

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



REVISED

**CAPITOLA CITY COUNCIL
REGULAR MEETING**

THURSDAY, OCTOBER 22, 2015

7:00 PM

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

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. ADDITIONAL MATERIALS

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

A. Item 8.B.: Revised Attachment 3 (Bandstand Policy)

B. Item 8.C.: Communication from the public regarding the Climate Action Plan (CAP)

3. ADDITIONS AND DELETIONS TO AGENDA

4. 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.

5. 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.

6. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

- A. Consider an Appointment to the City's Traffic and Parking Commission
RECOMMENDED ACTION: Consider an appointment to the City's Traffic and Parking Commission to fill a vacancy for a Village Business Owner.

7. CONSENT CALENDAR

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

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

- A. Consider the October 8, 2015 Regular City Council Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Approval of City Check Register Reports Dated for September 4, September 11, September 18, and September 25, 2015
RECOMMENDATION: Approve Check Register Reports.
- C. Consider a Resolution to Extend the Three-Hour Village Parking Limits within Designated Parking Meter Zones in the Village, Zone A1, until February 1, 2016
RECOMMENDED ACTION: Adopt Resolution.
- D. Receive the Quarterly Financial Reports for the Fourth Quarter Budget and Third Quarter Sales Tax Report
RECOMMENDED ACTION: Receive reports.
- E. Consider Awarding a Contract for Street Striping Services
RECOMMENDATION: Award a contract to Safety Striping Service, Inc in the amount of \$29,836.00 for street striping services throughout the City.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
October 22, 2015

- F. Award a Contract to Michael Arnone and Associates for the Preparation of Construction Documents for the Rispin Park

RECOMMENDED ACTION: Take the following actions:

1. Award a contract to Michael Arnone and Associates in the amount of \$61,885 for the preparation of Rispin Park Construction Documents;
2. Select Design Option 1 for the Wharf Road wall which includes modification of the existing wall to improve visibility and public safety;
3. Select Design Option 1 for the amphitheater location and direct staff to return with the documentation as necessary to allow construction of the amphitheater as proposed.

- G. Receive Report Regarding Public Works Staff Augmentation to Assist in Reducing Backlog of the City's Capital Improvement Projects

RECOMMENDED ACTION: Accept report.

8. 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. Provide Report on City's Preparation for Potential El Niño Activity

RECOMMENDED ACTION: Accept report and provide direction.

- B. Consider an Amendment to the Administrative Policy Governing the Capitola Bandstand Policy

RECOMMENDED ACTION: Consider an amendment to the Capitola Bandstand Policy relative to Community use policies and procedures and provide direction.

- C. Consider a Resolution Adopting the Climate Action Plan

RECOMMENDED ACTION: Adopt Resolution approving the Addendum to the General Plan Update Environmental Impact Report and adopt the Climate Action Plan.

9. 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
October 22, 2015

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.

ATTACHMENT 3 (REVISED Draft V-7 Bandstand Community Use Policy)



ADMINISTRATIVE POLICY

Number: V-7
Issued: April 12, 2007
Jurisdiction: City Council

CAPITOLA BANDSTAND
Community Use Policies and Procedures

I. PURPOSE:

The purpose of the Capitola Bandstand Administrative Policy is to establish specific policies and procedures for use of the facility by the community. An informational handout, which contains the policies and procedures of this Administrative Policy (Attachment 1), will be provided to persons interested in using the Bandstand.

II. FACILITY DESCRIPTION:

The Bandstand is located at Esplanade Park overlooking Capitola Beach and the Monterey Bay National Marine Sanctuary. The Bandstand facility consists of the following:

- 600 square foot covered stage
- 2,000 square foot plaza
- Electrical connections: 6-20 amp dedicated circuits, u-ground receptacles located on back wall of stage and above the Bandstand on the roof trusses
- Restroom facilities are available adjacent to facility
- Bandstand is accessible to persons with disabilities
- No existing seating structures
- No sound amplification equipment provided

III. POLICY:

A. Availability, Booking & General Use Information:

The Bandstand is owned and operated by the City of Capitola and is available for use by the public upon approval of a Special Events Permit.

- 1) All events, other than those activities that qualify - under open play, held on the Bandstand are required to have an approved Special Event Permit (SEP). Applications are available on the city's website at www.ci.capitola.ca.us, or by calling the Capitola Police Department at (831) 475-4242. The SEP application contains all the necessary information for scheduling an event, including requirements for security, amplified sound, entertainment permit, insurance, parking, alcohol, food, etc. A separate SEP is required for each event to be booked.
- 2) Advanced booking is required through the Capitola Police Department. Applicants must call the Police Department to determine availability for tentative scheduling prior to submitting the SEP application.

Communication: Item 8.B.: Revised Attachment 3 (Bandstand Policy) (ADDITIONAL MATERIALS)

- 3) Special Event Permit applications must be submitted no later than 60 days prior to an event.
- 4) Bandstand availability is dependent upon City events, prior approved City-sanctioned events, and the *Capitola Beach Company lease agreement (see note below).
- 5) Days & Hours of Use: The Bandstand is available any day of the week between the hours of 9:00 am to 8:00 pm.
- 6) NO ALCOHOL PERMITTED without prior City Council permission.
- 7) Reserved use of the Bandstand must accommodate public access to the upper Esplanade Park, the Public Restrooms and the Beach.
- 8) The Bandstand can be reserved for Private Events, but the park area cannot be closed to the public.
- 9) No parking of vehicles on Esplanade Park is allowed except when delivering equipment.

***NOTE: Capitola Beach Company:** The Capitola Beach Company operates a beach equipment rental business adjacent to the Bandstand from April through September. The hours of operation for the business are from 10:00 a.m. to 6:00 p.m. Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

B. Equipment & Clean-Up

- 1) Any equipment needed for an event will be the responsibility of the user, including tables, chairs, audio-visual equipment, etc.
- 2) Equipment cannot block the entrance roads, nor should it impede public access.
- 3) The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand.
- 4) The user must set up their equipment and remove all equipment immediately after the event. Users are responsible for all clean up.

C. Fees and Deposits

The bandstand rental fee shall be established in the adopted City Fee Schedule.

The following fees and deposits apply for use of the Bandstand:

- ~~1) 4 hours \$210150 fee and \$1500 refundable deposit~~
- ~~2) All day \$630300 fee and \$1500300 refundable deposit~~
- 3) In addition to the rental fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager/Designee.

D. Open Play

The Bandstand is available for open play by groups and/or individuals on Saturday's and Sunday's only on a first come first serve basis. During open play, no Special Event Permit is required. The hours for open play is between 9:00 a.m. and 12:00 p.m. (noon).

Those groups or individuals who desire to use the Bandstand during open play hours may only use the facility for no more than one hour when others are waiting. Those activities and/or events that are pre-approved with a special event permit or a city sponsored event have precedence.

The following activity is not permitted during open play hours:

- 1) Distribution of materials
- 2) Solicitation
- 3) Amplification
- 4) Percussion instruments (drums)
- 5) Hanging of banners or billboards
- 6) Hate speech
- 7) Public trade or exchange of goods or services.

While open play would be free, the City would reserve the right to revoke a person(s) or group(s) privileges for any violations listed above and would be complaint driven.

Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

ED. Exceptions to Bandstand Policy

Any exceptions or waivers to these policies must be approved by the City Council.

— Approved and authorized by the City Council on October 22,

2015 April 12, 2007.

Rieh Hill Jamie Goldstein, City Manager

Attachment 1: Bandstand Informational Handout



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

CAPITOLA BANDSTAND

Community Use Policies and Procedures

Thank you for your interest in reserving the Capitola Bandstand located at Esplanade Park overlooking Capitola Beach and the Monterey Bay National Marine Sanctuary. The Bandstand is owned and operated by the City of Capitola and is available for use by the public upon approval of a Special Events Permit. The following information is provided to assist you in scheduling an event at the Bandstand and general site rules for the facility.

