874.53, plus 4 EFTs totaling \$77,450.70, for a total disbursement of \$735,325.23, have been reviewed and authorized for distribution by the City Manager.

As of 12/18/2015 the unaudited cash balance is \$4,039,953.58.

CASH POSITION - CITY OF CAPITOLA 12/18/15

	<u>Net Balance</u>
General Fund	\$67,676.63
Payroll Payables	\$68,538.26
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$79,870.00
Capital Improvement Fund	\$1,425,604.15
Stores Fund	\$17,024.58
Information Technology Fund	\$99,228.96
Equipment Replacement	\$113,605.99
Self Insurance Liability Fund	\$56,531.79
Worker's Comp. Ins. Fund	\$318,106.79
Compensated Absences Fund	(\$10,179.23)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,039,953.58</u></u>

The Emergency Reserve Fund Balance is \$1,049,205.54 (not included above).



Jamie Goldstein, City Manager

12/18/2015
Date

Attachment: 12-18-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82410	12/18/2015	Open			A TOOL SHED	\$120.00
	Invoice		Date	Description		Amount
	1090674-5		12/11/2015	Skid steer sweeper rental		\$120.00
82411	12/18/2015	Open			APTOS LANDSCAPE SUPPLY INC.	\$93.50
	Invoice		Date	Description		Amount
	409587		12/08/2015	Champagne fines		\$46.75
	409607		12/08/2015	Mini bark		\$46.75
82412	12/18/2015	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$10,065.50
	Invoice		Date	Description		Amount
	2633		09/30/2015	September traffic signal maintenance-Response		\$827.00
	2567		09/30/2015	September Traffic Signal Maintenance-Routine		\$616.00
	2709		10/31/2015	October Traffic Signal Maintenance-Response		\$969.50
	2656		10/31/2015	October Traffic Signal Maintenance-Routine		\$616.00
	2686		10/31/2015	Repair PED housing at 41st & Clares St.		\$1,196.00
	2807		11/30/2015	November 2015 Traffic Signal Maintenance-routine		\$616.00
	2798		11/30/2015	Traffic Signal Knockdown 41st & Capitola Mall		\$3,789.00
	2775		11/30/2015	2015 November TS Maintenance-Response 1310 - Gas Tax Fund		\$1,436.00
82413	12/18/2015	Open			BRINKS AWARDS & SIGNS	\$21.75
	Invoice		Date	Description		Amount
	76408		12/10/2015	Uli's retirement photo		\$21.75
82414	12/18/2015	Open			BRYAN T. KERKO	\$2,093.75
	Invoice		Date	Description		Amount
	2-9		11/18/2015	Aug-Oct 2015/Pac Cove Parking Lot deposition 1200 - Capital Improvement Fund		\$2,093.75
82415	12/18/2015	Open			CAPITOLA PEACE OFFICERS ASSOCI	\$1,596.50
	Invoice		Date	Description		Amount
	POA12112015		12/14/2015	POA dues PPE 12-05-2015 1001 - Payroll Payables		\$1,596.50
82416	12/18/2015	Open			COASTAL WATERSHED COUNCIL	\$5,409.08
	Invoice		Date	Description		Amount
	1450		11/30/2015	First Flush Monitoring Nov. 2015		\$3,191.50
	1448		12/14/2015	NPDES Public Education & Outreach 15/16		\$2,217.58
82417	12/18/2015	Open			CRITICAL REACH	\$285.00
	Invoice		Date	Description		Amount
	16-83		12/10/2015	Annual Critical Reach fee 2016		\$285.00
82418	12/18/2015	Open			CVS PHARMACY INC.	\$29.43
	Invoice		Date	Description		Amount
	121015		12/10/2015	General Supplies		\$29.43
82419	12/18/2015	Open			DONALD W ALLEY	\$8,648.64
	Invoice		Date	Description		Amount
	1215-01		12/14/2015	Fish & Wildlife Monitoring of Soquel Creek Year 2 of 3		\$8,648.64

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82420	12/18/2015	Open			ELEVATOR SERVICE COMPANY INC.	\$165.00
	Invoice		Date	Description	Amount	
	6218		12/01/2015	Elevator quarterly lube and inspection	\$165.00	
82421	12/18/2015	Open			EWING IRRIGATION	\$386.05
	Invoice		Date	Description	Amount	
	714496		12/02/2015	Fertilizer	\$157.96	
	724559		12/04/2015	Rake	\$46.23	
	729969		12/05/2015	Wattle - skate park	\$181.86	
82422	12/18/2015	Open			EXTREME TOWING	\$600.00
	Invoice		Date	Description	Amount	
	001879		12/05/2015	Towing service	\$400.00	
	001927		12/07/2015	Ford CSO-1 towed	\$200.00	
82423	12/18/2015	Open			FIRST ALARM SECURITY & PATROL II	\$65.40
	Invoice		Date	Description	Amount	
	500497		11/30/2015	Nov 2015 security services	\$65.40	
82424	12/18/2015	Open			FLYERS ENERGY LLC	\$1,398.11
	Invoice		Date	Description	Amount	
	15-176524		12/11/2015	330 gallon ethanol 91	\$967.18	
	15-176526		12/11/2015	165 gallons diesel	\$430.93	
82425	12/18/2015	Open			GLOBAL ENVIRONMENTAL PRODUCT	\$812.26
	Invoice		Date	Description	Amount	
	629204		12/09/2015	sweeper parts	\$812.26	
				1310 - Gas Tax Fund		
82426	12/18/2015	Open			GRANITE ROCK COMPANY	\$215.67
	Invoice		Date	Description	Amount	
	933077		12/05/2015	Fieldstone moss rock	\$215.67	

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82427	12/18/2015	Open			HOME DEPOT CREDIT SERVICES	\$902.54
	Invoice		Date	Description	Amount	
	5015474		11/05/2015	Plumbing supplies	\$24.19 ✓	
	3017030		11/17/2015	Roof supplies	\$28.17 ✓	
	3581248		11/17/2015	Painting supplies	\$14.30 ✓	
	2017167		11/18/2015	City Hall roof repairs	\$84.35 ✓	
	2017259		11/18/2015	City Hall roof repairs	\$63.67 ✓	
	1017367		11/19/2015	Irrigation supplies	\$6.80 ✓	
	1051538		11/19/2015	Plumbing supplies	\$45.82 ✓	
	1051559		11/19/2015	Plumbing supplies	\$2.54 ✓	
	3630996		11/17/2015	Hand cart	\$32.26 ✓	
	6055781		11/04/2015	Utility knife	\$14.04 ✓	
	0050012		11/10/2015	Caulking, blade	\$50.15 ✓	
	7016479		11/13/2015	Concrete	\$35.72 ✓	
	7573593		11/13/2015	Totes, brackets, hooks	\$59.28 ✓	
	0017470		11/20/2015	Cable ties	\$28.11	
	7567669		11/23/2015	Staple gun, tape for Xmas lights	\$19.85	
	6582262		11/24/2015	Pumice	\$8.09	
	0172279		11/30/2015	Pitch fork/ fertilizer spreader	\$74.62	
	3820641		11/17/2015	Cable ties	\$32.16 ✓	
	8125618		12/02/2015	Return hand cart	(\$32.26) ✓	
	6575233		11/24/2015	toggle switch, outlet, couplings, strap, braces	\$51.94 ✓	
	0567232		11/20/2015	outlets, strap, toggle switch, screws, conduit	\$35.03	
	1593687		11/19/2015	waterproofer, paint	\$163.78	
	6033290		12/04/2015	Caulking	\$18.61	
	7560763		12/03/2015	Caulking	\$14.51	
	1590283		12/09/2015	Glazing	\$5.93	
	0590364		12/10/2015	Window repair supplies	\$20.88	
82428	12/18/2015	Open			HYDROSCIENCE ENGINEERS INC.	\$5,550.25
	Invoice		Date	Description	Amount	
	331008002		12/07/2015	Soquel Creek Flume Rehabilitation Alternative Assess	\$3,555.25	
	331005005		12/14/2015	#14-175 502 Pine St. stormwater support services	\$1,995.00	
82429	12/18/2015	Open			ICMA RETIREMENT TRUST 457	\$5,235.01
	Invoice		Date	Description	Amount	
	ICMA12112015		12/14/2015	ICMA ppe 12-05-15 1001 - Payroll Payables	\$5,235.01	
82430	12/18/2015	Open			JAMES P ALLEN	\$1,215.00
	Invoice		Date	Description	Amount	
	120215		12/02/2015	Consulting Arborists Services-adjacent to 611 Rivervie	\$1,215.00	
82431	12/18/2015	Open			KINGS PAINT AND PAPER INC.	\$113.74
	Invoice		Date	Description	Amount	
	A0228671		12/10/2015	Library enclosure paint	\$113.74	
82432	12/18/2015	Open			MARIN CONSULTING ASSOCIATES	\$300.00
	Invoice		Date	Description	Amount	
	Moreno11212015		10/21/2015	Moreno POST - Assertive Supervision Course	\$300.00	

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82433	12/18/2015	Open			MICHAEL ARNONE	\$3,488.75
	Invoice		Date	Description		Amount
	201528-1		12/12/2015	Contract Services per rispin park plan 1200 - Capital Improvement Fund		\$3,488.75
82434	12/18/2015	Open			MOFFATT & NICHOL	\$1,661.50
	Invoice		Date	Description		Amount
	715101		12/16/2015	Condition Assessment of the Capitola Wharf 1311 - Wharf Fund		\$1,661.50
82435	12/18/2015	Open			NOR-CAL PIPELINE SERVICES	\$8,986.00
	Invoice		Date	Description		Amount
	416-CL-2		11/19/2015	New Brighton sewer/storm drain cleanout 1310 - Gas Tax Fund		\$8,986.00
82436	12/18/2015	Open			NORTH BAY FORD	\$58.44
	Invoice		Date	Description		Amount
	252010CM		11/19/2015	credit for core on invoice 252010		(\$100.00)
	305053		12/07/2015	Ford F150 maintenance		\$158.44
82437	12/18/2015	Open			ORCHARD SUPPLY HARDWARE	\$681.31
	Invoice		Date	Description		Amount
	6000-83529573		11/17/2015	Plumbing supplies		\$29.25 ✓
	6000-72507609		11/18/2015	Spike aerator		\$30.98 ✓
	6001-03523740		11/18/2015	Banner supplies		\$12.38 ✓
	6000-8299833		11/19/2015	Graffiti supplies		\$34.16 ✓
	6000-71987760		11/19/2015	Graffiti supplies		\$18.57 ✓
	6001-01173877		11/19/2015	Plumbing supplies		\$1.85 ✓
	6000-81980652		11/23/2015	Batteries, ant killer		\$40.66 ✓
	6001-1297682		11/24/2015	portable heater		\$61.98 ✓
	6000-81980648		11/23/2015	Plumbing supplies		\$6.18 ✓
	6001-11147468		11/23/2015	Staples and wire brush		\$29.88 ✓
	6000-81980730		11/23/2015	Lights		\$21.05 ✓
	6001-25591568		11/23/2015	Lights		\$31.58 ✓
	6001-1297621		11/24/2015	Painting supplies		\$56.13 ✓
	6001-1297623		11/24/2015	Caulking		\$7.74 ✓
	6001-09874685		11/25/2015	Paint		\$14.84 ✓
	6001-03525629		11/30/2015	Flashlight		\$30.98 ✓
	6001-21442417		11/30/2015	Batteries		\$16.52 ✓
	104695		11/25/2015	galvanized fittings		\$34.03 ✓
	122622		12/01/2015	Batteries		\$16.52 ✓
	105989		12/02/2015	Dowel		\$5.97 ✓
	106059		12/02/2015	Spray paint		\$9.90 ✓
	070866		12/03/2015	Light bulbs		\$52.66 ✓
	071993		12/07/2015	Soquel Creek sign hardware		\$25.28 ✓
	084615		12/10/2015	Dust pan		\$4.64 ✓
	084677		12/10/2015	Keys		\$15.33 ✓
	073615		12/15/2015	Tape measure, cats paw, sawzall blades		\$72.25 ✓
				1000 - General Fund		\$666.47
				1311 - Wharf Fund		\$14.84

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82438	12/18/2015	Open			OSUNA AUTO ELECTRIC & SMALL EN	\$32.69
	Invoice		Date	Description		Amount
	14242		12/09/2015	200amp breaker		\$32.69
82439	12/18/2015	Open			PALACE OFFICE SUPPLIES	\$65.25
	Invoice		Date	Description		Amount
	348270-0		12/10/2015	tissues		\$62.22
	347243-0		12/09/2015	Office supplies		\$3.03
82440	12/18/2015	Open			PHIL ALLEGRI ELECTRIC INC.	\$2,300.00
	Invoice		Date	Description		Amount
	20574		12/08/2015	Corp. yard security lights		\$2,300.00
82441	12/18/2015	Open			PITNEY BOWES INC.	\$208.99
	Invoice		Date	Description		Amount
	121515		12/15/2015	Postage meter refill		\$208.99
82442	12/18/2015	Open			PROFORCE LAW ENFORCEMENT	\$10,743.62
	Invoice		Date	Description		Amount
	254462		11/09/2015	Tasers (9)		\$10,743.62
				1300 - SLESF - Supplemental Law Enforce		
82443	12/18/2015	Open			REGIONAL WATER MANAGEMENT FC	\$5,000.00
	Invoice		Date	Description		Amount
	2015-16IRWM-CS		12/03/2015	2015-16 IRWM Coordination & Support Services		\$5,000.00
82444	12/18/2015	Open			SAFETY STRIPING SERVICE INC.	\$20,154.80
	Invoice		Date	Description		Amount
	716046		11/24/2015	Citywide Street Striping Services		\$20,154.80
				1310 - Gas Tax Fund		
82445	12/18/2015	Open			SANTA CRUZ COUNTY ANIMAL SHEL1	\$226.00
	Invoice		Date	Description		Amount
	4120		11/02/2015	Quarterly animal services charges		\$226.00
82446	12/18/2015	Open			SANTA CRUZ REGIONAL 911	\$98,976.50
	Invoice		Date	Description		Amount
	2015-3rd		12/15/2015	Regional 911 quarterly services		\$91,659.75
	SCRMS-3rd		12/15/2015	Regional 911 SCRMS quarterly charges		\$7,316.75
82447	12/18/2015	Open			SOQUEL CREEK ANIMAL HOSPITAL	\$923.44
	Invoice		Date	Description		Amount
	38769		12/09/2015	K9 animal hospital services		\$923.44
82448	12/18/2015	Open			SUMMIT UNIFORM CORP	\$5,096.02
	Invoice		Date	Description		Amount
	28071		12/08/2015	Yeung uniform		\$868.91
	27813		11/30/2015	rain jackets (13)		\$4,227.11
				1000 - General Fund		\$868.91
				1300 - SLESF - Supplemental Law Enforce		\$4,227.11