Availability, Booking & General Use Information:

- 1) All events held on the Bandstand are required to have an approved Special Event Permit (SEP). Applications are available on the city's website at www.ci.capitola.ca.us, or by calling the Capitola Police Department at (831) 475-4242. The SEP application contains all the necessary information for scheduling an event, including requirements for security, amplified sound, entertainment permit, insurance, parking, alcohol, food, etc. A separate SEP is required for each event to be booked.
- 2) Advanced booking is required through the Police Department at (831) 475-5935. Applicants must call the Police Department to determine availability for tentative scheduling prior to submitting the SEP.
- 3) Special Event Permit applications must be submitted no later than 60 days prior to an event.
- 4) Bandstand availability is dependent upon City events, prior approved City-sanctioned events, and the *Capitola Beach Company lease agreement (see note below).
- 5) Days & Hours of Use: The Bandstand is available any day of the week between the hours of 9:00 am to 8:00 pm.
- 6) NO ALCOHOL PERMITTED WITHOUT PRIOR CITY COUNCIL PERMISSION.
- 7) Reserved use of the Bandstand must accommodate public access to the upper Esplanade Park, the Public Restrooms and the Beach.
- 8) The Bandstand may be used for Private Events, but the park area cannot be closed to the public.
- 9) No parking of vehicles on Esplanade Park is allowed except when delivering equipment.
- 10) Any exceptions or waivers must go to the City Council

***NOTE: Capitola Beach Company:** The Capitola Beach Company operates a beach equipment rental business adjacent to the Bandstand from April through September. The hours of operation for the business are from 10:00 a.m. to 6:00 p.m. Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

Facility Description:

- 600 square foot covered stage
- 2,000 square foot plaza
- Electrical connections: 6-20amp dedicated circuits, u-ground receptacles located on back wall of Bandstand and above the stage on the roof trusses
- Restroom facilities are available adjacent to facility
- Bandstand is accessible to persons with disabilities
- No existing seating structures
- No sound amplification equipment provided
- No parking of vehicles on the Esplanade Park except when delivering equipment.

Equipment & Clean-Up

Any equipment needed for an event will be the responsibility of the user, including tables, chairs and audio-visual equipment. Equipment cannot block the entrance roads, nor should it impede public access. The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand. The user must setup their equipment and remove all equipment immediately after the event. Users are responsible for ALL clean up.

Fees/Deposits:

The bandstand rental fees shall be established in the City's adopted Fee Schedule.

~~The following fees and deposits apply for use of the Bandstand:~~

~~1) 4 hours \$210150 fee & \$1500 refundable deposit~~

~~2) All day \$630300 fee & \$1500300 refundable deposit~~

~~3) In addition to the rental fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)~~

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager.

For more information or to rent the Bandstand, please contact the Capitola Police Department at (831) 475-4242

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

From: sully@cruzio.com
Sent: Thursday, October 22, 2015 3:59 PM
To: City Council
Cc: Grunow, Rich (rgrunow@ci.capitola.ca.us); Uharriet, Danielle (duharriet@ci.capitola.ca.us)
Subject: Climate Action Plan- Mayor & City Council Members

22 October 2015

Hello and Good Day Mayor and City Council Members:

I am writing as the Chair of the Commission on the Environment (COE) in support of the Climate Action Plan (CAP), including the City's efforts to reduce greenhouse gas emissions, enhance our green building standards, have robust targets and timetables, and to have point of sale energy retrofits/audits.

As you know, environmental, social, and economic sustainability is a theme and guiding principle throughout our General Plan. We need a robust CAP to do our part as a City to assist in mitigating the effects of climate change. I do know that an effective CAP will be important in ensuring the City's vitality moving forward in the 21st Century.

We have a strong history in Capitola in contending with the climate crisis. As you may recall, past and present Capitola Councils have voted to include and interweave sustainability into the General Plan. Additionally, past Mayors and Councils have also adopted the Urban Accords and the U.S. Mayors Climate Protection Agreement.

I do worry about present and future generations of Capitola and all citizens of this great planet and I spend my life working to ensure that they will have a better quality of life; a robust CAP will help to work toward this reality. Moreover, our efforts with the CAP will hopefully help to brand Capitola as a sustainable city where the economy prospers, where visitors amass, and where the community grows even more vibrant.

Thank you for your time. I appreciate your dedication in helping to make Capitola an even better place to live. Your great, great, great, great, great grandchildren will thank you too.

Kindly,

Kristin Jensen Sullivan
Chair, Commission on the Environment

Communication: Item 8.C.: Communication from the public regarding the Climate Action Plan (CAP) (ADDITIONAL MATERIALS)



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: City Manager Department

SUBJECT: Consider an Appointment to the City's Traffic and Parking Commission

RECOMMENDED ACTION: Consider an appointment to the City's Traffic and Parking Commission to fill a vacancy for a Village Business Owner.

BACKGROUND/DISCUSSION: Currently there is a vacancy for a Village Business Owner on the Traffic and Parking Commission. The term for this appointment ends in December 2016. Staff conducted recruitment for this vacancy beginning September 10, 2015 and was listed as "Open until Filled" (Attachment 1). To date, one application has been received from Willie Case (Attachment 3).

ATTACHMENTS:

1. Application from Willie Case
2. Traffic & Parking Commission Roster
3. Traffic & Parking Recruitment Notice

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

10/16/2015



OCT 02 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
- Other Committee _____

Name: CASE Last WILLIE First

Residential Neighborhood: _____

Occupation: RESTAURANT OWNER WHARF HOUSE & BRACH STREET CAFE

Describe your qualifications and interest in serving on this Board/Commission/Committee:
BUSINESS OWNER ON THE WHARF FOR 27 YEARS HAVE PARTICIPATED IN NUMEROUS CHAMBER ACTIVITIES, WAS A CHARTER FOUNDER AND MEMBER OF THE B.I.A. WHILE ONE OF MY ADDRESSES IS OUT OF THIS IMMEDIATE AREA I DO SPEND 90% OF MY TIME HERE
(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.

10/1/15
Date

Willie Case
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: Application from Willie Case (1214 : Traffic & Parking Appointment)



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

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

NAME	APPOINTEE	ADDRESS & PHONE NUMBER & EMAIL	DATE APPOINTED	TERM EXPIRES
Margaret Kinstler	Village Resident	2305 Old San Jose Rd Soquel, CA 95073 (H) 831-476-1370 (C) 831-566-3294 Email: mmkinstler@aol.com	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16
James Steven Ross	Village Resident	218 El Camino Medio Capitola, CA 95010 (H) 831-464-2091 (C) 408-206-5980 (W) 408-779-3633 Email: eagledog41@yahoo.com	2/14/13 1/8/15	12/31/16
Carin Hanna	Village Business Owner	650 37th Avenue Santa Cruz, CA 95062 (H) 831-475-4724 (C) 831-251-6230 (W) 831-475-4466 Email: carinhanna@aol.com	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16

Attachment: Traffic & Parking Commission Roster (1214 : Traffic & Parking Appointment)

TRAFFIC & PARKING COMMISSION • CURRENT MEMBERS

NAME	APPOINTEE	ADDRESS & PHONE NUMBER & EMAIL	DATE APPOINTED	TERM EXPIRES
Vacant	Village Business Owner			
Ron Graves	Harlan Appointee	420 Riverview Avenue Capitola, CA 95010 (H) 831-475-3567 Email: fishsweetheart@netzero.com	5/14/15	12/31/16
Molly Ording	Bertrand Appointee	218 Monterey Avenue Capitola, CA 95010 (H) 831-475-7284 (C) 831-334-5559 Email: mollyording@yahoo.com	5/14/09 12/09/10 1/10/13 1/8/15	12/31/16
Ron Burke	Norton Appointee	1525 47 th Avenue Capitola, CA 95010 (H) 831-477-0446 (C) 831-359-7778 Email: rburke477@gmail.com	1/8/15	12/31/16
Mike Lee	Bottorff Appointee	850 Park Avenue #5A Capitola, CA 95010 (H) 831-854-2342 (C) 925-876-0251 Email: michaelalee303@yahoo.com	1/8/15	12/31/16

Attachment: Traffic & Parking Commission Roster (1214 : Traffic & Parking Appointment)

TRAFFIC & PARKING COMMISSION • CURRENT MEMBERS

NAME	APPOINTEE	ADDRESS & PHONE NUMBER & EMAIL	DATE APPOINTED	TERM EXPIRES
Nels Westman	Termini Appointee	507 Riverview Drive Capitola, CA 95010 (H) 831-462-4362 (C) 831-566-9370 Email: nels@bestwestman.com	5/14/09 12/9/10 1/10/13 1/8/15	12/31/16
TJ Welch	Planning Commission Representative	410 Escalona Drive Capitola, CA 95010 (H) 831-332-1661 (C) 209-743-7198 (W) 510-618-3490 noworries4TJ@mac.com	5/7/15	12/31/16

Staff Representative:

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

Revised: 9/8/15 ss



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

**APPLICATIONS FOR APPOINTMENT TO:
 Capitola Traffic & Parking Commission**

NOTICE IS HEREBY GIVEN, that there is one (1) seat on the Capitola Traffic & Parking Commission for a term that will expire in December 2016.

(1) Village Business Owner

The City Council is seeking applications from persons who are interested in participating in the development of short, medium, and long-term plans that address traffic and parking demands in Capitola Village by considering citywide traffic and parking improvements for consideration by the City Council. Regular meetings of the commission are held on the second Wednesday of every other month at 6:30 p.m., in the Council Chambers at Capitola City Hall. Specific questions regarding the commission may be directed to the City's staff representative, Steven Jesberg, Public Works Director, at 475-7300, Ext. 217, or by email at sjesberg@ci.capitola.ca.us.

Upon review of applications received, it is anticipated that the Mayor and the City Council will make an appointment at a Regular Meeting of the City Council.

Application Deadline: Open until filled.

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/ Traffic and Parking Commission OR go to www.cityofcapitola.org/bc. Select the Traffic and Parking 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 September 9, 2015.

Dated: September 9, 2015

Susan Sneddon
 City Clerk



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: City Manager Department

SUBJECT: Consider the October 8, 2015 Regular City Council Minutes

RECOMMENDED ACTION: Approve minutes.

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

ATTACHMENTS:

1. Draft October 8, 2015 City Council Minutes

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

10/16/2015

DRAFT
CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, OCTOBER 8, 2015

CLOSED SESSION - 6:00 PM
CITY MANAGER'S OFFICE

CALL TO ORDER

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

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

Schroedel et al. v. the City of Capitola
[Santa Cruz Superior Court Case No. CV 175684]

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code §54957)

City Council's Performance Evaluation of the City Manager

Mayor Norton noted that there was no one in the audience; therefore, the City Council recessed at 6:02 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 Dennis Norton: Present, Vice Mayor Ed Bottorff: Present, Council Member Jacques Bertrand: Present, Council Member Stephanie Harlan: Present, Council Member Michael Termini: Present.

City Treasurer McBroom was present.

2. PRESENTATIONS

Proclamation was read by Mayor Norton regarding Freedom from Workplace Bullies Week.

- A. Proclamation Designating October 18-24, 2015, as "Freedom from Workplace Bullies Week"

Proclamation received by Cristy Viola, Workplace Bullying Representative.

3. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the Council discussed one case regarding existing litigation; and the City Manager's performance evaluation; there was no reportable action.

4. ADDITIONAL MATERIALS

City Clerk Sneddon stated that 40 communications were received regarding Item 10.A. possible Bike Lanes on Monterey Avenue and Kennedy Drive.

5. ADDITIONS AND DELETIONS TO AGENDA

None provided.

6. PUBLIC COMMENTS

Helen Bryce, local resident, complimented the Monte Foundation for the upcoming fireworks extravaganza in Capitola.

Lorena Ramos, County of Santa Cruz Health Services Agency Health Educator, provided "No Smoking" signage.

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Christine McBroom reported that the Finance Advisory Committee (FAC) is reviewing the City's Fee Study; the FAC will present recommendation to the City Council in the near future.

City Manager Goldstein reported from the Santa Cruz County Library Facilities Financing Authority; there have been ongoing discussions regarding a Regional Bond Measure. There will be more telephone polling to solicit community sentiment. The final decision to place a bond measure on the ballot will be made the end of October 2015.

Council Member Termini invited the community to an October 28th Workshop to help design the future Capitola Library. The Community Workshop will be held at 6:30 p.m. and will be held in the Capitola Community Center located at 4400 Jade Street.

Council Member Bottorff stated that the Capitola Public Safety and Community Services Foundation will hold its 10th Annual Golf Tournament on October 9, 2015, at the Seascape Golf Course.

Mayor Norton stated that the City Council will receive a report at the October 22, 2015, City Council meeting regarding the City's preparedness for the predicted El Niño weather pattern that may affect the region this winter.

Council Member Bertrand stated that he attended the National Village-to-Village Convention in Seattle October 5th – October 7th; he will be providing more information to the City Council in the future.

Council Members Bertrand and Harlan provided comments regarding the recently attended League of California Cities Annual Conference.

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

City Clerk Sneddon reported on future openings on various City Boards and Commissions

9. CONSENT CALENDAR

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff, Vice Mayor
SECONDED:	Michael Termini, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

A. Consider the September 10, 2015, and the September 24, 2015, Regular City Council Minutes
RECOMMENDED ACTION: Approve minutes.

B. Receive Planning Commission Action Minutes for the Regular Meeting of October 1, 2015

Attachment: Draft October 8, 2015 City Council Minutes (1221 : October 8, 2015 City Council Minutes)

RECOMMENDED ACTION: Receive minutes.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

City Attorney Condotti stated Council Member Bertrand is able to participate in Item 10.A. even though he resides within the conflict of interest area because the California Fair Political Practices Commission "Public Generally" exception applies. This exception states that "notwithstanding any determination that the reasonably foreseeable effect of a governmental decision is material, a public official does not have a disqualifying conflict of interest in the governmental decision if the governmental decision affects the public interest in a manner which is not distinguishable from the manner in which the decision will affect the public generally...."

- A. Receive a Report Regarding Possible Bike Lanes on Monterey Avenue and Kennedy Drive [940-18]

RECOMMENDED ACTION: Receive report and provide direction.

Council Member Termini suggested keeping both sides of the street for parking and moving the parking on one side of the street out from the curb, and putting a two-way bike lane between the parked cars and the curb.

The following spoke in favor of bike lanes on Monterey Avenue and Kennedy Drive:

- Debbie Hale, Transportation Planner
- Amelia Conlen, Bike Santa Cruz County Director
- Chuck Cannon, Ecology Action Representative
- Christy McCain, New Brighton Middle School Bike-to-School Coordinator
- Steve Piercy, New Brighton School Bike Club Volunteer Coordinator

The following spoke opposed to bike lanes on Monterey Avenue and Kennedy Drive:

- Casey Buckner
- Laurie Salatich, Capitola Knolls Homeowners Association President
- Dan Steingrube
- Adam Bright
- Janet Vogel

Grace Voz, local resident, read a portion of the CalTrans Highway Design Guidelines in reference to bicycle lanes should not be placed between parking areas and the curb.

Casey Buckner, local resident, stated that the City should follow the CalTrans Highway Design Guidelines regarding bicycle lanes.

Mary Jones, local resident, stated concerns regarding the potential impact to the neighborhoods if parking is reduced. She stated that single residences are becoming multi-residential units which results in more parked cars.

Elizabeth Russell, local resident, suggested that the City put a bicycle path on Park Avenue.

Kevin McGuire, local resident, stated concerns regarding the potential impact to the neighborhoods if parking is reduced and concerns regarding residents having to cross two lanes of traffic.

Richard Lippi, local resident, stated that he is in favor of bicycle lanes wherever feasible; however he does not see how the complete elimination of parking along the south sides of

Monterey Avenue and Kennedy Drive can be accomplished without creating unintended consequences for the residents and visitors to the area.

Steve Parrish, local resident, stated concerns with garbage cans along the road during the pick-up time. In addition, he stated that RV's take up parking spaces in the summer when parked on the north side in front of the Capitola Knolls.

Nels Westman, local resident, stated concerns regarding the possibility of losing 99 parking spaces in a residential neighborhood. He expressed concerns regarding the absence of sidewalks on Kennedy Drive and McGregor Drive approaching the Park Avenue Intersection near McGregor Park.

Cathy Howard, local resident, stated concerns regarding the potential impact to the neighborhoods if parking is reduced, and concerns regarding residents crossing two lanes of traffic.

Helen Bryce, local resident, suggested pedestrian and bicycle path improvements to McGregor Park.

Janet Vogel, local resident, suggested Park Avenue be looked at as a potential location for designated bicycle lanes. She suggested working with middle school students to obtain their input. In addition, she suggested forming a community group to research this idea, and consider the Monterey Bay Sanctuary Scenic Trail (Rail Trail) segment in the City to connect routes to schools.

Council Member Bertrand suggested that a community meeting be scheduled at New Brighton Middle School Gymnasium to discuss this matter.

City Council provided direction to Public Works Director Jesberg to come up with some plans and have a public meeting.

- B. Consider Recommended Changes to the Beach and Village Parking Lot [470-40]
RECOMMENDED ACTION: Approve the recommended changes to the Beach and Village Parking lots and direct Public Works to implement the changes over the winter.