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82449	12/18/2015	Open			T&T PAVEMENT MARKINGS	\$66.21
	Invoice		Date	Description		Amount
	2015977		12/15/2015	No Posting signs 1310 - Gas Tax Fund		\$66.21
82450	12/18/2015	Open			THE DAVEY TREE EXPERT COMPANY	\$1,400.00
	Invoice		Date	Description		Amount
	909656930		12/07/2015	Palm pruning and debris haul away		\$1,400.00
82451	12/18/2015	Open			THE SKYLIGHT PLACE INC.	\$435.38
	Invoice		Date	Description		Amount
	4103A		12/08/2015	Plexi-glass		\$130.50
	4148A		12/10/2015	Glass - Museum		\$19.41
	4061A		12/04/2015	Plexi-glass		\$285.47
82452	12/18/2015	Open			ULINE	\$651.25
	Invoice		Date	Description		Amount
	72609403		11/30/2015	OTS supplies		\$651.25
82453	12/18/2015	Open			US BANK PARS	\$137.97
	Invoice		Date	Description		Amount
	PARS12112015		12/14/2015	PARS ppe 12-05-2015 1001 - Payroll Payables		\$137.97
82454	12/18/2015	Open			WESTERN EXTERMINATOR COMPAN'	\$104.00
	Invoice		Date	Description		Amount
	3704805		11/30/2015	City Hall pest control		\$52.00
	3697847		11/30/2015	Turnout pest control		\$52.00
82455	12/18/2015	Open			WHITSON AND ASSOCIATES INC	\$1,897.00
	Invoice		Date	Description		Amount
	16629		12/07/2015	#15-068 Construction Staking Services for Monterey S		\$1,897.00
82456	12/18/2015	Open			ZAP MANUFACTURING INC.	\$341.43
	Invoice		Date	Description		Amount
	44567		12/06/2015	Traffic signs 1310 - Gas Tax Fund		\$341.43
82457	12/18/2015	Open			Frank or Linda Gonzales	\$96.00
	Invoice		Date	Description		Amount
	Gonzales12112015		12/11/2015	Refunds - PD		\$96.00
82458	12/18/2015	Open			Mark & Tracy Christensen	\$36.00
	Invoice		Date	Description		Amount
	Christens121115		12/11/2015	Refund cite 155123520		\$36.00
82459	12/18/2015	Open			Sharlet Ramento	\$36.00
	Invoice		Date	Description		Amount
	Ramento12112015		12/11/2015	Refund cite 166124287		\$36.00

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City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82460	12/18/2015	Open			AT&T	\$9.23
	Invoice		Date	Description		Amount
	ATTdec2015		12/01/2015	December monthly charges		\$4.70
	ATTdec2015PD		12/01/2015	December monthly charges		\$4.53
				1000 - General Fund	\$4.53	
				2211 - ISF - Information Technology	\$4.70	
82461	12/18/2015	Open			CERTIFIED FOLDER DISPLAY SERVIC	\$2,614.13
	Invoice		Date	Description		Amount
	509004		12/09/2015	BIA advertising		\$2,614.13
				1321 - BIA - Capitola Village-Wharf BIA		
82462	12/18/2015	Open			COMMUNITY PRINTERS	\$439.99
	Invoice		Date	Description		Amount
	13767011		10/12/2015	Posters, flyers, postcards, signs		\$439.99
82463	12/18/2015	Open			DEDE HARRINGTON	\$162.25
	Invoice		Date	Description		Amount
	harrington120815		12/09/2015	chairs, tables rental for village event		\$162.25
				1321 - BIA - Capitola Village-Wharf BIA		
82464	12/18/2015	Open			LEAGUE OF CALIFORNIA CITIES Mont	\$40.00
	Invoice		Date	Description		Amount
	LOCCJan2016		12/17/2015	League of cities short-term rentals conference		\$40.00
82465	12/18/2015	Open			MILLER'S TRANSFER & STORAGE CO	\$166.80
	Invoice		Date	Description		Amount
	87344		12/06/2015	monthly record storage Dec 2015		\$166.80
82466	12/18/2015	Open			MONTEREY BAY AREA SELF INSURAI ✓	\$426,826.50 ✓
	Invoice		Date	Description		Amount
	160101-1		01/01/2016	Workers Comp and Liability Insurance FY15/16		\$426,826.50
				2213-1000.000 (Cash Operating)	\$137,821.50	
				2214-1000.000 (Cash Operating)	\$289,005.00	
82467	12/18/2015	Open			PALACE OFFICE SUPPLIES	\$204.61
	Invoice		Date	Description		Amount
	348795-0		12/15/2015	Batteries		\$45.78
	348591-0		12/14/2015	Ticket book, batteries, paper, labels		\$158.83
				2210 - ISF - Stores Fund		
82468	12/18/2015	Open			PERRY, FRANK	\$280.97
	Invoice		Date	Description		Amount
	Perry12032015		12/03/2015	museum items reimbursement		\$280.97
82469	12/18/2015	Open			RR DONNELLEY	\$103.64
	Invoice		Date	Description		Amount
	998466888		12/04/2015	ACA year end forms and envelopes		\$103.64

Attachment: 12-18-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Payee Name	Transaction Amount
82470	12/18/2015	Open			SANTA CRUZ COUNTY AUDITOR-CON	\$7,695.50
	Invoice		Date	Description		Amount
	SCCACNov2015		11/30/2015	November citation charges		\$7,695.50
82471	12/18/2015	Open			STEPFORD INC	\$5,077.50
	Invoice		Date	Description		Amount
	1502100		11/20/2015	October tech support hours over contract		\$77.50
	1502132		11/20/2015	Tech Support monthly service charges Jan 2016		\$5,000.00
				2211 - ISF - Information Technology		
82472	12/18/2015	Open			T MOBILE	\$3,139.63
	Invoice		Date	Description		Amount
	TmobileNov2015		11/30/2015	November 2015 cell phone service		\$3,139.63
82473	12/18/2015	Open			US BANCORP EQUIPMENT FINANCE I	\$1,905.72
	Invoice		Date	Description		Amount
	291155406		11/28/2015	copier contract payments		\$899.74
	293278537		11/30/2015	Monthly copier contract payments Nov 2015		\$1,005.98
				1000 - General Fund	\$1,202.42	
				2211 - ISF - Information Technology	\$703.30	
82474	12/18/2015	Open			Jacques Bertrand	\$81.33
	Invoice		Date	Description		Amount
	Bertrand10022015		10/02/2015	League of Cities Annual Meeting Reimbursement		\$81.33
Type Check Totals:						\$657,874.53
<u>EFT</u>						
203	12/14/2015	Open			STATE DISBURSEMENT UNIT	\$1,420.15
	Invoice		Date	Description		Amount
	SDU12112015		12/14/2015	Garnishment PPE12-05-15		\$1,420.15
				1001 - Payroll Payables		
204	12/14/2015	Open			CalPERS Member Services Division	\$46,051.44
	Invoice		Date	Description		Amount
	PERS12112015		12/14/2015	PERS member contributions PPE 12-05-15		\$46,051.44
				1000 - General Fund	(\$0.14)	
				1001 - Payroll Payables	\$46,051.58	
205	12/14/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,016.91
	Invoice		Date	Description		Amount
	EDD12112015		12/14/2015	State Tax Deposit 12-05-2015		\$6,016.91
				1001 - Payroll Payables		
206	12/14/2015	Open			INTERNAL REVENUE SERVICE	\$23,962.20
	Invoice		Date	Description		Amount
	IRS12112015		12/14/2015	Federal tax deposit PPE 12-05-2015		\$23,962.20
				1001 - Payroll Payables		
Type EFT Totals:						\$77,450.70

Attachment: 12-18-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/18/2015

Number	Date	Status	Void Reason	Reconciled/ Volded Date	Payee Name	Transaction Amount
CITY - Main City Totals						
Checks				Count: 65		Total: \$657,874.53
EFTs				Count: 4		Total: \$77,450.70
All				Count: 69		Total: \$735,325.23

Attachment: 12-18-15 City Check Register (1281 : Approval of City Check Registers)

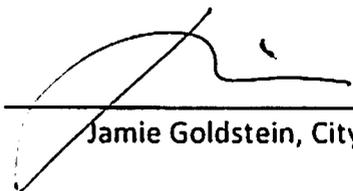
Accounts payable checks dated 12/25/15 and numbered 82475 to 82477, totaling \$51,236.97, plus 1 EFT totaling \$135.00, plus 10 payroll checks and 81 payroll EFTs totaling \$152,215.24 for a total disbursement of \$203,587.21, have been reviewed and authorized for distribution by the City Manager.

As of 12/25/2015 the unaudited cash balance is \$4,031,674.08.

CASH POSITION - CITY OF CAPITOLA 12/25/15

	<u>Net Balance</u>
General Fund	\$504,765.72
Payroll Payables	\$61,568.78
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$79,870.00
Capital Improvement Fund	\$1,420,021.65
Stores Fund	\$16,819.97
Information Technology Fund	\$93,443.46
Equipment Replacement	\$113,605.99
Self-Insurance Liability Fund	(\$81,289.71)
Worker's Comp. Ins. Fund	\$29,101.79
Compensated Absences Fund	(\$10,179.23)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,031,674.08</u></u>

The Emergency Reserve Fund Balance is \$1,049,205.54 (not included above).



 Jamie Goldstein, City Manager

12/28/2015
 Date

Attachment: 12-25-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/22/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amour
82475	12/22/2015	Open			ATCHISON BARISONE & CONDOTTI	\$22,775.8
	Invoice		Date	Description		Amount
	ABC&K11302015		11/30/2015	November legal services		\$22,775.82
82476	12/22/2015	Open			PACIFIC GAS & ELECTRIC	\$14,200.6
	Invoice		Date	Description		Amount
	PGEDec2015acct9		12/12/2015	Monthly utilities		\$13,520.47
	PGEdec2015acct5		12/12/2015	Pac cove parking lot utilities		\$676.63
	PGEdec2015acct0		12/12/2015	Wharf Road Rispin Mansion utilities		\$3.58
				1000 - General Fund	\$7,421.73	
				1300 - SLESF - Supplemental Law Enforce	\$219.35	
				1310 - Gas Tax Fund	\$4,696.12	
				1311 - Wharf Fund	\$1,863.48	
82477	12/22/2015	Open			WELLS FARGO BANK	\$14,260.4
	Vendor		Date	Description		Amount
	Nob Hill		12/02/2015	Food for Plein Air event		\$515.87
	Print Smith			Printing General Plan/Climate Action Plan		\$912.56
	Dell			Server		\$2,691.84
	Dell			Server		\$2,008.96
	League of CA Cities			City Manager's meeting		\$650.00
	Southwest			Dally training		\$501.96
	Camping World			2 Honda generators (DUI enforcement)		\$1,567.08
	Southwest			Sloma training		\$501.96
	Galls			Safety equipment for DUI trailer		\$505.54
				remaining Nov 2015 credit card charges		\$4,404.70
				1000 - General Fund	\$7,802.96	
				1313 - General Plan Update and Maint	\$938.56	
				2210 - ISF - Stores Fund	\$24.95	
				2211 - ISF - Information Technology	\$5,494.00	
Type Check Totals:						\$51,236.97
EFT						
202	12/25/2015	Open			DISCOVERY BENEFITS	\$135.00
	Invoice		Date	Description		Amount
	595610-IN		11/30/2015	November COBRA, FSA fees		\$135.00
				1001 Payroll Payables		
Type EFT Totals:						\$135.00
CITY - Main City Totals						
Checks				Count: 3		Total: \$51,236.97
EFTs				Count: 1		Total: \$135.00
All				Count: 4		Total: \$51,371.97
WELLS - Pavroll Totals						
Checks				Count: 10		Total: \$8,934.31
EFTs				Count: 81		Total: \$143,280.93
All				Count: 91		Total: \$152,215.24
Grand Totals:						
Checks				Count: 13		Total: \$60,171.28
EFTs				Count: 82		Total: \$143,415.93
All				Count: 95		Total: \$203,587.21

Attachment: 12-25-15 City Check Register (1281 : Approval of City Check Registers)

Accounts payable checks dated 12/31/15 and numbered 82478 to 82545, totaling \$106,089.39, plus 5 EFT totaling \$144,761.79, for a total disbursement of \$250,851.18, have been reviewed and authorized for distribution by the City Manager.

As of 12/31/2015 the unaudited cash balance is \$4,653,487.08.

CASH POSITION - CITY OF CAPITOLA 12/31/15

	<u>Net Balance</u>
General Fund	\$33,546.62
Payroll Payables	\$39,714.83
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,920,021.65
Stores Fund	\$25,545.02
Information Technology Fund	\$142,279.46
Equipment Replacement	\$153,605.99
Self Insurance Liability Fund	\$54,835.29
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$55,070.77
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,653,487.08</u></u>

The Emergency Reserve Fund Balance is \$1,049,205.54 (not included above).



Jamie Goldstein, City Manager

12/31/2015
Date

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Trans A	Amount
82478	12/28/2015	Open			SUMMIT UNIFORMS	\$5,	12
	Invoice		Date	Description			Amount
	28071		12/08/2015	Yeung uniform			\$868.91
	27813		11/30/2015	rain jackets (13)			\$4,227.11
				1000 - General Fund			\$868.91
				1300 - SLESF - Supplemental Law Enforce			\$4,227.11
82479	12/29/2015	Open			JESSE BEER PHOTOGRAPHY		0
	Licensee Type			Licensee Number		Transaction Type	
	Business			2861		Pre-Payment	
82480	12/31/2015	Open			ACCELA INC	\$1,	10
	Invoice		Date	Description			Amount
	INV-ACC16401		12/01/2015	Legislative management software			\$1,080.00
				2211 - ISF - Information Technology			
82481	12/31/2015	Open			AFLAC	\$1,	8
	Invoice		Date	Description			Amount
	261303		12/31/2015	AFLAC DEC 2015			\$1,108.18
				1001 - Payroll Payables			
82482	12/31/2015	Open			ALLSAFE LOCK COMPANY	\$	6
	Invoice		Date	Description			Amount
	47847		12/16/2015	Padlocks			\$17.32
	47845		12/14/2015	Door lever			\$102.84
82483	12/31/2015	Open			AMY FERRASCI-HARP	\$1,	0
	Invoice		Date	Description			Amount
	54		12/04/2015	BIA public realations and holiday event			\$1,595.00
				1321 - BIA - Capitola Village-Wharf BIA			
82484	12/31/2015	Open			ANDERSON BRULE ARCHITECTS INC.	\$2,	0
	Invoice		Date	Description			Amount
	14.1202.2-2		12/09/2015	library community workshop, graphic design			\$2,500.00
82485	12/31/2015	Open			ANDREW DALLY	\$	2
	Invoice		Date	Description			Amount
	Dally12082015		12/22/2015	SBSLI - training in San Diego			\$172.82
82486	12/31/2015	Open			APTOS LANDSCAPE SUPPLY INC.	\$	7
	Invoice		Date	Description			Amount
	409988		12/16/2015	Sonoma fieldstone			\$48.67
82487	12/31/2015	Open			ARCADIA PUBLISHING COMPANY	\$	9
	Invoice		Date	Description			Amount
	20674736		12/10/2015	Capitola museum books			\$253.49

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transac Amc
82488	12/31/2015	Open			AT&T/CALNET 2	\$1,851
	Invoice		Date	Description		Amount
	7430074		12/22/2015	Monthly Telephone Service & T-1 Access		\$1,852.16
				1000 - General Fund		\$1,536.63
				2211 - ISF - Information Technology		\$315.53
82489	12/31/2015	Open			AUTOMATION TEST ASSOCIATES	\$21
	Invoice		Date	Description		Amount
	43125		12/22/2015	Wharf meter reading		\$25.00
				1311 - Wharf Fund		
82490	12/31/2015	Open			B & B SMALL ENGINE REPAIR	\$171
	Invoice		Date	Description		Amount
	339973		12/21/2015	Stihl blower repair #502901982		\$179.25
82491	12/31/2015	Open			BANK OF AMERICA	\$11
	Invoice		Date	Description		Amount
	12099787		12/15/2015	Analysis charge Nov 2015		\$16.00
82492	12/31/2015	Open			CalChamber	\$181
	Invoice		Date	Description		Amount
	10955307		12/14/2015	2016 Employment posters (4)		\$188.76
				2210 - ISF - Stores Fund		
82493	12/31/2015	Open			CALE AMERICA INC.	\$51
	Invoice		Date	Description		Amount
	138770		12/16/2015	Vault key		\$58.60
82494	12/31/2015	Open			CALIFORNIA COAST UNIFORM COMPANY	\$84
	Invoice		Date	Description		Amount
	4627		11/16/2015	Blankenship uniform items		\$43.28
	4601		11/03/2015	Sandretti uniform items		\$295.69
	4603		11/03/2015	Vazquez uniform items		\$46.65
	4597		11/02/2015	Held uniform items		\$431.42
	4605		11/04/2015	Name plate cadet Sherin		\$24.96
82495	12/31/2015	Open			CALIFORNIA LAW ENFORCEMENT ASSOCIATION	\$51
	Invoice		Date	Description		Amount
	CLEA1221015		01/01/2016	Jan POA Long Term Disability		\$514.50
				1001 - Payroll Payables		
82496	12/31/2015	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,591
	Invoice		Date	Description		Amount
	POA12252015		12/25/2015	POA Dues PPE 12-19-15		\$1,596.50
				1001 - Payroll Payables		
82497	12/31/2015	Open			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$331
	Invoice		Date	Description		Amount
	1919		01/01/2016	Chamber membership		\$330.00
82498	12/31/2015	Open			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$501

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transac Amt
	Invoice 2237		Date 12/07/2015	Description November meetings televised		Amount \$500.00
82499	12/31/2015	Open			CRESTOR INC.	\$34
	Invoice R215976		Date 12/01/2015	Description Custom Bronze Plaque - Reed, King		Amount \$345.32
82500	12/31/2015	Open			CRYSTAL SPRINGS WATER CO.	\$17
	Invoice CSW11302015		Date 11/30/2015	Description Monthly Drinking Water		Amount \$171.75
82501	12/31/2015	Open			EMERGENCY VEHICLE SPECIALISTS INC	\$17
	Invoice 4892		Date 12/17/2015	Description Data 911 glove box mount for 2016 Ford 1300 - SLESF - Supplemental Law Enforce		Amount \$174.25
82502	12/31/2015	Open			EVANS, KRAIG	\$24
	Invoice Evans12172015		Date 12/17/2015	Description Training		Amount \$94.00
	Evans12102015		Date 12/10/2015	Description training reimbursement		Amount \$152.82
82503	12/31/2015	Open			EWING IRRIGATION	\$27
	Invoice 753377		Date 12/11/2015	Description Irrigation supplies		Amount \$260.64
	769022		Date 12/16/2015	Description Irrigation supplies		Amount \$11.91
82504	12/31/2015	Open			FEDERAL EXPRESS	\$8
	Invoice 5-259-53188		Date 12/18/2015	Description shipping to John Lee and Wells Fargo 2210 - ISF - Stores Fund		Amount \$84.24
82505	12/31/2015	Open			FIRST ALARM SECURITY & PATROL INC.	\$22
	Invoice 885164		Date 12/15/2015	Description Quarterly first alarm services		Amount \$225.39
82506	12/31/2015	Open			FLYERS ENERGY LLC	\$1,25
	Invoice 15-180485		Date 12/18/2015	Description 356 gallons ethanol		Amount \$1,006.72
	15180495		Date 12/18/2015	Description 100 gallon diesel		Amount \$250.17
82507	12/31/2015	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$3,37
	Invoice 629360		Date 12/17/2015	Description shaft assembly -gutter broom		Amount \$964.48
	629374		Date 12/18/2015	Description sweeper bracket, nuts, bushing, sleeve		Amount \$302.43
	629253		Date 12/11/2015	Description silicone hoses and radiator 1310 - Gas Tax Fund		Amount \$2,112.09
82508	12/31/2015	Open			GOLDFARB & LIPMAN LLP	\$95
	Invoice 117949		Date 12/15/2015	Description non-housing attorney fees		Amount \$952.00
82509	12/31/2015	Open			ICMA RETIREMENT TRUST 457	\$4,83
	Invoice ICMA12252015		Date 12/25/2015	Description ICMA contributions PPE 12-19-2015 1001 - Payroll Payables		Amount \$4,835.01

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City of Capitola

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transac Amt
82510	12/31/2015	Open			KBA Docusys Inc.	\$41
	Invoice		Date	Description		Amount
	INV390628		12/01/2015	Recreation monthly copier charges		\$33.43
	INV390627		12/01/2015	November copier overage charges		\$377.83
				1000 - General Fund		\$33.43
				2211 - ISF - Information Technology		\$377.83
82511	12/31/2015	Open			KING'S CLEANERS	\$431
	Invoice		Date	Description		Amount
	Kings12192015		12/19/2015	uniform cleaning services		\$439.25
82512	12/31/2015	Open			KINGS PAINT AND PAPER INC.	\$181
	Invoice		Date	Description		Amount
	A0229047		12/21/2015	Paint		\$180.29
82513	12/31/2015	Open			LIUNA PENSION FUND	\$741
	Invoice		Date	Description		Amount
	LIUNA12292015		12/29/2015	LIUNA Pension Dues DEC 2015		\$748.80
				1001 - Payroll Payables		
82514	12/31/2015	Open			LLOYDS TIRE SERVICE	\$551
	Invoice		Date	Description		Amount
	296663		12/24/2015	ball joints, labor, alignment for 2007 Ford Crown Vic		\$531.86
	296437		12/22/2015	flat tire repair		\$25.00
82515	12/31/2015	Open			MAR-KEN K-9 TRAINING CENTER	\$481
	Invoice		Date	Description		Amount
	0994-15		12/16/2015	December 2015 training		\$480.00
82516	12/31/2015	Open			MID COUNTY AUTO SUPPLY	\$851
	Invoice		Date	Description		Amount
	445275		12/02/2015	halogen light		\$23.82
	446114		12/09/2015	serpentine belt for Ford Ranger		\$38.82
	446191		12/10/2015	Ford ranger pulleys		\$45.58
	445857		12/08/2015	Relays (2)		\$24.47
	445879		12/08/2015	shrink tubing, wire		\$26.78
	446092		12/09/2015	halogen lights (6)		\$67.86
	446772		12/16/2015	Chipper gas cap		\$9.02
	447432		12/22/2015	repair manual		\$24.85
	447434		12/22/2015	ignition coil assembly		\$139.10
	447764		12/28/2015	fasteners		\$11.39
	447213		12/21/2015	Beam wiper blade		\$55.73
	447400		12/22/2015	Air filter		\$29.98
	446875		12/17/2015	adapters		\$8.60
	447394		12/22/2015	window fluid, distilled water, light bulbs, wiper blades		\$257.34
	446825		12/16/2015	misc auto parts		\$88.49

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transa Am
82517	12/31/2015	Open			MISSION LINEN SUPPLY	\$50
	Invoice		Date	Description		Amount
	501379208		11/25/2015	mat cleaning service		\$43.50
	501427377		12/02/2015	linen service		\$30.46
	501427363		12/02/2015	Rug services		\$60.87
	501469954		12/09/2015	linen service, shoip towels		\$30.46
	501469955		12/09/2015	Linen service		\$87.61
	501427378		12/02/2015	Linen service		\$66.23
	501514920		12/16/2015	Linen service		\$66.23
	501560910		12/23/2015	Linen service		\$87.61
	501514919		12/16/2015	linen service		\$30.46
82518	12/31/2015	Open			NATIVE REVIVAL NURSERY	\$4
	Invoice		Date	Description		Amount
	43174		12/16/2015	Plants		\$47.57
82519	12/31/2015	Open			NEOGOV	\$1,64
	Invoice		Date	Description		Amount
	INV16610		12/03/2015	Performance evaluation software license 2211 - ISF - Information Technology		\$1,645.00
82520	12/31/2015	Open			NORTH BAY FORD	\$29
	Invoice		Date	Description		Amount
	305224		12/14/2015	wiper repair, ABS light troubleshoot		\$293.73
82521	12/31/2015	Open			OLIVE SPRINGS QUARRY INC.	\$19
	Invoice		Date	Description		Amount
	101698		12/14/2015	Monterey Ave. asphalt, oil		\$161.83
	101699		12/14/2015	road repairs 1310 - Gas Tax Fund		\$33.42
82522	12/31/2015	Open			PALACE OFFICE SUPPLIES	\$68
	Invoice		Date	Description		Amount
	349066-0		12/16/2015	Office supplies		\$21.30
	349766-0		12/22/2015	office supplies		\$170.43
	349820-0		12/23/2015	office supplies		\$32.14
	9219184		12/17/2015	Calendar		\$29.29
	9221676-0		12/21/2015	Memory cards		\$141.10
	348951-0		12/17/2015	name plate		\$12.29
	24621-0		12/28/2015	key board tray, arm and install 1000 - General Fund		\$281.23 \$394.26
				2210 - ISF - Stores Fund		\$293.52
82523	12/31/2015	Open			PRAXAIR DISTRIBUTION INC.	\$11
	Invoice		Date	Description		Amount
	54469473		12/20/2015	high pressure acetylene		\$113.25
82524	12/31/2015	Open			ROBERT SEELEY & ASSOCIATES	\$72
	Invoice		Date	Description		Amount
	2015-029		12/16/2015	Admin & parking citation hearings (18)		\$720.00

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City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transac Am
82525	12/31/2015	Open			ROGERS ANDERSON MALODY & SCOTT LLP	\$15.50
	Invoice		Date	Description		Amount
	45799		11/30/2015	Progress billing FY14-15 Audit		\$15,500.00
82526	12/31/2015	Open			SAFE KIDS	\$5
	Invoice		Date	Description		Amount
	SK2016		12/21/2015	Hernandez Tech re-certification		\$50.00
82527	12/31/2015	Open			SAN LORENZO LUMBER	\$1,33
	Invoice		Date	Description		Amount
	57-0028699		12/03/2015	Corp Yard door		\$258.47
	55-0134015		12/07/2015	wood for library wall		\$669.85
	55-0134022		12/07/2015	Hasp and caulking		\$46.71
	55-0134479		12/08/2015	Wood		\$26.27
	55-0134654		12/09/2015	Framing saw, tape, lumber		\$224.83
	55-0135944		12/14/2015	wood		\$78.58
	55-0136283		12/15/2015	2x6 lumber		\$33.86
82528	12/31/2015	Open			SANTA CLARA COUNTY OFFICE OF THE SHERIFF	\$30
	Invoice		Date	Description		Amount
	1800050334		12/15/2015	2015 annual COPLINK		\$302.11
82529	12/31/2015	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$89
	Invoice		Date	Description		Amount
	SCMU12212015		12/21/2015	Monthly water service for medians		\$891.39
82530	12/31/2015	Open			SERVPRO OF SANTA CRUZ	\$29
	Invoice		Date	Description		Amount
	3992		12/10/2015	vehicle cleaning		\$147.03
	3898		12/15/2015	vehicle cleaning		\$147.29
82531	12/31/2015	Open			SPECTRUM BUSINESS	\$2,54
	Invoice		Date	Description		Amount
	SB12192015		12/19/2015	Monthly internet service		\$2,540.87
				1000 - General Fund		\$1,139.39
				2211 - ISF - Information Technology		\$1,401.48
82532	12/31/2015	Open			STAPLES ADVANTAGE	\$8
	Invoice		Date	Description		Amount
	8037074866		12/05/2015	office supplies		\$87.55
82533	12/31/2015	Open			SUMMIT UNIFORMS	\$9
	Invoice		Date	Description		Amount
	28226		12/15/2015	Wool shirt		\$96.79
82534	12/31/2015	Open			T MOBILE	\$6,60
	Invoice		Date	Description		Amount
	TM12132015		12/13/2015	Oct and Dec 2015 Monthly cell phone usage		\$6,601.88
82535	12/31/2015	Open			T&T PAVEMENT MARKINGS	\$46
	Invoice		Date	Description		Amount
	20151001		12/23/2015	Signs		\$462.57
				1310 - Gas Tax Fund		

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transac Am
82536	12/31/2015	Open			THE WESTGATE HOTEL	\$37
	Invoice		Date	Description		Amount
	Dally12172015		12/17/2015	Travel expenses for Dally		\$371.25
82537	12/31/2015	Open			THIRD DEGREE COMMUNICATIONS INC.	\$22
	Invoice		Date	Description		Amount
	4742		12/17/2015	Response tactics training		\$225.00
82538	12/31/2015	Open			UNITED PARCEL SERVICE	\$2
	Invoice		Date	Description		Amount
	954791505		12/12/2015	shipping		\$29.57
82539	12/31/2015	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$5
	Invoice		Date	Description		Amount
	UW12252015		12/25/2015	United Way Contribution PPE 12-19-2015 1001 - Payroll Payables		\$50.00
82540	12/31/2015	Open			UPEC LIUNA LOCAL 792	\$1.27
	Invoice		Date	Description		Amount
	UPEC12252015		12/25/2015	UPEC Dues PPE 12-19-15 1001 - Payroll Payables		\$1,275.00
82541	12/31/2015	Open			US BANK PARS	\$12
	Invoice		Date	Description		Amount
	PARS12252015		12/25/2015	PARS ppe 12-19-15 1001 - Payroll Payables		\$124.31
82542	12/31/2015	Open			WELLS FARGO BANK	\$37.71
	Invoice		Date	Description		Amount
	WFBNA-FY15-16		12/22/2015	Interest on POB 1410 - Pension Obligation Bond		\$37,712.74
82543	12/31/2015	Open			ZEE MEDICAL SERVICE CO.	\$11
	Invoice		Date	Description		Amount
	6643277		12/14/2015	medical supplies		\$117.34
82544	12/31/2015	Open			City of Monterey	\$3
	Invoice		Date	Description		Amount
	COM12182015		12/18/2015	Monterey Bay Area City Managers' Group luncheon		\$30.00
82545	12/31/2015	Open			San Diego Miramar College-Accounting Office	\$4
	Invoice		Date	Description		Amount
	15161		11/16/2015	Weagle Training		\$46.00
Type Check Totals:						\$106.08

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)

City Checks Issued 12/31/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transa Am
EFT						
207	12/29/2015	Open			CalPERS Member Services Division	\$46,291.83
	Invoice		Date	Description		Amount
	PERS12252015		12/29/2015	PERS contributions 12/24/15 pay day		\$46,291.83
				1000 - General Fund		(\$0.12)
				1001 - Payroll Payables		\$46,291.95
208	12/29/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6.62
	Invoice		Date	Description		Amount
	EDD12252015		12/29/2015	State Tax PPE 12-19-2015		\$6,622.03
209	12/29/2015	Open			INTERNAL REVENUE SERVICE	\$25,129.66
	Invoice		Date	Description		Amount
	IRS12252015		12/29/2015	Federal Tax PPE 12-19-2015		\$25,129.66
210	12/28/2015	Open			STATE DISBURSEMENT UNIT	\$1,420.15
	Invoice		Date	Description		Amount
	SDU12252015		12/28/2015	Garnishments PPE12-19-15		\$1,420.15
211	12/29/2015	Open			CalPERS Health Insurance	\$65,298.12
	Invoice		Date	Description		Amount
	PERS12142015		12/29/2015	January health insurance		\$65,298.12
				1000 - General Fund		\$2,751.42
				1001 - Payroll Payables		\$62,546.70
Type EFT Totals:						\$144,761.00
CITY - Main City Totals						
				Count:	Total:	
Checks				68	\$106,089.00	
EFTs				5	\$144,761.00	
All				73	\$250,850.00	

Attachment: 12-31-15 City Check Register (1281 : Approval of City Check Registers)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Capitola Police Department

SUBJECT: Set a Hearing Date to Consider an Appeal of a Police Department Denial for a 2016 Surf School Permit

RECOMMENDED ACTION: That the City Council set a hearing for Thursday, February 11, 2016 to consider an appeal by Capitola Surf and Paddle regarding the Police Department's denial of their 2016 Surf School Permit.

BACKGROUND: In March 2015, the City Council adopted Administrative Policy I-34 describing the process to competitively award the four surf school permits issued pursuant to Chapter 9.30 of the Municipal Code. In April of 2015, City Council adopted an uncodified Ordinance temporarily increasing the number of surf schools to five for the 2015 calendar year.

In November 2015, the City Council allowed the one year expansion in the number of surf schools to expire and the number of allowed schools was reduce back to four.

On January 1, 2016, the Police Department evaluated five surf school permit applications consistent with Administrative Policy I-34. After a competitive review assessment process, four schools were selected. The one applicant that was not selected is appealing the decision by the Police Department to deny them a valid permit for the 2016 season.