Richard Lippi stated police vehicle spaces should be marked "Police" so police officers have the advantage of parking near the front of Lower Pacific Cove Parking Lot.

Nels Westman, Capitola Parking and Traffic Commission Chair, stated that the Commission supports staff's recommendation regarding the proposed changes to the Beach and Village Parking Lot.

Mayor Norton suggested that the City should designate spaces in the City's parking lot in front of City Hall for City use only from 8:00 a.m. to 5 p.m.

Public Works Director Jesberg suggested putting a time limit of one-hour parking on the public spaces in front of City Hall instead of the current two hour parking limit.

RESULT:	ADOPTED AND FOR STAFF TO EVALUATE THE CHANGES TO THE BEACH AND VILLAGE PARKING LOT AND REPORT BACK TO COUNCIL THE END OF THE SUMMER IN 2016 [UNANIMOUS]
MOVER:	Jacques Bertrand, Council Member
SECONDED:	Michael Termini, Council Member
AYES:	Norton, Bottorff, Bertrand, Harlan, Termini

Attachment: Draft October 8, 2015 City Council Minutes (1221 : October 8, 2015 City Council Minutes)

- C. Consider approving the Regional Winter Shelter Program Funding Shortfall [330-10/750-20]
RECOMMENDED ACTION: Increase funding for the Multi Jurisdictional Emergency Winter Shelter Program from \$14,703 to \$20,473 for Fiscal Year 2015/2016.

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

11. ADJOURNMENT

Meeting adjourned at 9:15 PM.

Dennis Norton, Mayor

ATTEST:

Liz Nichols, Deputy City Clerk

Attachment: Draft October 8, 2015 City Council Minutes (1221 : October 8, 2015 City Council Minutes)



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Finance Department

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

RECOMMENDATION: Approve Check Register Reports.

BACKGROUND: Check Registers are attached for:

Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
09/04/2015	81542	81598	149	\$245,472.85
09/11/2015	81599	81666	76	\$287,856.36
09/18/2015	81667	81720	153	\$222,307.43
09/25/2015	81721	81761	47	\$234,114.28

The check register of August 28, 2015 ended with check #81531.

The following checks were voided due to printer problems: #81532-41.

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
81594*	Folsom Lake Ford	PD	2016 Ford Explorer	\$27,736.61
81604	Atchison Barisone & Condotti	CM	City Attorney Services - August	\$16,191.52
81652	Soquel Creek Water District	CM	July/August water usage	\$16,257.66
eft161	IRS	CM	Federal income tax 8/29	\$22,917.34
eft166	CalPERS Health Insurance	CM	PERS Health Sept 2015	\$59,892.26
eft167	CalPERS Member Services	CM	PERS contributions PPE 8/15	\$46,292.47
eft168	CalPERS Member Services	CM	PERS contributions PPE 8/29	\$45,843.99
81671	Bear Electrical Solutions Inc.	CM	Aug 2015 Signal Maintenance	\$17,311.00
81695	SCC Auditor-Controller	PD	Aug 2015 citation surcharges	\$17,352.50
81721	ICMA Retirement Trust	CM	Sept 2015 ICMA contributions	\$10,970.02
81730	Earthworks Paving	PW	Rispin Park Pathway - Phase 1	\$41,148.00
eft172	IRS	CM	Federal income tax PPE 9/12	\$24,714.54
eft174	CalPERS Member Services	CM	PERS contributions PPE 9/12	\$45,971.25
eft175	CalPERS Health Insurance	CM	PERS Health Oct 2015	\$59,892.26

*Original checked voided due to a wrong address.

ATTACHMENTS:

Approval of City Check Register Reports
October 22, 2015

1. City Check Register 9-04-15
2. City Check Register 9-11-15
3. City Check Register 9-18-15
4. City Check Register 9-25-15

Report Prepared By: Maura Herlihy
Account Technician



Jamie Goldstein, City Manager

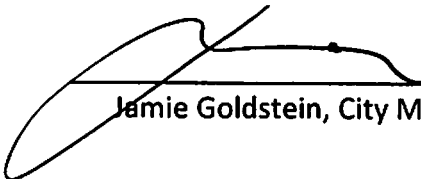
10/2/2015

Checks dated 9/4/15, numbered 81542 to 81598, plus 1 EFTs, plus 14 Payroll checks numbered 4597 to 4610, plus 80 Payroll EFTs, for a total disbursement of \$245572.85, have been reviewed and authorized for distribution by the City Manager.

As of 8/28/2015 the unaudited cash balance is \$4,380,279.80.

	<u>Net Balance</u>
General Fund	987,759
Payroll Payables	228795.89
Contingency Reserve Fund	1,803,946
PERS Contingency Fund	-
Facilities Reserve Fund	159,870
Capital Improvement Fund	724,386
Stores Fund	15,569
Information Technology Fund	130,466
Equipment Replacement	124178.17
Self Insurance Liability Fund	(7,677)
Worker's Comp. Ins. Fund	221,857
Compensated Absences Fund	<u>(8,870)</u>
TOTAL UNASSIGNED GENERAL FUNDS	\$4,380,279.80

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



 Jamie Goldstein, City Manager

09/04/2015

 Date

 Christine McBroom, City Treasurer

 Date

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transacti Amo</u>
81542	08/29/2015	Reconciled		08/31/2015	Accounts CAROLYN FLYNN	\$5,985
	Invoice		Date	Description		Amount
	cbf72015		07/31/2015	Affordable Housing Program Management		\$945.00
	cbf72015cdbg		08/03/2015	CDBG Program grant oversight and		\$5,040.00
				1000 - General Fund		\$945.00
				1350 - CDBG Grants		\$5,040.00
81543	08/31/2015	Open			Accounts ADAMS ASHBY GROUP, LLC	\$960
	Invoice		Date	Description		Amount
	1471		08/03/2015	general administration, calls, draft sample,		\$960.00
				1350 - CDBG Grants		
81544	08/31/2015	Open			Accounts COMMUNITY ACTION BOARD	\$3,226
	Invoice		Date	Description		Amount
	June2015		06/30/2015	June 2015 Emergency Housing Assistance		\$3,226.34
				5552 - Cap Hsg Succ- Program Income		
81545	08/31/2015	Open			Accounts HOME DEPOT CREDIT	\$881
	Invoice		Date	Description		Amount
	0174383		07/28/2015	Curb painting supplies		\$36.91
	5607643		07/30/2015	Lag screws		\$11.69
	69680000119693		08/03/2015	respirator, laser level, wire kit		\$141.85
	26000000580019		08/04/2015	48" Digital level		\$172.12
	696800000505487		08/10/2015	Irrigation supplies		\$8.19
	69680001811835		08/11/2015	stakes, level, PVC slide repair coupling		\$54.76
	69680002296135		08/12/2015	Concrete supplies		\$132.04
	69680000515247		08/13/2015	Rebar		\$110.74
	69680000163972		08/17/2015	Sandpaper		\$9.68
	69680005702923		08/18/2015	PVC union, Coupling, ball valve, marker		\$56.35
	69680001248459		08/18/2015	Return: 24"Diglevel		(\$64.92)
	69680001331339		08/13/2015	Return: Rebar		(\$72.58)
	696800000231100		08/17/2015	Plumbing for Cortez		\$22.84
	69680000165480		08/18/2015	Drinking fountain		\$66.96
	0234153		08/18/2015	Rake		\$16.21
	69680000173617		08/20/2015	Painting supplies		\$109.93
	69680005867817		08/20/2015	Plumbing supplies		\$25.79
	69680005870779		08/21/2015	Misc.		\$43.30
				1000 - General Fund		\$799.72
				1311 - Wharf Fund		\$82.14
81546	08/31/2015	Open			Accounts MID COUNTY AUTO SUPPLY	\$115
	Invoice		Date	Description		Amount
	430390		07/23/2015	Sockets		\$22.27
	430998		07/29/2015	Refund - Filter Kit: B144		(\$30.30)
	431817		08/05/2015	hose clamps		\$38.28
	431823		08/05/2015	antifreeze x4		\$71.78
	431670		08/04/2015	oil filter		\$13.11