DISCUSSION: The purpose of this item is to set a hearing date to determine if the City will consider other options to the Surf School Permit Ordinance. The appeal letter submitted by Capitola Surf and Paddle regarding this matter is attached (Attachment 1).

FISCAL IMPACT: Unknown pending Council direction.

ATTACHMENTS:

1. Jason Alaniz Surf School Permit Appeal

Report Prepared By: Rudy Escalante
Police Chief

Jamie Goldstein, City Manager

1/21/2016

JAN 20 2015
CITY OF CAPITOLA
CITY CLERK

Dear Council,

My name is Jason Alaniz. I am the owner of Capitola Surf and Paddle, located in Capitola Village at 208 San Jose Avenue. This letter is to officially appeal the recent decision brought forth January 11, 2016 regarding the issuing of Surf School Instruction Permits for 2016. The decision excludes my business from providing this service to my guests. I am seeking a review and reversal of this recent decision to include my business.

As you all are aware, there was conflict with more surf schools applying for permits than available, causing the council to increase the number of allowable schools for 2015. As the end of the year approached, the decision was made to revert back to four surf school permits.

Additionally, there was a new Surf School Permit revision written by the Capitola Police Department and approved by the council to provide preference to businesses located in Capitola. However, 3 of the 4 available permits were granted to surf schools outside of the area in Santa Cruz and Monterey, while our business, located in the heart of the Capitola Village, was excluded.

Capitola Surf and Paddle is proud to be beginning its fourth year of business. Last year we applied for and were granted a surf school permit. We invested in equipment, training, and certifications, as well as staff to support this area of the business and we successfully provided surf instruction throughout the year. It has been my goal to provide great customer service and to be able to respond to regular requests we receive for surf lessons. Should we not be able to offer this service it would impact our business from a financial standpoint, impact our staffing, and greatly reduce the convenience to our guests, who are also guests of the City. The diminished availability for this service not only reflects negatively as a local business but as a destination City that should have services and products readily available.

In summary, my appeal for reconsideration is based on a number of factors:

1. The decision goes against direct city policy to give preference to local business.
2. We are a Capitola Village local business serving locals and tourists year round. There is a local demand for this service and it makes sense that we would be able to provide it.
3. This decision will have a direct economic impact on my business and employees.

The goal that I share with the city is that of providing a great experience to the guests of Capitola. We are honored to be able to provide a great service and make our city so enjoyable.

With that, we kindly request a surf license.

Sincerely,

Jason Alaniz 

Attachment: Jason Alaniz Surf School Permit Appeal (1358 : Set a hearing date for an appeal to a denial of a surf school permit)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Public Works Department

SUBJECT: Approval of a Air Board Grant and an Agreement with the Monterey Unified Air Pollution Control District to Receive a Grant for Traffic Signal Adaptive Control Systems

RECOMMENDED ACTION: Approve an agreement with the Monterey Unified Air Pollution Control District to receive a grant in the amount of \$369,600 for Traffic Signal Adaptive Control Systems along 41st Avenue, and award a contract to Kimley-Horn and Associates in the amount of \$98,500 for grant implementation, management and reporting.

BACKGROUND: The City has been awarded a Motor Emissions Reduction Program Grant in the amount of \$369,000 from the Monterey Bay Unified Air Pollution Control District for the study and implementation of an Adaptive Traffic Control System along 41st Avenue. Adaptive traffic control is a traffic management strategy in which traffic signal timing changes, or adapts, based on actual traffic demand. This is accomplished using an adaptive traffic control system consisting of both hardware and software. A similar system installed on Main Street in Salinas reduced travel times in all time periods by up to 46%, resulting in fuel saving of \$6,900 daily.

DISCUSSION: Staff is recommending awarding a contract to Kimley-Horn and Associates, who prepared the grant application, to complete the grant project. The scope of work will include conducting before and after project traffic analysis, design of the adaptive control system, preparation of plans and specifications for bidding, and all required reporting to the Air Board.

The schedule for the project will be as follows:

Pre-project data collection	March
Plans and Specifications	April
Bidding	May
System installation	June - July
Post-project data collection	August
Final report preparation	September
Project acceptance	October

FISCAL IMPACT: The project budget \$394,000 with the grant covering \$369,000 and the City responsible for \$25,000. Funding for the City's share is available in the Gas Tax Fund contract services.

ATTACHMENTS:

1. Air Board Grant Agreement
2. Kimley-Horn Proposal Dated January 8, 2016

Air Board Grant Approval
January 28, 2016

Report Prepared By: Steve Jesberg
Public Works Director



Jamie Goldstein, City Manager

FY16 AB2766 Motor Vehicle Emissions Reduction Program

Grant Agreement No. 16-02

TABLE OF CONTENTS

<u>Document</u>	<u>Description and Pages in Document</u>
Grant Agreement	Contract agreement that must be signed by both parties to execute grant (Pages 1-4).
Attachment 1	Project Description, Budget and Schedule-- (Pages 1-4). This Attachment includes the Project Description, Budget, Schedule and grantee contact info.
Attachment 2	Special Grant Conditions-- (Up to 2 pages). This Attachment lists any special grant conditions applicable to Grantee, based on the grant application submitted by Grantee, grant award conditions and applicable AB2766 Grant Program requirements.
Attachment 3:	Conflict of Interest Certification – (One page).
Attachment 4:	Instructions for Completing Grant Agreement, Reimbursement Requests, and Reports – (Three pages). This attachment provides detailed instructions for completing and returning this grant agreement for execution by District. It also provides instructions for invoicing and reporting, as well as a description of how District shall reimburse grantee for eligible project costs.

Attachment: Air Board Grant Agreement (1349 : Air Board Grant Approval)

This concludes the Table of Contents page

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FY16 AB2766 Motor Vehicle Emissions Reduction Program

Grant Agreement

Between

The Monterey Bay Unified Air Pollution Control District

And

*City of Capitola***Grant Agreement Number:** *16-02***Project Title:** *41st Avenue Adaptive Traffic Control System*

The Monterey Bay Unified Air Pollution Control District (hereinafter, "District") and *City of Capitola* (hereinafter, "Grantee") enter into this Agreement (hereinafter, "Agreement") to implement the Project entitled *41st Avenue Adaptive Traffic Control System* (hereinafter, "Project") as described herein. The purpose of the Agreement is to reduce emissions of motor vehicles in accordance with Assembly Bill 2766 (California Health and Safety Code §§44220-44247) through implementation of the Project by Grantee, funded in part by AB2766 funding as agreed herein.

A. General Agreements

1. This Agreement shall be comprised of the Grant Agreement No. *16-02* and Attachments 1, 2 3 and 4.
2. The term of this Agreement ("Term") shall begin the date the Agreement is last signed by either party ("Start Date") and end on the date the grant agreement expires ("Completion Date").
3. To be eligible for reimbursement, expenditures shall be incurred solely during the Term of the Agreement.
4. Once the grant agreement has fully been executed, the grant award cannot be increased.
5. Expenditures for administration of the grant shall not exceed 5% of the grant award.
6. Grantee hereby promises that all other funds shown as "secured" in Attachment 1 of this Agreement have been appropriated by Grantee or awarded to Grantee after adoption of its current annual budget.
7. Secured funds shall be available for expenditure on the Project by January 31, 2016.
8. Grant-eligible expenditures are identified in the Attachment 1 Budget section of this Agreement.
9. Total funding by the District pursuant to this Agreement shall not exceed ***\$369,600.***
10. Any final reimbursement may be withheld prior to the submittal by the grantee of a final report as defined in section D of this grant agreement.

B. Grantee Obligations***Grantee shall:***

1. Execute and deliver this Agreement to the District no later than ***February 29, 2016***
2. Implement the Project in accordance with the scope, budget and schedule specified herein.

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3. Comply with all applicable District, federal, state and local laws and regulations, and obtain all permits, approvals or clearances required to implement the Project, including any necessary District permits.
4. Collect and report travel activity and other pertinent data, keep records and submit supporting expense documentation in accordance with the terms of this Agreement.
5. Request reimbursement for grant-eligible expenditures in accordance with Attachment 4, thereby affirming that grant-eligible expenditures have been incurred for the purposes specified in the request.
6. Provide supporting documentation for expenditures to the District in a manner and form satisfactory to District staff.
7. Request reimbursement for grant-eligible expenditures prior to the Completion Date, in accordance with Attachment 4.
8. Assist District staff in inspecting and reviewing the Project.
9. To obtain a final reimbursement of eligible expenditures for the grant amount, Grantee shall:
 - (a) Submit a reimbursement request for those expenditures if not previously invoiced;
 - (b) Submit a Final Report for the Project, satisfactory to the District, in accordance with Attachment 2 and 4 and;
10. Fulfill any other obligations, for which Grantee is responsible, specified in this Agreement.
11. Grantee shall defend, indemnify and hold harmless the District, its officers and employees from and against any liability or costs of any type, including attorney's fees, arising out of or related to Grantee's performance under this Agreement, except for liability or costs arising out of the sole negligence of the District, its officers or employees.
12. Grantee *must* formally submit in writing any requests to amend or modify the grant agreement, the project budget or project schedule.

C. District Obligations

District shall:

1. Reimburse grant-eligible expenditures incurred by Grantee to implement the Project, provided they are documented in a reimbursement request submitted in accordance with the terms of this Agreement.
2. Disburse payment within 30 calendar days of District approval of each Grantee reimbursement request unless otherwise specified in Attachment 2.
3. Promptly respond to questions regarding the Agreement's terms and conditions, including, but not limited to: eligible expenses, reimbursement requests and reports.
4. Fulfill any other obligations, for which the District is responsible, specified in this Agreement.

D. Reports

1. Grantee shall submit Quarterly Reports regardless of whether or not quarterly reimbursements are requested.
2. Quarterly reports submitted shall cover each three month period from Start Date to Completion Date, in accordance with Attachment 4.

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3. For all projects, a Final report shall be submitted at the completion date of the project, in accordance with Attachment 4.

E. Grant Agreement and Obligation Period

1. This Agreement shall expire on the Completion Date and may be extended one time only for no longer than one hundred eighty (180) days upon written request and approval by the District Board of Directors. The grant agreement shall then be amended to reflect the new Completion Date.
2. If Grantee has an unreimbursed grant award balance after the end of the Term, this Agreement shall terminate without notice and the District shall have no obligation to make any further reimbursement to Grantee.

F. Notices and Correspondence

Correspondence or notices required by this Agreement shall be sent via First Class Mail or facsimile to the individuals and addressees specified below:

District: Richard Stedman, Air Pollution Control Officer
Attention: Alan Romero
24580 Silver Cloud Court, Monterey, CA 93940
Tel: (831) 647-9411 FAX (831) 647-8501 email: aromero@mbuapcd.org

Grantee: **Steve Jesberg**
Public Works Director
420 Capitola Avenue
Capitola, California 95010
Telephone: (831) 475-7300
FAX: (831) 479-8879
sjesberg@ci.capitola.ca.us
Website: www.cityofcapitola.org

G. Assignment and Delegation

Except as provided in Attachment 2, herein, this Agreement and all associated benefits, including capital or equipment reimbursed in whole or part by AB2766 grant funds, and any duties, obligations or liabilities arising therein, may not be assigned or delegated during the Project or five years from the Start Date, whichever occurs first, without the prior written consent of the District.

H. Severability

If any clause or term of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the Agreement shall remain in full force and effect.

I. Entire Agreement

1. This Agreement constitutes the entire agreement between the parties, and supersedes any prior agreement concerning the subject matter herein.

[Empty box for Grantee Initials]

- 2. Amendments to this Agreement shall be proposed in writing by either party and to become effective, shall be signed and dated by both District and Grantee.
- 3. Oral representations by either party or their representatives shall have no force or effect.

J. Termination

- 1. The District shall have the right to terminate this Agreement without prior notice if Grantee causes or fails to prevent any of the following:
 - (a) Failure to perform in a timely, professional or competent manner;
 - (b) Failure to make reasonable progress in implementing the Project;
 - (c) Material breach or failure to abide by any term or condition of the Agreement;
 - (d) Assignment of any benefits or delegation of any duties associated with this Agreement to a third party except as provided in Attachment 2;
 - (e) Failure to report any conflict of interest as required by Attachment 3, herein or
 - (f) Bankruptcy or dissolution of Grantee.
- 2. The District shall determine whether cause exists for termination and if so, shall issue a Stop Work Notice to Grantee, followed within three working days by a Notice of Termination, which shall specify a termination date.
- 3. Upon receipt of a District Stop Work Notice or a Notice of Termination, Grantee shall immediately stop work on all activities requiring reimbursement under this Agreement, unless the Notice includes directions as specified immediately below in Section 4.
- 4. If so stated in the Stop Work Notice or a Notice of Termination, the Grantee may continue to incur grant-reimbursable expenditures through the termination date specified in the Notice, to ensure:
 - (a) Continuation of any grant-funded activity needed to maintain air quality or reduce vehicular emissions; and
 - (b) Continuation of any grant-funded activity needed to discharge Grantee obligations if specified in the Notice of Termination.
- 5. Breach of any material term of this Agreement by Grantee shall be considered a breach of the entire Agreement.

K. Acceptance

The undersigned attest to being the duly authorized representatives of the parties to this Agreement, and further attest to having read this Agreement in its entirety and covenants to comply with all its terms and conditions.

Authorized signature for Grantee:

For the District:

Jamie Goldstein
City Manager

Richard A. Stedman
Air Pollution Control Officer (APCO)

Date: _____.

Date: _____.

Grant Expiration Date: _____.

ATTACHMENT 1 - PROJECT DESCRIPTION, BUDGET AND SCHEDULE

FY16 AB2766 Motor Vehicle Emissions Reduction Program

Project: *16-02 41st Avenue Adaptive Traffic Control System*

Grantee: *City of Capitola*

Project Narrative:

The City of Capitola is experiencing significant arterial roadway congestion along 41st Avenue that creates inefficient motor vehicle traffic resulting in considerable emissions of pollutants and particulate matter. The City is requesting funding to implement an adaptive system along this corridor. In addition to significantly reducing motor vehicle emissions, this proposed implementation would save motorists 211,883 vehicle-hours of delay and 46,173 gallons of fuel in the first year after installation. The corridor includes eight traffic signals and spans from 41st Avenue / SR 1 NB Ramp on the north end to 41st Avenue / Jade Street on the south end. Proposed project intersections are shown in Figure 1. Estimated cost to implement our proposed project is \$394,000.

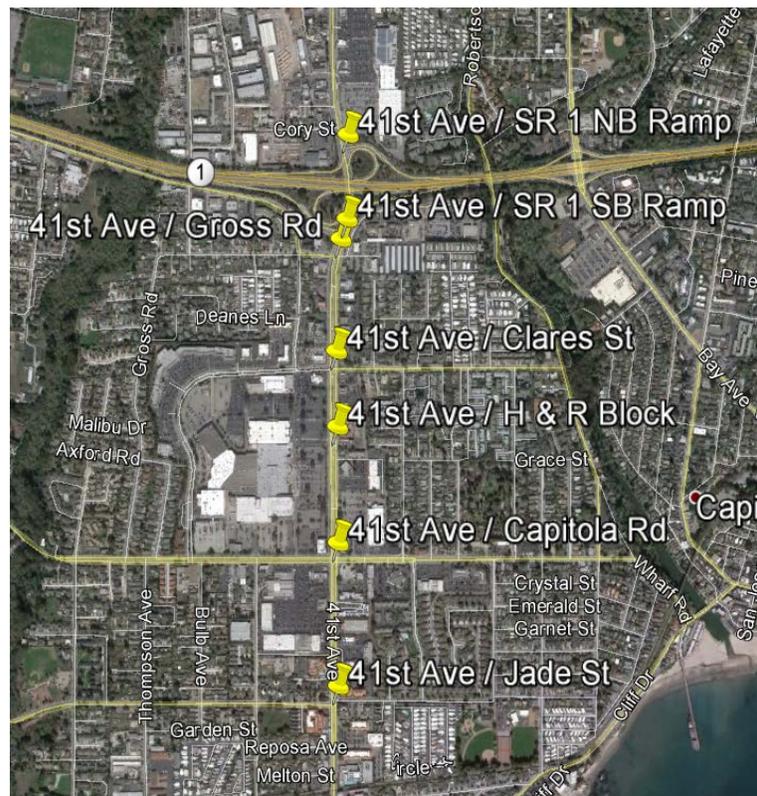


Figure 1: Location Map

[Empty box for Grantee Initials]

This roadway suffers fluctuating traffic volumes and unpredictable traffic patterns on its segments due to a high concentration of retail, institutional, and commercial establishments and the signals not being synchronized/coordinated, especially at the SR 1 freeway ramps. Commute traffic in the AM and PM peak period, as well as tourist traffic heading towards the beach areas located near the project corridor contribute to congestion along the corridor. Thus, while many of the intersections within the project segment operate at an acceptable LOS during peak periods, progression along the corridor is very poor. Figure 2 shows relative traffic speeds on the study corridor in Google Maps during typical weekday afternoon periods. An adaptive traffic signal system on this corridor will have substantial emissions-reduction benefits based on results seen in previous adaptive implementations in the City of Salinas and other cities in the U.S. as well as traffic model simulations. Additionally, installation of an adaptive system will benefit the corridor further to the north in the Santa Cruz County area, where an adaptive system has already been installed. We are confident traffic congestion caused by the fluctuating levels in traffic along the corridor will be alleviated by the implementation of an adaptive system.