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transacti Amo</u>
81547	08/31/2015	Open			Accounts MISSION LINEN SUPPLY	\$503
	Invoice		Date	Description		Amount
	5000608847		07/29/2015	Roll Towel, soap, coverals, linen maintenance		\$66.23
	500699392		08/12/2015	Roll towel, soap, coveral, linen maintenance		\$66.23
	500652901		08/05/2015	Mats, roll towels, soap, coveralls, linen		\$87.61
	500741768		08/19/2015	mats 8/19/15		\$43.50
	500652900		08/05/2015	Towels, Jacket, Linen service, coverals		\$30.46
	500741780		08/19/2015	towels, jacket, coveral, linen service		\$30.46
	500699391		08/12/2015	towels, jacket, coverall, linen service		\$30.46
	500699380		08/12/2015	mop, mats		\$60.87
	500741781		08/19/2015	linen service, mats, towels, coverals		\$87.61
81548	08/31/2015	Open			Accounts ORCHARD SUPPLY	\$1,462
	Invoice		Date	Description		Amount
	6008-1141129		07/28/2015	Fertilizer		\$24.77
	6008-1141406		07/30/2015	Glue		\$80.52
	6007-3522594		07/30/2015	City Hall fence		\$29.19
	6011-296491		07/30/2015	Razor blades		\$10.32
	6009-420155		07/30/2015	Washers		\$6.70
	6013-3521354		07/31/2015	Plumbing supplies		\$19.24
	6009-3390254		07/31/2015	Plumbing supplies		\$5.95
	6013-1112860		08/04/2015	Locktite		\$8.25
	6013-298618		07/21/2015	Misc.		\$20.64
	6014-8192090		07/23/2015	Trash cans		\$130.11
	6008-3371738		08/03/2015	Plumbing supplies		\$13.19
	6011-3387327		08/03/2015	Misc.		\$5.96
	6013-1112744		08/04/2015	Misc.		\$6.80
	6007-3523539		08/04/2015	Shovels		\$105.32
	6007-3523606		08/04/2015	Replacement tools for Matt		\$491.05
	6008-8192235		08/08/2015	Graffiti supplies		\$21.59
	6008-8192236		08/08/2015	Irrigation supplies		\$10.31
	6013-1444034		08/08/2015	Irrigation supplies		\$4.09
	6013-1444570		08/10/2015	Drillbit		\$4.64
	6009-292874		08/11/2015	Tarps		\$61.97
	6007-6665166		08/13/2015	Saw blade		\$7.22
	6007-6665220		08/13/2015	Misc.		\$21.63
	6011-7779466		08/14/2015	Graffiti		\$9.27
	6013-1446506		08/17/2015	Graffiti		\$23.84
	6011-3370135		08/17/2015	Misc.		\$17.02
	6014-1143678		08/17/2015	Batteries		\$15.48
	6013-293787		08/07/2015	Misc.		\$24.64
	6011-6120485		08/19/2015	Brooms		\$30.97
	6014-6124227		08/20/2015	Misc.		\$39.24
	6008-8191871Aug2		08/04/2015	saw blade		\$43.33
	6014-1143181		08/14/2015	Aluminum oxide, rubbing compound		\$24.73
	6014-1143041		08/13/2015	socket tools x2		\$185.94
	60127852899CR		08/21/2015	Paint RETURN		(\$41.10)
				1000 - General Fund		\$1,420.61
				1311 - Wharf Fund		\$42.21

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transacti Amo</u>
81549	08/31/2015	Open		Accounts	SAN LORENZO LUMBER	\$1,020
	Invoice		Date	Description		Amount
	55-0100486		08/04/2015	woodex bendaboard, wood		\$150.69
	55-0100698		08/05/2015	Tools		\$93.07
	55-0100872		08/05/2015	Concrete supplies		\$85.50
	55-0100880		08/05/2015	Bolts		\$6.19
	55-0101226		08/06/2015	Upper Esplanade wall		\$114.08
	55-0101967		08/10/2015	Rebar		\$90.93
	55-0101975		08/10/2015	Parking bumpers		\$54.46
	55-0102190		08/11/2015	Concrete supplies		\$53.18
	55-0103016		08/13/2015	Rebar		\$83.92
	55-0103189		08/13/2015	Saw blades, sandpaper		\$133.06
	55-0104060		08/18/2015	Safety gear		\$36.77
	55-0104238		08/18/2015	Wharf deck screws		\$119.06
				1000 - General Fund	\$901.85	
				1311 - Wharf Fund	\$119.06	
81550	08/31/2015	Open		Accounts	STAPLES ADVANTAGE	\$156.82
	Invoice		Date	Description		Amount
	8035485253		08/08/2015	office supplies		\$156.82
81551	08/31/2015	Open		Accounts	SUPPLYWORKS	\$2,681.22
	Invoice		Date	Description		Amount
	1671892-01		07/31/2015	Cleaning supplies		\$88.72
	1673670-00		07/31/2015	Cleaning supplies		\$716.11
	1677933-00		08/11/2015	Cleaning supplies		\$1,881.22
81552	08/31/2015	Open		Accounts	Arthur Lin	\$1,928.00
	Invoice		Date	Description		Amount
	2015-00000933		06/30/2015	Refunds from Planning Dept		\$1,928.00
81553	08/31/2015	Open		Accounts	Brian Sherer	\$2,208.00
	Invoice		Date	Description		Amount
	2015-00000932		06/30/2015	Refunds from Planning Dept		\$2,208.00
81554	08/31/2015	Open		Accounts	Calvary Chapel Capitola	\$1,538.00
	Invoice		Date	Description		Amount
	2015-00000931		06/30/2015	Refunds from Planning Dept		\$1,538.00
81555	08/31/2015	Open		Accounts	Chad Glassley dba Roux Dat	\$1,259.00
	Invoice		Date	Description		Amount
	2015-00000937		06/30/2015	Refunds from Planning Dept		\$1,259.00
81556	08/31/2015	Open		Accounts	Helmut J Fritz dba Oassent LLC	\$858.00
	Invoice		Date	Description		Amount
	2015-00000934		06/30/2015	Refunds from Planning Dept		\$858.00
81557	08/31/2015	Open		Accounts	Michael S. Reardon	\$2,454.25
	Invoice		Date	Description		Amount
	2015-00000930		06/30/2015	Design Permit Addition Historic & Coastal		\$2,454.25

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City of Capitola

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transactl Amo</u>
81558	08/31/2015 Invoice 2016-00000184	Open		Accounts	Millenium Enterprizes	\$1,798
			Date	Description	Amount	
			08/26/2015	Refunds from Planning Dept	\$1,798.00	
81559	08/31/2015 Invoice 2015-00000929	Open		Accounts	Neilson Studios	\$48
			Date	Description	Amount	
			06/30/2015	deposit refund	\$48.00	
81560	08/31/2015 Invoice 2016-00000183	Open		Accounts	Ocean Guys Inc	\$1,103
			Date	Description	Amount	
			08/26/2015	Refunds from Planning Dept	\$1,103.00	
81561	08/31/2015 Invoice 2015-00000935	Open		Accounts	Orchard Supply Company	\$6,151
			Date	Description	Amount	
			06/30/2015	Refunds from Planning Dept	\$6,151.00	
81562	08/31/2015 Invoice 2015-00000936	Open		Accounts	Sacramento Design Systems	\$168
			Date	Description	Amount	
			06/30/2015	Refunds from Planning Dept	\$168.00	
81563	08/31/2015 Invoice 2016-00000185	Open		Accounts	Sante Adairius Rustic Ales	\$1,045
			Date	Description	Amount	
			08/26/2015	parking study	\$1,045.00	
81567	09/01/2015 Invoice 09102015Reg	Open		Accounts	NORCAL MUNI HUMAN	\$185
			Date	Description	Amount	
			08/24/2015	Event Registration for Larry Laurent	\$185.00	
81568	09/03/2015 Invoice inv186863	Open		Accounts	ADAMSON POLICE	\$466
			Date	Description	Amount	
			08/27/2015	accessory	\$466.39	
81569	09/03/2015 Invoice 2383	Open		Accounts	BEAR ELECTRICAL	\$8,491
			Date	Description	Amount	
			07/22/2015	Capitola TS-KD 38th & Capitola Road-777/15 1310 - Gas Tax Fund	\$8,491.82	
81570	09/03/2015 Invoice 77068	Open		Accounts	BRINKS AWARDS & SIGNS	\$119
			Date	Description	Amount	
			08/20/2015	Sports Awards	\$119.63	
81571	09/03/2015 Invoice 4359 4303	Open		Accounts	CALIFORNIA COAST	\$136
			Date	Description	Amount	
			08/19/2015	Evans ticket book	\$73.90	
			07/28/2015	Richard Lippi	\$64.11	
81572	09/03/2015 Invoice 2016-00000194	Open		Accounts	CALIFORNIA LAW	\$514
			Date	Description	Amount	
			08/30/2015	EE PAID DIS-POA - Employee Paid Disability- 1001 - Payroll Payables	\$514.50	

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City of Capitola

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transactl Amo</u>
81573	09/03/2015 Invoice 2016-00000190	Open	Date 08/28/2015	Description Softball Officials Aug 17-28 2015	Accounts DANIEL REED	Amount \$66.00
81574	09/03/2015 Invoice 915-01	Open	Date 09/01/2015	Description Fish & Wildlife Monitoring of Soquel Creek Year	Accounts DONALD W ALLEY	Amount \$1,650.32
81575	09/03/2015 Invoice 02	Open	Date 09/01/2015	Description PW Inspections 15/16	Accounts ED MORRISON	Amount \$2,450.00
81576	09/03/2015 Invoice 231337 261186	Open	Date 08/19/2015 08/25/2015	Description Connector Irrigation supplies	Accounts EWING IRRIGATION	Amount \$69.27 \$77.04
81577	09/03/2015 Invoice 15-126552 15-126553	Open	Date 08/21/2015 08/21/2015	Description Ethanol 400gal diesel 200gal	Accounts FLYERS ENERGY LLC	Amount \$1,327.75 \$541.43
81578	09/03/2015 Invoice 82815	Open	Date 08/28/2015	Description Softball Officials Aug 17-28 2015	Accounts FRED C. BEYERS	Amount \$132.00
81579	09/03/2015 Invoice 627512 626858	Open	Date 08/18/2015 07/13/2015	Description deflector plates coil assembly	Accounts GLOBAL ENVIRONMENTAL	Amount \$620.47 \$352.68
81580	09/03/2015 Invoice 083115	Open	Date 08/31/2015	Description Consulting Arborists Services at Jade Street	Accounts JAMES P ALLEN	Amount \$540.00
81581	09/03/2015 Invoice 000v-02182015	Open	Date 08/27/2015	Description Capitola Memories DVD x9	Accounts KATHY D'ANGELO	Amount \$60.00
81582	09/03/2015 Invoice A0223203	Open	Date 08/26/2015	Description Curb painting supplies 1310 - Gas Tax Fund	Accounts KINGS PAINT AND PAPER	Amount \$172.16
81583	09/03/2015 Invoice 26-51582	Open	Date 08/28/2015	Description Contract Labor	Accounts LABORMAX STAFFING	Amount \$1,923.00
81584	09/03/2015 Invoice 101-024155#2	Open	Date 08/07/2015	Description woodwork	Accounts LACKEY WOODWORKING INC	Amount \$364.37

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transacti Amo</u>
81585	09/03/2015 Invoice 38722	Open	Date 08/24/2015	Description CAFR report	Accounts MUNISERVICES LLC	\$1,400.00
81586	09/03/2015 Invoice 33344 33345 33357	Open	Date 06/30/2015 07/01/2015 07/01/2015	Description Trash cans Trashcans Trash can liners	Accounts PARK N' POOL CORP	\$5,361.93
81587	09/03/2015 Invoice 2016-00000196 2016-00000197	Open	Date 08/31/2015 08/31/2015	Description Salinas CE Course 10/27/15 ER Garcia 10-27-2015 Rob Bunter Salinas qal/qac	Accounts PESTICIDE APPLICATORS	\$280.00
81588	09/03/2015 Invoice 7719-596080 7719-596288	Open	Date 08/19/2015 08/26/2015	Description Ballasts & bulbs Bulbs	Accounts ROYAL WHOLESALE	\$231.67
81589	09/03/2015 Invoice 8731745	Open	Date 08/19/2015	Description Recreation Supplies	Accounts S&S WORLDWIDE INC	\$126.09
81590	09/03/2015 Invoice 122014 122059	Open	Date 08/06/2015 08/27/2015	Description Sidewalk repair Noble Gulch rails	Accounts STATE STEEL COMPANY	\$1,776.16
81591	09/03/2015 Invoice 0000954791355	Open	Date 07/28/2015	Description shipping	Accounts UNITED PARCEL SERVICE	\$16.60
81592	09/03/2015 Invoice 66431587	Open	Date 08/06/2015	Description Medical supplies	Accounts ZEE MEDICAL SERVICE CO.	\$124.08
81593	09/03/2015 Invoice 15-105	Open	Date 09/01/2015	Description refund for Tree Application #15-105	Accounts Everett and Jessie Mudgett	\$500.00
81594	09/03/2015 Invoice FL6582	Open	Date 08/30/2015	Description 2016 Ford Explorer 2212 - ISF - Equipment Replacement	Accounts Folsom Lake Ford	\$27,736.61
81595	09/03/2015 Invoice 15-115	Open	Date 09/02/2015	Description Refund for Tree Application 15-115	Accounts Irwin Fisher Property	\$500.00

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/04/2015

<u>Check Number</u>	<u>Invoice Number</u>	<u>Status</u>	<u>Invoice Date</u>	<u>Description</u>	<u>Payee Name</u>	<u>Transact Amc</u>
81596	09/03/2015 Invoice 2016-00000195	Open		Accounts	Niels Kising	\$39:
			Date	Description		Amount
			08/30/2015	Recreation Supplies		\$393.85
81597	09/03/2015 Invoice 2016-00000193	Open		Accounts	Peter Greene	\$80:
			Date	Description		Amount
			09/01/2015	found property adjudicated		\$800.00
81598	09/03/2015 Invoice 2016-00000192	Open		Accounts	The Westgate Hotel	\$37:
			Date	Description		Amount
			08/04/2015	SLI Dally POST		\$371.25
<u>EFT</u>						
160	08/31/2015 Invoice XQBASZB6657	Open		Accounts	STATE DISBURSEMENT UNIT	\$25:
			Date	Description		Amount
			08/31/2015	GARNISHMENT - Garnishment-Flat Amt 1001 - Payroll Payables		\$257.17
CITY - Main Totals						
Checks:				Count: 54		\$97,44
EFTs:				Count: 1		\$25:
All:				Count: 55		\$97,70
WELLS - Payroll Totals						
Checks:				Count: 14		\$10,64
EFTs:				Count: 80		\$137,22
All:				Count: 94		\$147,86
GRAND Totals:						
Checks:				Count: 68		\$108,09
EFTs:				Count: 81		\$137,47
All:				Count: 149		\$245,57

Attachment: City Check Register 9-04-15 (1123 : Approval of City Check Register Reports)

Checks dated 9/11/15, numbered 81599 to 81666, plus 8 EFTs, for a total disbursement of \$287,856.36, have been reviewed and authorized for distribution by the City Manager.

As of 9/11/2015 the unaudited cash balance is \$4,161,339.48.

	<u>Net Balance</u>
1000 General Fund	\$1,018,387.97
1001 Payroll Payables	\$6,910.95
1010 Contingency Reserve Fund	\$1,803,945.66
1015 PERS Contingency Fund	\$0.00
1025 Facilities Reserve Fund	\$159,870.00
1200 Capital Improvement Fund	\$724,386.03
2210 Stores Fund	\$15,568.92
2211 Information Technology Fund	\$130,518.30
2212 Equipment Replacement	\$96,441.56
2213 Self Insurance Liability Fund	(\$7,677.20)
2214 Worker's Comp. Ins. Fund	\$221,856.79
2216 Compensated Absences Fund	(\$8,869.50)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,161,339.48</u></u>