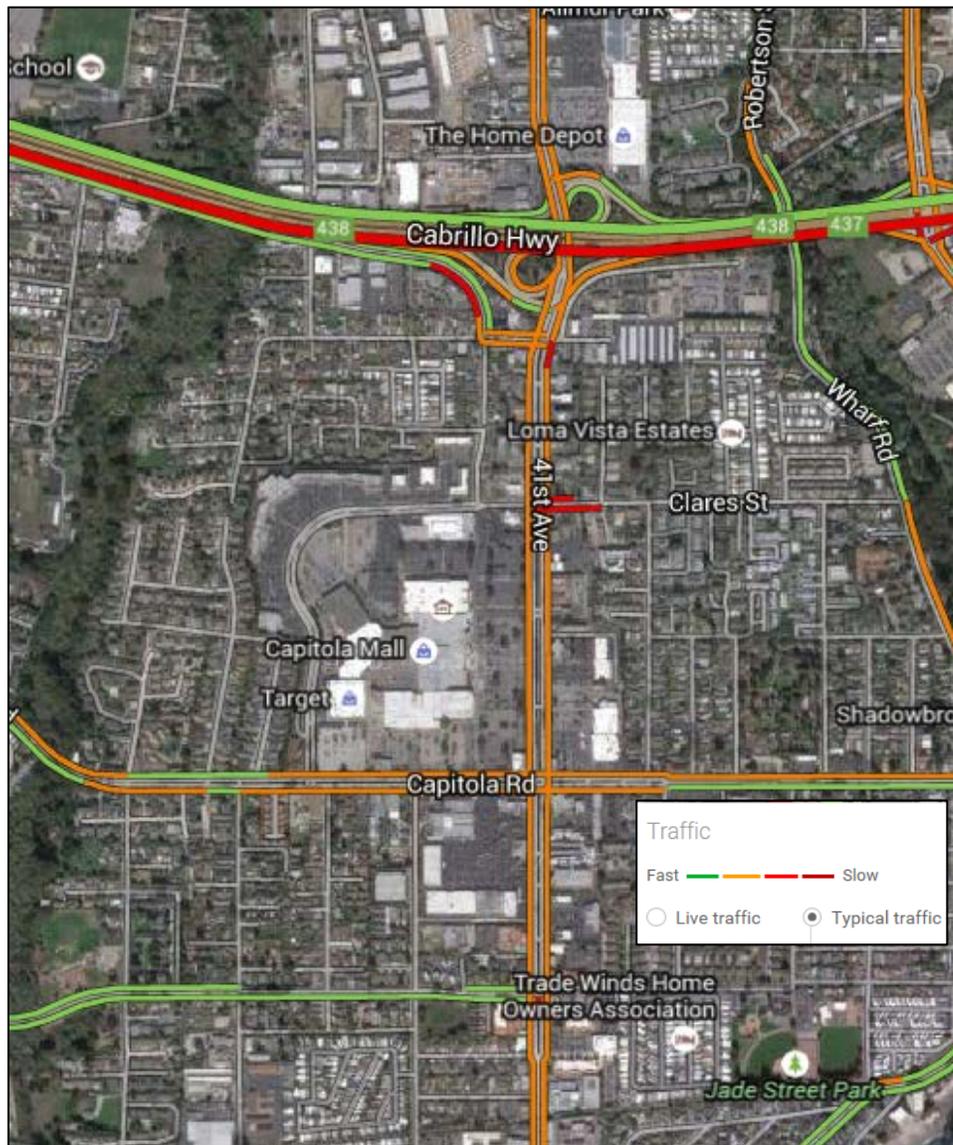


Figure 2 – Traffic Congestion Map

Attachment: Air Board Grant Agreement (1349 : Air Board Grant Approval)

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SCOPE OF WORK

Project Objective

The City of Capitola is requesting funding to purchase and install an adaptive system on eight traffic signals along the 41st Avenue corridor. The objective is to substantially reduce emissions, raise the LOS, improve traffic flow, increase average travel speeds by 13%, decrease fuel used by 46,170 gallons per year, and decrease average travel time along the corridor by 1,187,245 vehicle hours per year.

Our justification for the benefits of the proposed project is the adaptive systems' benefits in a recent installation in Santa Cruz County immediately north on this corridor as well as peak hour traffic simulation results.

The adaptive system results from the recent installations on Main Street and Boronda Avenue in Salinas support our estimate of the benefits of the 41st Avenue installation project. The first adaptive installation on Main Street in Salinas, which was installed at five intersections, reduced travel times in all time periods by 37% to 46% and delivers a benefit of \$6,887 to motorists each weekday (FHWA, <http://www.fhwa.dot.gov/everydaycounts/technology/adsc/casestudies.cfm>). The travel activity used to quantify emissions reductions and calculate cost effectiveness is listed in the following table.

Table 1: Travel Activity Data Intersection Total

Measurement	Units
Segment Length	1.30 miles
ADT Volume	25284
AM Before Speed	17 mph
PM Before Speed	6 mph
AM After Speed	25 mph
PM After Speed	9 mph
Annual Daily VMT	11,997,258
Project Life	5 Years
Days of Use	365 Days Per Year

Detailed Task Description:

The following activities/tasks will be performed to successfully implement the adaptive signal control system on the 41st Avenue corridor:

1. Project Management, Grant Administration, and Report Preparation
2. PS&E Design and Before Travel Time Runs
3. Adaptive System Procurement and Installation
4. After Travel Time Runs and Benefit-Cost Analysis

--

Task 1: The City of Capitola and the Traffic Consultant will provide project management oversight and coordination for this project as well as oversee grant contracting, reports, reimbursements, and construction services. The City and the Traffic Consultant will also administer the construction contract with the electrical contractor and issue an encroachment permit to the Contractor.

Task 2: The City of Capitola and the Traffic Consultant will be responsible for plans, specifications, and estimates for the project. The Traffic Consultant and the equipment vendor will also verify the equipment in the controller cabinets and identify additional equipment necessary for communications between intersections during a field review. The engineering design of the adaptive system will be prepared by the Traffic Consultant with input from the vendor. The Traffic Consultant will also conduct “Before” travel time runs will be conducted in the AM, MD, and PM peak periods (2 hour periods maximum) for the study corridor to document the existing travel time, number of stops, and delay on the study corridor. Up to 16 travel time runs will be conducted for the following four peak period conditions:

- Weekday AM peak period (7:00 am to 9:00 am)
- Weekday MD peak period (11:30 am to 1:30 pm)
- Weekday PM peak period (4:00 pm to 6:00 pm)
- Weekend MD peak period (11:30 am to 1:30 pm)

Travel time run templates will be utilized to summarize the results in terms of average travel speed, average number of stops, average delay, etc.

Task 3: The City will establish communication to enable monitoring and maintenance from the City Traffic Maintenance and Engineering Offices. The City will follow City purchasing guidelines to RFP for the vendor to furnish the adaptive system and configure, implement, and provide technical support. Adaptive system equipment will be procured and installed at study intersections. The City and the Traffic Consultant will administer a contract agreement between the City and the Contractor. The Contractor will install detection equipment in the cabinets. The Contractor will also connect the wiring from the cabinets to the adaptive hardware inside the cabinet. Vendor staff will configure the adaptive system once the connections are made. The City and the Traffic Consultant will contract an electrical contractor or utilize their on-call maintenance contractor for installation of the communications system between intersections as well as for remote access for monitoring and updating the system. The Contractor will procure and install ancillary and/or peripheral materials necessary to install the adaptive system, including but not limited to Ethernet cables, power cables, and various connectors.

Task 4: Similar to the travel time studies conducted prior to the implementation of the adaptive signal system, the Traffic Consultant will conduct “After” travel time runs for the same study peak periods. The summarized “After” study results will then be compared with the “Before” study results to calculate percent improvement in average speed, reduction in number of stops and delays, etc.

The Traffic Consultant will also provide the travel speed profiles for the “Before” and “After” studies as part of the report appendices.

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“Before” and “After” Study with Bluetooth data (optional)

Bluetooth data will be utilized to gather travel time data for 7-days on the corridor to gauge the benefit of the adaptive system. This would assist in expanding the cost-benefit analysis based on 24-7 data, instead of peak period only data. The Traffic Consultant will utilize the travel time data from the Bluetooth device and travel time runs to conduct the cost-benefit analysis for the product.

Benefit-Cost Analysis for the Adaptive Signal Timing Project

The Traffic Consultant will perform a benefit-cost analysis of the implementation of the adaptive signal timing project using the summary of travel time runs (average number of stops, average speed, total delay, stopped time, fuel consumption, green-house gas emissions, etc.). The Traffic Consultant will utilize the Metropolitan Transportation Commission (MTC) Measures of Effectiveness (MOE's) templates for this purpose.

The “Before and After” study report will be a comprehensive document illustrating the benefits of the adaptive signal system and can potentially be used for future grant applications. The proposed adaptive installation is a direct emission-reducing project. The impact of the project is quantifiable (similar to previous studies). All costs associated with this project are fixed costs.

Roles and Responsibilities of Personnel:

Project Management	City of Capitola and Traffic Consultant
Grant Administration	City of Capitola and Traffic Consultant
Before-After Study	City of Capitola and Traffic Consultant

Subconsultants:

Traffic Consultant	Kimley-Horn or others
Vendor	TBD
Contractor	TBD

TASK DELIVERABLES AND COST

Task 4: Deliverables: Draft report of “Before and After” study of travel time runs. The appendices would include raw data sheets of travel time input sheets, calculations, etc.

Project Budget:

	Grant Request	City Match	Total
Project Management / Grant Admin.	\$0	\$5,000	\$5,000
PS&E and Before Runs	\$70,000	\$0	\$70,000
System Procurement & Installation	\$294,000	\$0	\$294,000
After Runs & Benefit-Cost Analysis	\$25,000	\$0	\$25,000
<i>Total</i>	<i>\$389,000</i>	<i>\$5,000</i>	<i>\$394,000</i>

NOTE: Grant Award Total = \$369,600

Project Management / Grant Admin: This item covers the administrative costs for executing the grant, reporting, and invoicing for reimbursement of funds as well as project management.

PS&E and Before Runs: This item covers the costs to complete plans, specifications, and estimates of adaptive system design. It also covers field review and inventory of each controller cabinet and before travel time runs.

System Procurement & Installation: This item covers the cost of all installation costs as well as adaptive signal control equipment required to implement a complete system, which includes vehicle detectors, processor, equipment panel for power and ethernet connectivity, cable connecting to controller, wiring and connections to controller cabinets, software, training, access to the cabinet communications, technical support and extended hardware and software warranty. This item also covers the cost of additional traffic signal equipment, such as ethernet switches and other components, necessary for system operation, but not specifically furnished with the adaptive system.

After Runs & Benefit-Cost Analysis: This item covers the subconsultant cost of preparing After travel time study and benefit-cost analysis to document and validate the expected air quality benefits.

Project Schedule:

Table 2: Proposed Schedule

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Task Description										
Notification of Award	█									
Signed Agreement		█								
Statement/Scope of Work		█	█							
Kickoff Meeting			█							
PS&E										
Field Review			█	█						
Before TT Runs			█	█	█					
PS&E Design			█	█	█	█				
Review Meeting					█					
System Implementation										
Installation of Communication System					█	█				
Install Camera Mounting and Wiring					█	█	█			
Order and Process Time for Hardware					█	█	█			
Ship Hardware						█				
Contractor Training Adaptive System						█	█			
Installation of Adaptive System						█	█	█		
Review Meeting							█			
Benefit-Cost Analysis										
After Travel Time Runs							█	█		
B/C Calculations								█		
Review Meeting								█		
Study Report										
Draft Report and Comments								█	█	
Final Report									█	█
Completion of Project										█
Project Management	█	█	█	█	█	█	█	█	█	█

This concludes Attachment 1

Attachment: Air Board Grant Agreement (1349 : Air Board Grant Approval)

**ATTACHMENT 2: SPECIAL GRANT CONDITIONS
FY16 AB2766 Motor Vehicle Emissions Reduction Program**

Project: *16-02 41st Avenue Adaptive Traffic Control System*

Grantee: *City of Capitola*

The special conditions in this Attachment take precedence over any conflicting terms and conditions elsewhere in this Agreement and are listed below:

1. *GRANTEE shall not commence with any project activity as described in this grant agreement until the grant is fully executed by the grantor and grantee.*
2. *GRANTEE shall notify the District of all vendor solicitations prior to the contract award for this project and provide a copy of the RFP.*
3. *GRANTEE shall meet and confer with the District prior to the vendor selection and provide a copy to the District of the vendor contract for this project.*
4. *GRANTEE shall, in conjunction with the monitoring program as described in the "Task Deliverables" section of the grant agreement, evaluate and assess the Level of Service (LOS) of all the adaptive signal intersections before and after project implementation.*
5. *GRANTEE shall immediately notify MBUAPCD of any schedule delays. Quarterly reports shall include project milestone chart updates and task completions.*
6. *GRANTEE shall re-baseline ROG, NOx, and PM emissions after signal coordination project is completed with data submitted to the District.*
5. *GRANTEE shall identify and acknowledge the District as the source of grant funding in all literature, press releases or media events regarding the project.*

This concludes Attachment 2

Grant Acceptance Agreement
No. 16-02

January 20, 2016

Grantee Initials:

**ATTACHMENT 3 - CONFLICT OF INTEREST CERTIFICATION
FY16 AB2766 Motor Vehicle Emissions Reduction Program**

Project: *16-02 41st Avenue Adaptive Traffic Control System*
Grantee: *City of Capitola*

I certify that no Principal, Director, or Executive of the Grantee is a member of the District Board of Directors, District Advisory Committee, District Hearing Board, any other District committee, nor is a member of the District staff, unless listed below.

I further certify that no principal of the Grantee has an economic relationship with a member of the Board of Directors, Advisory Committee, Hearing Board, or any member of the District staff, unless listed below.

Disclosure of any said memberships or economic relationships is required. Non-disclosure may result in immediate termination of this Agreement by District, without prior notice.

List of conflicts disclosed:

Grantee Principal, Director, or Executive:	Basis of conflict
_____.	_____.
_____.	_____.
_____.	_____.
_____.	_____.
_____.	_____.

For the Grantee

Signature

Printed Name

Date: _____.