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



 Jamie Goldstein, City Manager

09/11/2015

 Date

 Christine McBroom, City Treasurer

 Date

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City of Capitola

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
81599	09/04/2015	Open			FABRIC TATTOO dba WICKED STITCH OF THE WEST	\$60.00
	Licensee Type Business			Licensee Number 2806		Transaction Type Pre-Payment
81600	09/11/2015 Invoice INV-ACC13159	Open	Date 08/31/2015	Description Legislative Management for agenda, minutes, and civic streaming 2211 - ISF - Information Technology	ACCELA INC	Amount \$1,080.00
81601	09/11/2015 Invoice 188682	Open	Date 07/31/2015	Description new hire credit check	ADVANTAGE CREDIT INC.	Amount \$10.00
81602	09/11/2015 Invoice 47631	Open	Date 09/03/2015	Description Wharf Road Generator keys	ALLSAFE LOCK COMPANY	Amount \$9.01
81603	09/11/2015 Invoice 6932430	Open	Date 08/13/2015	Description Phone Services July-Aug 2015 1000 - General Fund 2211 - ISF - Information Technology	AT&T/CALNET 2	Amount \$1,750.20 \$1,432.88 \$317.32
81604	09/11/2015 Invoice Aug2015Atchison	Open	Date 08/31/2015	Description August - General City Attorney services	ATCHISON BARISONO & CONDOTTI	Amount \$16,191.52
81605	09/11/2015 Invoice 333949 333987 334617 334618	Open	Date 08/25/2015 08/26/2015 09/08/2015 09/08/2015	Description Filler cap Pruning saw Stihl hedger repairs/maint. Stihl pole saw repairs	B & B SMALL ENGINE REPAIR	Amount \$572.35 \$5.31 \$32.45 \$168.80 \$365.79
81606	09/11/2015 Invoice 440853 441239	Open	Date 09/02/2015 09/03/2015	Description Wood for memorial plaques Wood	BIG CREEK LUMBER	Amount \$175.76 \$143.06 \$32.70
81607	09/11/2015 Invoice 436338	Open	Date 09/04/2015	Description Dog waste bags	BIOBAG AMERICAS INC.	Amount \$1,271.06
81608	09/11/2015 Invoice 137425	Open	Date 08/31/2015	Description August CALE meters	CALE AMERICA INC.	Amount \$1,829.00
81609	09/11/2015 Invoice 2016-00000199	Open	Date 09/04/2015	Description POA DUES - ppe 8/29/15 1001 - Payroll Payables	CAPITOLA PEACE OFFICERS ASSOCIATION	Amount \$1,525.50

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
81610	09/11/2015	Open			CAROLYN FLYNN	\$6,090.00
	Invoice		Date	Description		Amount
	CBF82015		08/31/2015	Affordable Housing Program Management		\$3,990.00
	CBF-7-2015-CDBG		08/31/2015	CDBG Program Grant Oversight and Management		\$2,100.00
				1000 - General Fund		\$2,625.00
				1350 - CDBG Grants		\$2,100.00
				5552 - Cap Hsg Succ- Program Income		\$1,365.00
81611	09/11/2015	Open			COASTAL WATERSHED COUNCIL	\$5,436.68
	Invoice		Date	Description		Amount
	1425		08/31/2015	Urban Watch 15/16		\$3,597.68
	1424		08/31/2015	NPDES Public Education & Outreach 15/16		\$648.50
	1426		08/31/2015	Professional Services 8/1/15-8/31/15		\$1,190.50
81612	09/11/2015	Open			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$225.00
	Invoice		Date	Description		Amount
	2203		09/08/2015	Tech Services for council meeting 8/13/15		\$225.00
81613	09/11/2015	Open			COMPUCOM	\$2,316.46
	Invoice		Date	Description		Amount
	62914312		08/26/2015	Microsoft Server Licenses & CALS		\$2,316.46
				2211 - ISF - Information Technology		
81614	09/11/2015	Open			CPS	\$473.00
	Invoice		Date	Description		Amount
	SOP39975		08/31/2015	Law enforcement testing materials, exam fee		\$473.00
81615	09/11/2015	Open			CRYSTAL SPRINGS WATER CO.	\$437.25
	Invoice		Date	Description		Amount
	Aug2015		08/31/2015	Water for Water Coolers		\$437.25
81616	09/11/2015	Open			D & G SANITATION	\$1,622.44
	Invoice		Date	Description		Amount
	224551		08/31/2015	Portable toilets		\$1,197.23
	224552		08/31/2015	B&V II portable toilets		\$425.21
				1000 - General Fund		
				1311 - Wharf Fund		
81617	09/11/2015	Open			eFolder Systems	\$125.00
	Invoice		Date	Description		Amount
	78704		08/31/2015	Monthly Usage Remote Storage		\$125.00
				2211 - ISF - Information Technology		
81618	09/11/2015	Open			ELEVATOR SERVICE COMPANY INC.	\$165.00
	Invoice		Date	Description		Amount
	5288P5556		09/01/2015	Quarterly Lube and Inspection		\$165.00
81619	09/11/2015	Open			FASTENAL COMPANY	\$889.21
	Invoice		Date	Description		Amount

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City of Capitola

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	CASAT32766		08/25/2015	1" Galvanized SPA x2; Drill Driver x1		\$280.34
	CASAT32813		08/27/2015	7/8" Galvanized SPA x2 and 1-1/8" Galvanized SPA x2		\$263.25
	CASAT32837		08/28/2015	M18Fuel 1/4 Hex Kit		\$345.62
81620	09/11/2015 Invoice 5-134-27984	Open	Date 08/21/2015	Description 2 Rec shipments, 1 City Hall shipment	FEDERAL EXPRESS	Amount \$93.16
81621	09/11/2015 Invoice 15-128953 15-128951	Open	Date 08/28/2015 08/28/2015	Description 80 gallon diesel 350 gallons ethanol 91	FLYERS ENERGY LLC	Amount \$206.89 \$1,132.95
81622	09/11/2015 Invoice 69680000118653 8015499 8013043 6860281 8052915	Open	Date 09/01/2015 07/11/2015 07/25/2015 08/16/2015 07/15/2015	Description buckets, steel stake, screws wax extender x2 4x100 Barr 20-volt Max tools Tools: Trowel, bucket, float, tape measure plus 25# rapid set	HOME DEPOT CREDIT SERVICES	Amount \$45.94 \$12.95 \$32.67 \$484.96 \$78.09
81623	09/11/2015 Invoice 090815	Open	Date 09/08/2015	Description Consulting Arborists Services-Beach & Village Parking Lots	JAMES P ALLEN	Amount \$980.00
81624	09/11/2015 Invoice 49667	Open	Date 08/26/2015	Description Cable, pulley, pin, freight	JaVelco Equipment Service Inc.	Amount \$51.68
81625	09/11/2015 Invoice 9315	Open	Date 09/03/2015	Description Backflow testing	JIM CLARK BACKFLOW	Amount \$425.01
81626	09/11/2015 Invoice 126384 126418 126439 126500	Open	Date 08/24/2015 08/25/2015 08/28/2015 09/01/2015	Description PHQ Report for Yeung and Currier 8/19 PD Prospect Psych Eval PD Prospect Psych Evals x3 pd psych evaluation x12	JOHNSON ROBERTS & ASSOCIATES	Amount \$39.00 \$13.00 \$39.00 \$146.50
81627	09/11/2015 Invoice INV367468	Open	Date 09/03/2015	Description Rec copier contract charges	KBA Docusys Inc.	Amount \$211.85
81628	09/11/2015 Invoice A0222120 A0222306	Open	Date 08/06/2015 08/10/2015	Description Red curb paint Red curb paint 1310 - Gas Tax Fund	KINGS PAINT AND PAPER INC.	Amount \$103.61 \$81.71
81629	09/11/2015 Invoice 26-51837	Open	Date 09/04/2015	Description Contract labor	LABORMAX STAFFING	Amount \$1,923.00

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
81630	09/11/2015	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,299.84
	Invoice 2016-00000230		Date 08/01/2015	Description August LTD/STD/Life/AD&D Insurance 1000 - General Fund 1001 - Payroll Payables		Amount \$2,299.84 \$62.08 \$2,237.76
81631	09/11/2015	Open			LIUNA PENSION FUND	\$748.80
	Invoice 2016-00000201		Date 08/31/2015	Description LIUNA August Dues 1001 - Payroll Payables		Amount \$748.80
81632	09/11/2015	Open			LOOMIS	\$511.96
	Invoice 11671158		Date 08/31/2015	Description Armored car service		Amount \$511.96
81633	09/11/2015	Open			MBS BUSINESS SYSTEMS	\$420.79
	Invoice 249062		Date 08/20/2015	Description quarterly copier contract charges		Amount \$318.63
	249197		Date 08/24/2015	Description quarterly copier contract charges		\$102.16
81634	09/11/2015	Open			MID COUNTY AUTO SUPPLY	\$838.58
	Invoice 432890		Date 08/13/2015	Description Impact tools		Amount \$621.95
	433187		Date 08/17/2015	Description halogen lamp		\$32.85
	432652		Date 08/12/2015	Description super clean		\$17.35
	432747		Date 08/13/2015	Description led stop and tail lights		\$64.23
	432748		Date 08/13/2015	Description connector		\$9.81
	434213		Date 07/13/2015	Description battery		\$92.39
81635	09/11/2015	Open			MISSION LINEN SUPPLY	\$91.51
	Invoice 500785985		Date 08/26/2015	Description Mops and mats		Amount \$60.87
	500831973		Date 09/02/2015	Description shop towels, coveralls		\$30.64
81636	09/11/2015	Open			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$230.60
	Invoice mba14-0529Aug17		Date 08/17/2015	Description Janice Basiletti claim, T&E plus Defense Council 2213 - ISF - Self-Insurance Liability		Amount \$230.60
81637	09/11/2015	Open			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$895.45
	Invoice KloepferAugust17		Date 08/17/2015	Description Kloepfer claim 2213 - ISF - Self-Insurance Liability		Amount \$895.45
81638	09/11/2015	Open			MV TRANSPORTATION INC.	\$5,996.00
	Invoice 62704		Date 09/01/2015	Description August Beach Shuttle Service		Amount \$5,996.00
81639	09/11/2015	Open			OLIVE SPRINGS QUARRY INC.	\$122.56
	Invoice 99707		Date 08/24/2015	Description Asphalt - Monterey		Amount \$122.56