This concludes Attachment 3

Attachment: Air Board Grant Agreement (1349 : Air Board Grant Approval)

FY16 AB2766 GRANT AGREEMENT
ATTACHMENT 4: INSTRUCTIONS
 GRANT AGREEMENTS, REIMBURSEMENT REQUESTS AND REPORTS

A. Instructions for completing and executing the GRANT ACCEPTANCE AGREEMENT:

GENERAL INSTRUCTIONS. You must **sign, initial** (*initial the upper right corner of each page*) and return the single-sided original Grant Agreement to the District. The grant agreement must be returned by mail or delivered to Alan Romero at the District, no later than 4 PM on:

March 30, 2016

GRANT AGREEMENT, Page 3: Verify the Grantee contact person's (project manager's) fax and email information here, and correct if necessary.

GRANT AGREEMENT, Page 4: An authorized representative of Grantee signs and dates this page. When signed by the District, a copy of the fully executed agreement will be mailed to you. Do **not** incur reimbursable expenses until receipt of the fully executed copy. Please keep that copy, since you will need it for reimbursement instructions.

ATTACHMENT 1:

- **General:** If you need to make a substantial change in scope or application of funds, reduce total cost, or any other substantial change from the grant application (including non-acceptance of the grant), contact District staff immediately: Alan Romero at (831) 647-9418 x241, aromero@mbuapcd.org.
- **PROJECT NARRATIVE:** The grant agreement contains the project description based on your application submittal. You may add additional project narrative here, to describe changes since the application. Additional pages can be added if required. Any substantial change in grant scope, or reduction in total cost, or any other change that could lower the amount of emissions reduced by the project must first be approved by District staff.
- **PROJECT BUDGET -** The grant agreement contains the project budget based on your application submittal. The budget amount for this grant cannot be increased. Any proposed budget reduction or reallocation must first be approved by District staff.
- **PROJECT SCHEDULE –** The grant agreement contains the project schedule based on your application submittal. You must submit quarterly reports indicating performance to the project schedule as well as project expenditures and any other pertinent data (see Section C below for details) regardless of whether or not reimbursement is being requested at that time.

Attachment: Air Board Grant Agreement (1349 : Air Board Grant Approval)

FY16 AB2766 GRANT AGREEMENT
ATTACHMENT 4: INSTRUCTIONS
GRANT AGREEMENTS, REIMBURSEMENT REQUESTS AND REPORTS

ATTACHMENT 2:

- **SPECIAL GRANT CONDITIONS:** District staff prepared these conditions based on the grant application submitted and any other requirements deemed appropriate by the District. If any condition is not acceptable, contact District staff immediately.

ATTACHMENT 3:

- **CONFLICT OF INTEREST CERTIFICATION.** Disclosure of any relationship does not necessarily nullify a grant award, but non-disclosure could. The Grantee must complete, sign, date and initial the upper right corner of this Attachment.

B. Instructions for REIMBURSEMENT REQUESTS

1. **INCLUDE A COVER LETTER:** The cover letter shall identify the *Grant Number, Project Title* and the *amount requested*. The grant number (**16-xx**) is on each page of the grant agreement. Include this number in all correspondence with the District, and use it when emailing or calling District staff.
2. **ELIGIBLE EXPENSES:** Only expenses incurred *between start and end dates of the Grant Agreement* are eligible for reimbursement.
3. **SUBMIT REIMBURSEMENT REQUESTS** no more frequently than *quarterly* (every three months) unless otherwise agreed in the Attachment 2 of the Grant Agreement. **REQUESTS SUBMITTED MUST BE ORIGINAL, IN COVER LETTER STYLE AND SIGNED.**
4. **SUBMIT SUPPORTING DOCUMENTATION.** Attach documentation to the request. Attached expense documentation need not be original, but must be hardcopy prints. It should include, but is not limited to:
 - a. vendor invoices, receipts, purchase orders,
 - b. spreadsheets or other computer reports from project tracking software,
 - c. listing of employees included in payroll expenditures or other documents to support the project expenditures claimed.
 Documentation must *clearly identify the project as the object of expenditure*. Call the District Accounting Division (831) 647-9418 x 244 if you need help in preparing your documentation. All reimbursement request documentation must be in a manner and form satisfactory to District Accounting Division staff.
5. **FINAL REPORTS:** Any final requested reimbursements *will be retained* until your Final Report is received and found adequate by District staff.
6. **INCLUDE THE NAME, PHONE NUMBER AND SIGNATURE OF THE PREPARER OF THE REQUEST.** FAX or emailed requests are *not* acceptable. **All requests** for reimbursement should be **marked Attention: Accounting Division**.

FY16 AB2766 GRANT AGREEMENT
ATTACHMENT 4: INSTRUCTIONS
GRANT AGREEMENTS, REIMBURSEMENT REQUESTS AND REPORTS

C. Instructions for QUARTERLY and FINAL REPORTS

1. **QUARTERLY REPORTS:** Quarterly reports are due regardless of whether or not reimbursement is being requested at that time. Failure to submit a quarterly report will result in the delay of invoice processing and payment and should include as a *minimum*:
 - a. Activities implemented or completed as defined by the project schedule (please refer to implemented or completed activity by the appropriate task numbers in your submitted milestone chart),
 - b. Any monitoring data as specified Attachment 2: Special Conditions of the grant agreement,
 - c. All activity costs for the respective reporting period,
 - d. Any delays in meeting schedules and the recovery plan for any schedule slip,
 - e. Any progress toward obtaining emission reductions
 - f. Any other pertinent information on project status.

2. **FINAL REPORTS:** Failure to submit a final report will result in the delay of final reimbursement. The final report shall include as a *minimum*:
 1. **Cover/Title Page** - Grantee, grant number (**16-xx**), and title of Project.
 2. **Executive Summary** - Briefly describe the history, purpose and need for the project, the nature of the project and what general air quality improvements are expected to result. Summarize activity over the reporting period.
 3. **Table of Contents** - Page numbers of sections, tables and figures (if any).
 4. **Project Implementation and Monitoring** - Describe the project's process of implementation: the who, what, when and how of project execution during the reporting period **as defined by the activities in the *Project Schedule* submitted with your application**. Report *all* monitoring data required in Attachment 2, as applicable. Include maps, graphics, tables, photographs or line art as appropriate. Electronic versions of data and reports are welcome, and reports may be submitted on CDs or as email attachments, if separate from requests for reimbursement. As noted above, requests for reimbursement must be inked originals.
 5. **Project Evaluation** - Report the total cost of the project, and list all funds expended, including this grant. Discuss any problems meeting budget or schedule, achieving emission reductions or otherwise implementing the project. Summarize and discuss monitoring data, and overall accomplishments with respect to direct emission reduction or otherwise.

*End of Attachment 4
and Grant Agreement.*



January 8, 2016

Mr. Steve Jesberg
Public Works Director
City of Capitola
420 Kennedy Drive
Capitola, CA 95010

100 W San
Fernando Street,
Suite 250
San Jose, CA 95113

RE: Proposal for Professional Services for an Adaptive System on the 41st Avenue
Corridor

Dear Steve:

We are very pleased to submit our proposal and fee estimate to the City for consideration as part of the planning, design and implementation of an adaptive traffic control system along the 41st Avenue Corridor. Our proposal is based on our understanding of the needs of the corridor and follows the requirements under the AB2766 Grant the City has received.

Our scope of work to perform these services follows this cover letter. If you have any questions, please do not hesitate to contact either of us. We are very excited and we look forward to working with you and the City.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Frederik Venter, P.E.
Project Engineer

Kevin Aguigui, E.E., T.E., CSEP
Project Manager

Attachment: Kimley-Horn Proposal Dated January 8, 2016 (1349 : Air Board Grant Approval)

City of Capitola - 41st Avenue Adaptive Traffic Control System

SCOPE OF WORK

The following tasks outline our proposed scope of work for the project which will result in the implementation of an adaptive traffic control system along the 41st Avenue corridor. We have prepared this scope of work based on discussions with the City and our understanding of the project. The scope of work consists of the following tasks:

- Task 1: Assess Corridor and Data Gathering
- Task 2: Needs Assessment and Evaluation of Adaptive Systems
- Task 3: Caltrans Coordination
- Task 4: Prepare Construction Bid Documents
- Task 5: Provide Construction Assistance
- Task 6: Conduct Before and After Study
- Task 7: Federal Process Coordination

The following provides detailed descriptions of each of the proposed tasks.

Task 1: Assess Corridor and Data Gathering

This task will consist of reviewing the existing transportation conditions along the corridor including any available traffic counts, pedestrian counts, transit operations (if applicable), major traffic movements and patterns and other relevant operational features that could be improved with adaptive traffic operations. We understand that the adaptive system will include the following intersections:

1. 41st Avenue at SR1 NB off-ramp;
2. 41st Avenue at SR1 SB off-ramp;
3. 41st Avenue at Gross Road;
4. 41st Avenue at Clares Street;
5. 41st Avenue at Capitola Mall driveway;
6. 41st Avenue at Capitola Road; and
7. 41st Avenue at Jade Street (optional)

We will work with the City and Caltrans to assess the existing traffic signal system including the signal interconnect, traffic signal cabinets and controllers, and other relevant features for the adaptive system. The outcome of this task will determine the “baseline” for the existing system from which the adaptive traffic signal system will build upon.

We will also perform a high level assessment of the overall system costs and available funding. The outcome of this assessment will be to identify any gaps or opportunities in the funding as it relates to the use of existing infrastructure for the adaptive system in order to optimize the costs.

City of Capitola
41st Avenue Adaptive Traffic Control System

Deliverable: Brief Technical Memorandum summarizing the findings.

Task 2: Needs Assessment and Evaluation of Adaptive Systems

We will meet with the City to identify the specific needs and desired features of the adaptive system for the 41st Avenue corridor. A key part of this task is to also identify any constraints that will apply to the adaptive system. This may include, but not be limited to, such items as the use of existing cabinets or the use of video detection.

We will identify and refine the initial evaluation criteria that will be used to evaluate and select the adaptive system and incorporate these criteria into the requirements and specifications to the extent it is possible.

- System compatibility (with major makes and models of traffic controllers and cabinets and the City's existing communications network);
- Ease of use
- Low maintenance cost
- System and Component reliability
- Adaptive operation options/reversibility
- Open architecture and compliance with NEMA and NTCIP standards (to the extent possible)
- Remote diagnostics (time schedules and adaptive adjustment procedures)
- On-line help from vendor/provider
- Data management and signal timing database management (e.g., USB, automatic backup, ease of data transfer)
- Warranty (hardware and software)
- Technical support (availability and quality)
- Integration/Support for Preemption and Priority Operations
- Detection Accuracy
- Failure monitoring, alerting/reporting
- System deployment history
- Performance at existing deployments
- Ability to combine and separate signalized intersections for adaptive control based on demand
- Costs (system deployment and on-going maintenance)
- Accommodating pedestrians and bus movements
- Cycle versus Non-Cycle based operations

This is not an exhaustive list, and we will work with the City to refine and develop a complete list in order to perform the detailed evaluation and selection of the adaptive system for the 41st Avenue corridor.

City of Capitola
41st Avenue Adaptive Traffic Control System

Kimley-Horn will analyze presently functioning adaptive traffic control system software packages, compare their functions and features, make determinations of which systems would be most desirable for the City of Capitola on the 41st Avenue Corridor based on the corridor performance expectations, and make a recommendation for the preferred adaptive system software.

Once this preferred system is determined, we will assess the required changes to the existing system including field equipment to accommodate the new adaptive system. We will also provide a high level estimate of costs. We believe that this will be an iterative process given that the cost of the changes may exceed the available budget. Should this be the case, we will identify any concessions or trade-offs that can be made and still produce an effective adaptive system.

For example, to meet a system's ideal requirements, new loops may be necessary. However, existing loops may be used, but this may result in lesser accuracy for determining vehicle queue lengths or even travel times. We will identify these trade-offs and quantify the extent of their implications on the system's operations.

Deliverable: Report on the Evaluation of Adaptive Systems (draft and final)

Task 3: Caltrans Coordination

Under this task, Kimley-Horn will coordinate closely with Caltrans on their needs and requirements for the corridor in terms of operations, traffic equipment, design and implementation of the adaptive system. Once the Evaluation of Adaptive Systems report has been prepared, we will meet with the City and Caltrans to discuss the findings, in particular the implications for the Caltrans traffic signals and operations.

Additionally, this task will include coordination with Caltrans on the preparation of the construction documents and obtaining an encroachment permit. We have assumed that the project will seek an encroachment permit from Caltrans for the construction of any improvements within Caltrans right-of-way.

Deliverable: Meeting notes from coordination with Caltrans

Task 4: Prepare Construction Bid Documents

Once the City and Caltrans approves the recommendations from the Evaluation of Adaptive Systems report, we will develop Plans, Specifications, and Estimates (PS&E) for the traffic and system modifications required for the selected adaptive system. The modifications will be limited to the six (6) project intersections that are listed under Task 1, not including the optional location at 41st/Jade.

We have assumed that there will be no civil (e.g., widening, bulb-outs, curb ramps, etc.) improvements as part of the design.

The Technical Specifications will include the required hardware and software, and the acceptance

City of Capitola
41st Avenue Adaptive Traffic Control System

testing requirements of the new adaptive system defining each piece of equipment necessary to operate and maintain the selected adaptive system. This includes any cabinet and controller replacements, new or modified detector loops or detection, and any modifications to the central system.

Our scope includes the submittal of PS&E packages at the 65% and 95% design levels for City and Caltrans design review. The final PS&E package will be submitted at the 100% design level for a final City plan check prior to providing the Final Bid Ready construction documents.

The submittals at the 95% and 100% stages will include a comments matrix with our responses to the comments on the prior submittal.

We will submit a Caltrans permit application at the 65% submittal stage to start the Caltrans review process.

The design plans will be prepared in AutoCAD 2013 format. The technical specifications will be prepared in Microsoft Word format and the estimate in Microsoft Excel format.

For the 65% and 95% design submittals, Kimley-Horn will provide the following:

- One electronic copy of the design plans in PDF format
- One electronic copy of the technical specifications in Microsoft Word format
- One electronic copy of the engineer's estimate in Microsoft Excel format
- Three half sized hard copies (11-inch by 17-inch) of the design plans
- Three hard copies of the technical specifications
- Three hard copies of the engineer's estimate
- One hard copy of the Comments Resolution Table (65% and 95% submittals)

For the 100% (Final) design submittal, Kimley-Horn will provide the following:

- One full sized "check print" of the 100% plans
- One electronic copy of the design plans in AutoCAD
- One electronic copy of the design plans in PDF format
- One electronic copy of the technical specifications in Microsoft Word format
- One electronic copy of the engineer's estimate in Microsoft Excel format

Once the City has reviewed the 100% check prints, we will submit the following:

- One full sized (24-inch by 36-inch) signed and sealed original plan set
- Three full sized paper copies (24-inch by 36-inch) of the design plans
- One original signed and sealed technical specifications
- One original signed and sealed engineer's estimate
- Three hard copies of the signed and sealed technical specifications
- Three hard copies of the signed and sealed engineer's estimate

Deliverables:

City of Capitola
41st Avenue Adaptive Traffic Control System

- 65% PS&E Documents
- Caltrans Encroachment Permit Application
- 95% PS&E Documents
- 100% plan set check prints
- 100% (Final) "Bid Ready" Documents

Task 5: Provide Construction Assistance

Once the detailed design package has been finalized and is issued for advertisement our team will provide assistance to the City during the bidding and construction phase.

Bid Support

Under this task, Kimley-Horn will provide support during the bidding phase of the project. This support will consist of responding to City questions during the bid preparation, and answering questions from prospective contractors or the City to clarify the plans and/or specifications.

Design Services during Construction

Kimley-Horn will provide support during the construction phase of this project on an as-needed basis. This support will consist of, but not be limited to the following:

- Attending on-site meetings
- Responding to Requests for Information (RFIs)
- Assistance with any Contract Change Orders (CCOs)
- Preparation of Record Drawings

The RFI support will include clarifications of the plans and/or technical specifications/special provisions based on written questions or requests by the contractor.

Kimley-Horn will provide assistance and review up to two CCOs for design changes requested by the contractor or the City. The CCOs may be a result of many different factors that necessitate reviews of the design and proposed changes to accommodate the contractor's preferences including the contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices. It is our intent to work directly with the City and coordinate with the Contractor as directed by the City. We cannot assume any authority or responsibility to stop or direct the work of the contractor or its subcontractors.

Site visits will be conducted at the request of the City and will be for the purpose of providing the City with a greater degree of confidence that the completed work of the contractor will conform to the design documents prepared by Kimley-Horn.

Record Drawings

Kimley-Horn will prepare "Record Drawings" of the traffic signals from the City's Public Works'

City of Capitola
41st Avenue Adaptive Traffic Control System

Inspector and the Contractor's redlined plans for each package. We will submit the "Record Drawings" to the City on reproducible mylars and provide the project drawings in an AutoCAD format acceptable to the City. Kimley-Horn will update traffic signal plans and schedules with the project improvements. The City will furnish AutoCAD files or as-built prints (whichever is available) of the traffic signal plans and schedules in a format for Kimley-Horn to readily work with.

Deliverables:

- *Responses and/or clarifications to questions during the advertisement/bidding period of the project*
- *Preparation of Bid Addenda*
- *Responses to RFIs*
- *Assistance with Contract Change Orders (up to two)*
- *Preparation of Record Drawings*

Task 6: Conduct Before and After Study

Kimley-Horn will prepare a plan for the studies for the City's approval prior to conducting any field data gathering. Once the City has approved the plan, we will conduct the 'before' and 'after' studies which will include travel time runs and stopped delay studies. We will document our findings in a draft report which will include the results of the before and after study. The before study will be conducted prior to construction of the improvements or modifications for the adaptive system.

Deliverable: "Before" and "After" Summary Report

Task 7: Federal Process Coordination

This task will include working with the City and Caltrans Local Assistance on any questions or clarifications that may be needed as part of the project development and design process. Our approach assumes that the outcome of the evaluation of the adaptive systems will result in the preparation of a Public Interest Finding (PIF) for the selection of the preferred adaptive system. The preparation and acceptance of the PIF by Caltrans and FHWA may require coordination and additional documentation.

Deliverables:

- *Coordination with Caltrans and FHWA (as needed)*
- *Meeting agendas and notes (as necessary)*

City of Capitola
41st Avenue Adaptive Traffic Control System

FEE

The following table lists our proposed fee per task with a total not-to-exceed fee.

Tasks	Fee
Task 1: Assess Corridor and Data Gathering	\$7,500
Task 2: Needs Assessment and Evaluation of Adaptive Systems	\$15,000
Task 3: Caltrans Coordination	\$10,000
Task 4: Prepare Construction Bid Documents	\$25,000
Task 5: Provide Construction Assistance	\$26,000
Task 6: Conduct Before and After Study	\$7,500
Task 7: Federal Process Coordination	\$7,000
Direct Expenses	\$500
TOTAL:	\$98,500



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Capitola Police Department

SUBJECT: Consider a Resolution Continuing the Parking Time Limit in the Village at Three Hours

RECOMMENDED ACTION: Adopt Resolution.

BACKGROUND: The parking time limits in the parking meter zones are currently established by Resolution No. 3954 (Attachment 1). At its March 12, 2015 meeting, the City Council requested a review of the Village parking time limit (Zone A1) to determine if the time limit should be extended to three hours instead of two hours. The reason for this review was, in part, complaints that the two hour time limit does not allow visitors time to dine, shop, and visit the area. The Council adopted Resolution No. 4014 (Attachment 2) which changed the time limits in the Village to three hours on a trial basis. Resolution No. 4031 (Attachment 3) was adopted in October 2015 which extended the 3-hour limit which is due to expire on January 28, 2016.

DISCUSSION: In March of 2015, the City Council requested information to evaluate the parking time limits in the Village.

To evaluate the three-hour time limit trial period, staff collected data from May through September. Village meter and pay station revenue, citations issued, and citation revenue were examined and compared to the same time period for 2014. Staff also looked at tax revenue data from July through September and compared to 2014. Tax revenue data can only be examined from quarter to quarter and cannot be extrapolated mid-quarter.

Overall, Village meter and pay station revenue for the five months during the three-hour time period was up approximately 9%, or \$24,440. Citations were down 75%, or 1,046 fewer citations, which resulted in a reduction of citation revenue by 75% or \$40,794; a net loss of approximately \$16,354.

Overall, sales tax receipts were up 6.23% as compared to 2014. Restaurants were up 7%, apparel stores were up 13%, miscellaneous retail was down slightly 0.70%, and recreation products were up 3%.

While there is not a formal mechanism to gauge the number of user complaints, anecdotally parking enforcement officers and front office staff indicate that the City received far fewer parking-related complaints in 2015 with the three hour limit as compared to prior years.

Staff reviewed the data with the Traffic and Parking Commission (Commission) and discussed the parking time limits. The Commission reviewed the matter, provided comments and feedback and made no formal recommendation. At the suggestion of the Commission, staff made contact with a sample of Village residents who possessed Village parking permits in 2014 and 2015 to

Consider a Resolution to set Village Parking Limits
January 28, 2016

assess their impacts if any. Staff contacted at least one resident from each street to obtain comments. Some of the residents contacted, also worked in the Village.

Of the small sample size used, each resident indicated there was no noticeable impact to them from the time limit change. One resident indicated he appreciated the change because his visitors did not have to move their cars so quickly to avoid a citation. Staff also considered additional factors that can contribute to the parking experience such as: economics, weather, and travel habits.

FISCAL IMPACT: The cost of reprogramming the pay stations is estimated at \$500 and can be paid from available funds in the Police Department Parking Fund. No new signage is required since we still have the two-hour parking signs. If Council chooses to revert back to the two-hour time limit, staff would need to switch out the signage.

ATTACHMENTS:

1. Resolution No. 3954 (PDF)
2. Resolution No. 4014 (PDF)
3. Resolution No. 4031 (PDF)

Report Prepared By: Rudy Escalante
Police Chief



Jamie Goldstein, City Manager

1/21/2016

Consider a Resolution to set Village Parking Limits
January 28, 2016

DRAFT RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA BY RESCINDING
RESOLUTION NO. 4031, AND ESTABLISHING PARKING TIME LIMITS
WITHIN DESIGNATED VILLAGE PARKING METER ZONE, ZONE A1,**

WHEREAS, Capitola Municipal Code Section 10.36.290 authorizes the City Council by resolution, to limit the period of time in which a vehicle may be parked within a designated area of the street; and

WHEREAS, the time limits in Zone A1 were last established by Resolution No. 4031 which was adopted in October 2015; and

WHEREAS, the City proposes to establish the parking time limit in the Village, Zone A1, to 3 hours.

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

1. All previous Resolutions that established time zones in the following areas shall be superseded by this Resolution; and
2. The following time limits shall be established in the parking meter zones:

Zone A1 (Village Area)	3 Hours
All other times	2 Hours
Zone A2 (Cliff Drive Area)	4 Hours on cliff side of Cliff Drive
	12 Hours on railroad side of Cliff Drive
Beach and Village Parking Lot	12 Hours

3. These time limits shall not apply to all green, yellow, or white parking spaces established under Capitola Municipal Code Section 10.37.037 within these zones.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 28th day of January, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

Consider a Resolution to set Village Parking Limits
January 28, 2016

_____, CMC
Susan Sneddon, City Clerk

RESOLUTION NO. 3954

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF CAPITOLA
ESTABLISHING PARKING TIME LIMITS
WITHIN DESIGNATED PARKING METER ZONES

WHEREAS, Capitola Municipal Code Section 10.36.290 authorizes the City Council by resolution, to limit the period of time in which a vehicle may be parked within a designated area of the street; and

WHEREAS, said parking time limits, in the Parking Meter Zones established in Capitola Municipal Code Section 10.36.055, were historically established by multiple resolutions; and

WHEREAS, in anticipation of the City conducting a comprehensive review of all the parking zones, meter rates, and time limits, it is recommended that the existing time limits be consolidated into a single resolution.

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

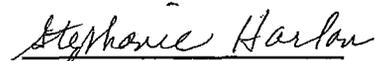
1. All previous resolutions that established time zones in the following areas shall be superseded by this Resolution; and
2. The following time limits shall be established in the parking meter zones:

Zone A (Village Area)	2 Hours
Zone A1 (Cliff Drive Area)	4 Hours on cliff side of Cliff Drive 12 Hours on railroad side of Cliff Drive
Zone B (Pacific Cove Parking Lot)	12 Hours

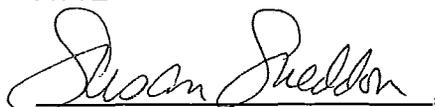
3. These time limits shall not apply to all green, yellow, or white parking spaces established under Capitola Municipal Code Section 10.37.037 within these zones.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 25th day of April, 2013, by the following vote:

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


 Stephanie Harlan, Mayor

ATTEST:

 CMC
 Susan Sneddon, City Clerk

Attachment: Resolution No. 3954 (1347 : Consider a Resolution to set Village Parking Limits)

RESOLUTION NO. 4014

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA BY RESCINDING RESOLUTION NO. 3954 AND ESTABLISHING PARKING TIME LIMITS WITHIN DESIGNATED PARKING METER ZONES

WHEREAS, Capitola Municipal Code Section 10.36.290 authorizes the City Council by resolution, to limit the period of time in which a vehicle may be parked within a designated area of the street; and

WHEREAS, the time limits were last established by Resolution No. 3954 which was adopted in April 2013; and

WHEREAS, the City proposes a trial period where the parking time limit in the Village is moved to 3 hours.

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

- 1. All previous resolutions that established time zones in the following areas shall be superseded by this Resolution; and
- 2. The following time limits shall be established in the parking meter zones:

Zone A1 (Village Area)	
May 1 to November 25 2015	3 Hours
All other times	2 Hours
Zone A2 (Cliff Drive Area)	
	4 Hours on cliff side of Cliff Drive
	12 Hours on railroad side of Cliff Drive
Beach and Village Parking Lot	12 Hours

- 3. These time limits shall not apply to all green, yellow, or white parking spaces established under Capitola Municipal Code Section 10.37.037 within these zones.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 12th day of March, 2015, by the following vote:

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



Dennis Norton, Mayor

ATTEST:

 Susan Sneddon, City Clerk CMC

Attachment: Resolution No. 4014 (1347 : Consider a Resolution to set Village Parking Limits)

RESOLUTION NO. 4031

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA BY RESCINDING RESOLUTION NO. 4014 AND ESTABLISHING PARKING TIME LIMITS WITHIN DESIGNATED PARKING METER ZONES

WHEREAS, Capitola Municipal Code Section 10.36.290 authorizes the City Council by Resolution, to limit the period of time in which a vehicle may be parked within a designated area of the street; and

WHEREAS, the time limits were last established by Resolution No. 4014 which was adopted in March 2015; and

WHEREAS, the City proposes extending the trial period where the parking time limit in the Village is moved to 3 hours.

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

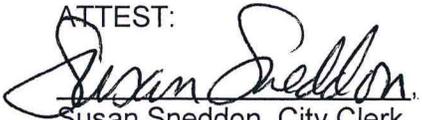
1. All previous resolutions that established time zones in the following areas shall be superseded by this Resolution; and
2. The following time limits shall be established in the parking meter zones:

Zone A1 (Village Area)	
May 1, 2015 to February 1, 2016	3 Hours
All other times	2 Hours
Zone A2 (Cliff Drive Area)	
	4 Hours on cliff side of Cliff Drive
	12 Hours on railroad side of Cliff Drive
Beach and Village Parking Lot	12 Hours
3. These time limits shall not apply to all green, yellow, or white parking spaces established under Capitola Municipal Code Section 10.37.037 within these zones.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 22nd day of October, 2015, by the following vote:

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


 Dennis Norton, Mayor

ATTEST:

 Susan Sneddon, City Clerk

Attachment: Resolution No. 4031 (1347 : Consider a Resolution to set Village Parking Limits)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Finance Department

SUBJECT: Receive the Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2015, and the Housing Successor Independent Financial Audit and Annual Progress Report

RECOMMENDED ACTION: Receive Reports.

BACKGROUND: State law requires the City to retain an independent audit firm to audit the City's financial statements and issue an opinion. For Fiscal Year 2014/2015, the City has again received an "unqualified" opinion, which indicates the auditor believes the financial statements are presented fairly. The Comprehensive Annual Financial Report (CAFR) for the City of Capitola for the year ended June 30, 2015.

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

DISCUSSION: The financial report presents the financial condition, results of operations, and current economic condition for the Fiscal Year ended June 30, 2015, for the City of Capitola and its component units. Financial information for the Successor Agency is presented as a separate Private Purpose Trust Fund within the CAFR.

The financial statements are audited "in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States." The independent audit firm of Rogers, Anderson, Malody, and Scott, Certified Public Accountants, has issued the following opinion on the City's financial records, found on page 1 of the CAFR: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Capitola, California, as of June 30, 2015, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America....In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole."

The Fiscal Year 2014/2015 CAFR (<http://www.cityofcapitola.org/finance/page/comprehensive-annual-financial-reports>) will be submitted to the Government Finance Officers' Association (GFOA) for the Excellence in Financial Reporting Award. The City's CAFR received this prestigious award for the last three fiscal years. The City has historically received the California Society of Municipal Finance Officers (CSMFO) Award for the Outstanding Financial Reporting consistency since 2000. Hard copies of the CAFR will also be available at City Hall.

Receive Comprehensive Annual Financial Report
January 28, 2016

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

The next opportunity to review the City’s financial picture, including updated revenue and expenditure forecasts, will be at the Midyear Budget Review during the February 25th City Council Meeting.

ATTACHMENTS:

1. Addendum to the Annual Progress Report, June 30, 2015

Report Prepared By: Mark Welch
Finance Director

**Housing Successor of the City of Capitola
Addendum to the Annual Progress Report
For Fiscal Year Ended June 30, 2015**



ROGERS, ANDERSON, MALODY & SCOTT, LLP
CERTIFIED PUBLIC ACCOUNTANTS, SINCE 1948

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**Independent Accountant's Disclaimer Report Applied to the Preparation of
the Addendum to the Annual Progress Report of the Housing Successor of
the City of Capitola**

To Management of the
Housing Successor of the City of Capitola
Capitola, California

We have prepared the accompanying Addendum to the Annual Progress Report ("Addendum to the APR") of the Housing Successor of the City of Capitola ("Housing Successor") as of June 30, 2015 and for the year then ended in accordance with the reporting provisions of the California Health & Safety Code Section 34176 as amended by Senate Bill 341 (Chapter 796, Statutes of 2013, effective January 2014) ("SB 341").

The accompanying Addendum to the APR of the Housing Successor of the City of Capitola ("Housing Successor") as of June 30, 2015 and for the year then ended was not subjected to an audit, review, or compilation engagement by us and, accordingly, we do not express an opinion, conclusion, nor provide any assurance on it.

This Addendum to the APR is intended solely for the information and use of management of the Housing Successor of the City of Capitola, and is not intended to be and should not be used by anyone other than this specified party.

Rogers Anderson Malody & Scott, LLP

San Bernardino, California
December 29, 2015

MEMBERS

American Institute of
Certified Public Accountants

*PCPS The AICPA Alliance
for CPA Firms*

*Governmental Audit
Quality Center*

California Society of
Certified Public Accountants

Attachment: Addendum to the Annual Progress Report, June 30, 2015 (1156 : Receive Comprehensive Annual Financial Report)

**Housing Successor of the City of Capitola
Addendum to the Annual Progress Report
For Fiscal Year Ended June 30, 2015**

- 1) **The amount deposited to the Low and Moderate Income Housing Asset Fund, distinguishing any amounts deposited for items listed on the Recognized Obligation Payment Schedule from other amounts deposited.**

The Housing Successor Fund received \$43,986 from use of money and property as of June 30, 2015. None of these amounts were deposited for items listed on the Recognized Obligation Payment Schedule

- 2) **A statement of the balance in the fund as of the close of the fiscal year, distinguishing any amounts held for items listed on the Recognized Obligation Payment Schedule from other amounts.**

The balance in the Housing Successor fund as of June 30, 2015 was \$89,143, none of which was held for items listed on the Recognized Obligation Payment Schedule.

- 3) **A description of expenditures from the fund by category, including, but not limited to, expenditures**

- a. **for monitoring and preserving the long-term affordability of units subject to affordability restrictions or covenants entered into by the redevelopment agency or the housing successor and administering the activities described in paragraphs (2) and (3) of subdivision (a),**

The Fund's expenditures related to this category as of June 30, 2015 were \$10,000 in grant administration and technical service, \$3,251 in program administration for the Emergency Housing Assistance Program and \$26,215 in rental assistance for the Emergency Housing Assistance Program.

- b. **for homeless prevention and rapid re-housing services for the development of housing described in paragraph (2) of subdivision (a), and**

The Housing Successor Fund had no expenditures related to homeless prevention and rapid re-housing services as of June 30, 2015.

- c. **for the development of housing pursuant to paragraph (3) of subdivision (a).**

The Housing Successor Fund had no expenditures related to the development of housing as of June 30, 2015.

- 4) **As described in paragraph (1) of subdivision (a), the statutory value of real property owned by the housing successor, the value of loans and grants receivable, and the sum of these two amounts.**

The Housing Successor Fund owned no real property as of June 30, 2015. The value of loans and notes receivable in the housing successor as of June 30, 2015 was \$3,675,262.

The sum of the statutory value of real property owned by the housing successor and the value of loans and notes receivable is \$3,675,262.

- 5) **A description of any transfers made pursuant to paragraph (2) of subdivision (c) in the previous fiscal year and, if still unencumbered, in earlier fiscal years and a description of and status update on any project for which transferred funds have been or will be expended if that project has not yet been placed in service.**

No transfers occurred between pursuant to paragraph (2) of subdivision (c) in the previous fiscal year or earlier fiscal years.

- 6) **A description of any project for which the housing successor receives or holds property tax revenue pursuant to the Recognized Obligation Payment Schedule and the status of that project.**

The Housing Successor Fund received no such property tax revenue as of June 30, 2015.

- 7) **For interests in real property acquired by the former redevelopment agency prior to February 1, 2012, a status update on compliance with Section 33334.16. For interests in real property acquired on or after February 1, 2012, a status update on the project.**

As of June 30, 2015, the Housing Successor Fund did not hold any property acquired prior to February 1, 2012.

As of June 30, 2015, the Housing Successor Fund did not hold any property acquired after February 1, 2012.

- 8) **A description of any outstanding obligations pursuant to Section 33413 that remained to transfer to the housing successor on February 1, 2012, of the housing successor's progress in meeting those obligations, and of the housing successor's plans to meet unmet obligations. In addition, the housing successor shall include in the report posted on its Internet Web site the implementation plans of the former redevelopment agency.**

As of June 30, 2015; the Housing Successor Fund did not have any outstanding obligations pursuant to Section 33413 that remained to be transferred to the housing successor on February 1, 2012.

9) The information required by subparagraph (B) of paragraph (3) of subdivision (a).

This item is not applicable to the Housing Successor until Fiscal Year Ended June 30, 2019.

10) The percentage of units of deed-restricted rental housing restricted to seniors and assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the previous 10 years in relation to the aggregate number of units of deed-restricted rental housing assisted individually or jointly by the housing successor, its former redevelopment agency, and its host jurisdiction within the same time period.

As of June 30, 2015, the percentage of units of deed-restricted rental housing restricted to seniors was 56%.

11) The amount of any excess surplus, the amount of time that the successor agency has had excess surplus, and the housing successor's plan for eliminating the excess surplus.

The Housing Successor Fund did not have any excess surplus as of June 30, 2015 or at any point during the fiscal year.



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: Public Works Department

SUBJECT: Consider a Resolution Endorsing the Investment Plan Developed by the Santa Cruz County Regional Transportation Commission for a 1/2-Cent Sales Tax Measure to be placed on the November 2016 Ballot

RECOMMENDED ACTION: Adopt Resolution.

BACKGROUND: After many years of debate and a new method of transportation planning, the Santa Cruz County Regional Transportation Commission (SCCRTC) is considering a ballot measure to meet the most pressing transportation needs in our community. For far too long potential solutions to address those regional transportation needs have been stymied by debates about particular projects. Today the SCCRTC is than looking at a multi-modal approach that will comprehensively address our transportation issues.

Starting in 2009, the SCCRTC pioneered the use of a framework known as the Sustainable Transportation Analysis and Rating System (STARS). With STARS, the SCCRTC worked to identify the goals, policies, and thus the projects and programs to achieve a more sustainable transportation system that will balance economic, environmental, and equity interests. In 2014, the SCCRTC adopted a Regional Transportation Plan (RTP) that for the first time utilized a set of metrics that to evaluate sustainability goals set out in the plan.

DISCUSSION: Included in the adopted 2014 RTP, was direction to join the 84% of Californians that live in "Self Help" transportation counties by pursuing methods to raise funds for the projects included in the plan. The upcoming ballot measure includes five primary areas of transportation investment: neighborhood projects, highway corridors, mobility access, rail corridor, and active transportation. This comprehensive and inclusive approach ensures that whatever mode of transportation a person uses, there would be support for enhancements that help get everybody moving.

After many community discussions about these investment areas, members of the Santa Cruz Area Chamber of Commerce and the Santa Cruz County Business Council funded a poll to determine support for a ballot measure. Support for a measure that included these five areas was over 71% after hearing arguments both for and against the measure.

In December 2015, after several months of discussion, the Commission voted on expenditure allotments for a future ballot measure in November 2016. The Transportation Investment Plan is a breakdown of those allotments. The benefits to Capitola are great: over \$129,000/year for

RTC Ballot Measure Support
January 28, 2016

local roads and local transportation improvements, around \$70M over 30 years for the Santa Cruz Metropolitan Transit District to particularly serve seniors and people with disabilities, three new auxiliary lanes on Highway 1 down to State Park Drive, \$68M to construct and maintain the Monterey Bay Sanctuary Scenic Trail, and funds for the Environmental Impact Report necessary to seriously consider the benefits and costs of rail/transit service options on the 32-mile rail line throughout the County.

The SCCRTC has done a lot of work to craft a measure that addresses the multi-modal and diverse needs of our community. Building on the framework in the RTP, the proposed Transportation Investment Plan helps move forward the extensive list of transportation infrastructure projects in our community. It is a strong plan that helps ease congestion, provide for alternative transportation, builds new transportation corridors, and supports our ongoing infrastructure needs. Therefore staff recommends the Council endorse the attached expenditure plan by passing the attached resolution and encourage the community to support the measure once it is placed on the ballot.

FISCAL IMPACT: As proposed, the ½-cent sales tax is projected to generate \$15 million per year with 30% of the revenue designated for Neighborhood Projects implemented by local agencies. Based on a revenue sharing plan proposed by the SCCRTC using 50% population and 50% road miles, the City of Capitola would receive an estimated \$129,000 annually. This funding would augment the Capital Improvement Program funding for street, pedestrian, bike, and safe routes projects.

ATTACHMENTS:

1. RTC Approved Investment Plan (PDF)

Report Prepared By: Steve Jesberg
Public Works Director



Jamie Goldstein, City Manager

1/21/2016

DRAFT RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA ENDORSING THE APPROVED TRANSPORTATION INVESTMENT PLAN FOR THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION'S 2016 BALLOT INITIATIVE

WHEREAS, the City of Capitola is represented on the Santa Cruz County Regional Transportation Commission (SCCRTC) along with representatives from each of the remaining three cities, the County of Santa Cruz and the Metropolitan Transit District and an ex-officio representative from Caltrans; and

WHEREAS, the SCCRTC is the entity responsible for undertaking long-term transportation planning for the entire Santa Cruz County including regional connectors through a regularly updated Regional Transportation Plan which identifies a severe funding gap between the extensive local transportation needs (\$5.7 billion) and projected revenue sources (\$2.8 billion) through the year 2035; and

WHEREAS, the most recent approved Regional Transportation Plan includes joining 85% of California's population to become a "Self Help County" by approving a ½ cent sales tax and, at a later date, a vehicle registration fee; and

WHEREAS, a ½ cent sales tax in Santa Cruz County would be paid by both residents and visitors and raise approximately \$15 million per year, conservatively generating about \$450 million over 30 years; and

WHEREAS, privately-funded polling to preliminarily test voter sentiments indicates: a level of support above the two-third majority requirement (70+% range) for a balanced and inclusive package of transportation projects to receive funds from a ½ cent sales tax for 30 years, strong constituencies for a range of transportation options, and lower levels of support for individual projects; and

WHEREAS, 83% of the SCCRTC board approved an Investment Plan at their December 3, 2015, meeting which includes five investment categories to appeal to voters in different parts of the county and those interested in using various modes of transportation; and

WHEREAS, the proposed Investment Plan helps move forward the long list of transportation infrastructure projects in our community and helps relieve congestion, provide for alternative transportation, build new transportation corridors, and support our ongoing infrastructure needs; and

WHEREAS, the Local Jurisdictions and other boards will take action to endorse the Transportation Investment Plan.

THEREFORE, BE IT RESOLVED BY THE CAPITOLA CITY COUNCIL:

1. Endorses the approved Transportation Investment Plan consisting of:

RTC Ballot Measure Support
January 28, 2016

- a. 30% for Neighborhood Projects - Eligible projects include: local street and road maintenance, safe routes to schools, bicycle/pedestrian projects and other neighborhood safety projects. Specific designated projects include: Highway 9 Corridor improvements and the Highway 17 Wildlife Undercrossing
 - b. 25% for Highway Corridors - Highway 1 projects (3 new pairs of auxiliary lanes, 2 bicycle/pedestrian overcrossings), Carpool/Vanpool/Traveler information programs, Safe on 17 projects, Freeway Service Patrol
 - c. 16% for Mobility Access - Accessible transportation primarily for seniors, people with disabilities and veterans
 - d. 15% for Rail Trail - Build new segments of the bicycle and pedestrian trail according to the approved Monterey Bay Sanctuary Scenic Trail Network Master Plan
 - e. 14% for Rail Corridor - Maintain track and structures, conduct environmental analysis for long term transit options in the corridor, contribution to Watsonville Junction/Pajaro station to connect with planned intercity rail services, maintain property
2. Encourage the community to support the measure once it's placed on the ballot.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 28th day of January, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

Transportation Investment Plan for Santa Cruz County



A 1/2-cent Transportation Sales Tax for 30 Years to be placed on the Nov 2016 ballot.

Objective: To increase access and mobility options, and decrease greenhouse gas emissions.

Requirement: Must be approved by 2/3 of Santa Cruz County voters

Adopted by the Regional Transportation Commission December 3, 2015.

	Percent of Total	Fund Allocation (millions of \$)	Lead Agencies
--	------------------	----------------------------------	---------------

Neighborhood Projects	30%	\$135	Local Jurisdictions (cities and county) for eligible projects
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Eligible Projects:

- Local Street/Road - Maintenance and Repair
- School Traffic Safety Projects
- Bike/Pedestrian Projects
- Neighborhood Safety - reduce speeding and cut-through traffic
- Operational Improvements (signal timing, intersection design, etc.)

Specific Designated Projects:

- Highway 9 Corridor Improvements
- Wildlife Undercrossing on Hwy 17

Highway Corridors	25%	\$113	Regional
--------------------------	------------	--------------	-----------------

- Highway 1 Corridor
 - 3 Auxiliary Lane projects: 41st Ave-Soquel Dr; Bay/Porter-Park; State Park-Park
 - 2 Bicycle/Pedestrian over-crossings
- Traveler Information and Transportation Demand Management - Cruz511; Carpool/Vanpool Programs
- Safe on 17 Program and Freeway Service Patrol

Mobility Access	16%	\$72	Service Providers
Elderly/Disabled/Veterans Paratransit			15% to SC Metro= \$ 2.25 M / year
			1% to Community Bridges= \$ 0.15 M / year

Active Transportation	15%	\$68	Regional
Monterey Bay Sanctuary Scenic Trail - capital Operations & Maintenance			

Rail Corridor	14%	\$63	Regional
Rail Corridor Maintenance and Repair - track, structures			
Environmental analysis of passenger train options			
Watsonville Junction/Pajaro Train Station			
Conduit for future Internet and/or utility lines			
Property Management			

Total	100%	\$450	
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Notes: (1) Total assumes \$15M/year for 30 years; no inflation in revenues or costs

(2) Finance costs included in the totals

(3) Administrative costs for the measure -- such as annual audit and reporting, program management and oversight committee staffing -- are included in the subtotals.

S:\BallotMeasure\2016\ExpPlan\RTCAApproved_InvestmentPlan_2016Jan.xlsx\Adopted Plan

Attachment: RTC Approved Investment Plan (1359 : RTC Ballot Measure Support)



CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 28, 2016

FROM: City Manager Department

SUBJECT: Community Based Health and Human Services Providers Program Fiscal Year 2016-2017 Application Process and Community Grant Ad-Hoc Group Recommendations

RECOMMENDED ACTION: (1) Adopt the recommendations of the Ad Hoc Subcommittee; and (2) Determine whether or not to allow new agencies or organizations to apply for the existing Community Based Health and Human Services Providers Program for Fiscal Years 2016-2017.

BACKGROUND: Each year the City Council makes a determination as to whether or not to allow new agencies or organizations to apply for funding for the Community Based Health and Human Services Providers Program (Program) for the following fiscal year. In 2014 the Council moved to a two-year grant cycle, and no new applications were accepted in 2015.

On January 24, 2014 City Council designated two City Council Members to review the Program. The subcommittee's initial recommendation was to move to a two-year grant cycle which was implemented beginning for Fiscal Year 2014/2015.

Due to the election and changes in the Ad-Hoc Subcommittee's membership, additional meetings were postponed until 2015. The City Council designated Council Members Ed Bottorff, Mike Termini, and City Treasurer Christine McBroom as members of the Subcommittee; Council Member Stephanie Harlan was selected as alternate member.

DISCUSSION: In 2015, the City did not accept any new applications since it was the second year of a two-year contract. The Program is currently providing funding to over 30 agencies/organizations. The Council will need to decide if they wish to open up the funding for Community Grants for Fiscal Year 2016/2017 and if it wishes to allow new Community organizations to apply. Last fiscal year the Council did not accept new applications, in part due to the two year grant cycle.

The Ad-Hoc Subcommittee met four times during 2015 and developed the following recommendations:

- Continue the two-year grant cycle.
- Separate the budgeting of the program from the allocation of funds.
 - Council determines the budget for the Program during budgeting process. (March-June).
 - Council reviews applications and award grants after the budget is approved. (August-Sept).
- Recommended the Program be budgeted at \$275,000 for Fiscal Years 2016/2017 and 2017/2018.

Community Grant Ad-Hoc Group Recommendations
January 28, 2016

With these recommendations the Sub Committee has completed their process, and the Committee will no longer meet. However, should City Council approve the recommended process for awarding future grants (budget in Spring and award in late Summer), the Council may wish to designate members to review grant applications at the conclusion of the budget hearings to make recommendations to the full City Council.

The opportunity to determine the actual amount of funding will occur during budget deliberations. This year the Community Grant application process will begin on January 25, 2016, and close on February 29, 2016.

FISCAL IMPACT: As proposed by the Sub Committee, the fiscal impact will be \$275,000 in Fiscal Years 2016/2017 and 2017/2018 if the Council adopts the Ad-Hoc Subcommittee's recommendations. The fiscal impact was \$269,763 in Fiscal Year 2014/2015 and \$277,316 in Fiscal Year 2015/2016

Report Prepared By: Larry Laurent
Assistant to the City Manager



Mark Welch, Finance Director

1/22/2016

Community Grant Ad-Hoc Group Recommendations
January 28, 2016