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
				1310 - Gas Tax Fund		
81640	09/11/2015	Open			ORCHARD SUPPLY HARDWARE	\$663.93
	Invoice		Date	Description		Amount
	6007-6660284		08/26/2015	Supplies Community Center		\$23.69
	6013-3527598		08/21/2015	Memorial benches		\$24.68
	6011-1590111		08/26/2015	Misc.		\$26.84
	6011-3390324		08/27/2015	Mop bucket		\$59.07
	6013-1111253		08/30/2015	Batteries		\$28.91
	6013-291836		09/01/2015	Wharf plumbing		\$64.34
	6007-6660303		08/26/2015	9 pc. hex bits and 54 pc. power driver		\$34.07
	6009-1981230		09/03/2015	screws and tap combo kit		\$12.34
	6014-1140486		08/28/2015	Cable ties		\$10.32
	6014-8381173		08/31/2015	Marking paint		\$57.71
	6013-291844		09/01/2015	Faucet		\$22.72
	6013-1172152		09/02/2015	Construction stakes		\$51.11
	6014-1141513		09/02/2015	buckets, ant stakes, cleaner		\$37.12
	6013-1172197		09/02/2015	Lawn rake		\$19.62
	6007-3521761		09/02/2015	rubber strap, washer		\$23.22
	6009-1981145		09/03/2015	Extension cords		\$158.04
	6009-1981152		09/03/2015	spray bottle, cleanout plugs		\$13.08
	6011-8311754		09/03/2015	Washers		\$1.82
	6009-1981189		09/03/2015	Grinding wheels		\$15.66
	6013-3383998		09/08/2015	Pliers		\$15.49
	76574		09/02/2015	refund - bits		(\$35.92)
				1000 - General Fund		\$557.60
				1311 - Wharf Fund		\$106.33
81641	09/11/2015	Open			PALACE OFFICE SUPPLIES	\$140.38
	Invoice		Date	Description		Amount
	333311-0		08/31/2015	General Supplies		\$41.38
	334029-0		09/03/2015	Paper and address labels		\$99.00
				2210 - ISF - Stores Fund		
81642	09/11/2015	Open			PEELLE TECHNOLOGIES INC.	\$1,124.00
	Invoice		Date	Description		Amount
	COCPT2281		08/17/2015	Maintenance Renewal Agreement		\$1,124.00
				2211 - ISF - Information Technology		
81643	09/11/2015	Open			PHIL ALLEGRI ELECTRIC INC.	\$315.00
	Invoice		Date	Description		Amount
	20164		08/21/2015	City Hall: Load test and circuit tracing		\$315.00
				2211 - ISF - Information Technology		
81644	09/11/2015	Open			PHILLIPS PET FOOD & SUPPLIES	\$526.36
	Invoice		Date	Description		Amount
	cd12743123		08/31/2015	K-9 supplies		\$526.36
81645	09/11/2015	Open			PRAXAIR DISTRIBUTION INC.	\$116.57
	Invoice		Date	Description		Amount
	53485009		08/13/2015	Acetylene high pressure 100cf		\$116.57

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/11/2015

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

ck#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
46	09/11/2015	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$3,387.75
	Invoice		Date	Description		Amount
	2016-00000202		09/04/2015	September Dental & Vision insurance		\$3,387.75
				1000 - General Fund		\$176.85
				1001 - Payroll Payables		\$3,210.90
47	09/11/2015	Open			PUBLIC ENGINES, INC./CRIME REPORTS	\$597.00
	Invoice		Date	Description		Amount
	22202		09/01/2015	Quarterly Subscription renewal		\$597.00
48	09/11/2015	Open			SAN LORENZO LUMBER	\$47.72
	Invoice		Date	Description		Amount
	55-0107816		09/01/2015	Concrete supplies		\$47.72
49	09/11/2015	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$521.99
	Invoice		Date	Description		Amount
	Sept 2015		08/28/2015	Open query scan Sept 2015		\$521.99
50	09/11/2015	Open			SERVPRO OF SANTA CRUZ	\$163.43
	Invoice		Date	Description		Amount
	3634		08/03/2015	Vehicle cleaned 8/3/15		\$163.43
51	09/11/2015	Open			SHERWIN-WILLIAMS	\$89.70
	Invoice		Date	Description		Amount
	7808-0		08/31/2015	Prime valve - paint rig		\$89.70
52	09/11/2015	Open			SOQUEL CREEK WATER DISTRICT	\$16,257.66
	Invoice		Date	Description		Amount
	2016-00000228		08/20/2015	July-August water use		\$9,929.16
	2016-00000229		08/20/2015	July-August water use		\$6,328.50
				1000 - General Fund		\$15,471.27
				1311 - Wharf Fund		\$786.39
53	09/11/2015	Open			STARK LEAK DETECTION LLC	\$300.00
	Invoice		Date	Description		Amount
	1600		08/31/2015	Esplanade leak in walkway in upper area along cliff		\$300.00
54	09/11/2015	Open			STEPFORD INC	\$5,000.00
	Invoice		Date	Description		Amount
	1501792		08/20/2015	October service charges		\$5,000.00
				2211 - ISF - Information Technology		
55	09/11/2015	Open			STRELOW CONSULTING	\$2,030.00
	Invoice		Date	Description		Amount
	091503		09/01/2015	monterey ave skatepark EIR, Aug2015		\$2,030.00
56	09/11/2015	Open			SUPPLYWORKS	\$3,263.94
	Invoice		Date	Description		Amount
	1683895-00		08/21/2015	cleaning supplies		\$931.55
	1688653-00		09/01/2015	Cleaning supplies		\$2,332.39

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
81657	09/11/2015	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$50.00
	Invoice 2016-00000211		Date 08/31/2015	Description August United Way contributions 1001 - Payroll Payables		Amount \$50.00
81658	09/11/2015	Open			UPEC LIUNA LOCAL 792	\$1,275.00
	Invoice 2016-00000212		Date 08/31/2015	Description August UPEC dues 1001 - Payroll Payables		Amount \$1,275.00
81659	09/11/2015	Open			US BANK PARS	\$261.81
	Invoice 2016-00000205		Date 09/04/2015	Description PARS - ppe 8/29/15 1001 - Payroll Payables		Amount \$261.81
81660	09/11/2015	Open			ZEP SALES & SERVICE	\$718.90
	Invoice 9001842089		Date 08/28/2015	Description Graffiti remover		Amount \$718.90
81661	09/11/2015	Open			Cape Bay Colony Attn: Pete Viviano	\$500.00
	Invoice 15-118		Date 09/09/2015	Description Tree Deposit Refund #15-118		Amount \$500.00
81662	09/11/2015	Open			Esmeralda Gonzalez	\$867.55
	Invoice 2016-00000214		Date 09/04/2015	Description Gonzalez Settlement Payment 2213 - ISF - Self-Insurance Liability		Amount \$867.55
81663	09/11/2015	Open			Kathleen Ryan	\$54.00
	Invoice 2002344.002		Date 09/03/2015	Description Class refund		Amount \$54.00
81664	09/11/2015	Open			Kelly Richardson	\$59.00
	Invoice 2002345.002		Date 09/03/2015	Description Class refund		Amount \$59.00
81665	09/11/2015	Open			Manfred or Johanna Luedge	\$48.00
	Invoice 2016-00000213		Date 09/08/2015	Description Refund cite 155125040		Amount \$48.00
81666	09/11/2015	Open			Shawn Cavlan	\$100.00
	Invoice 2002342.002		Date 08/31/2015	Description Security deposit refund		Amount \$100.00

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/11/2015

Check#	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
Type Check Totals:						\$98,992.19
<u>EFT</u>						
161	09/04/2015	Open			INTERNAL REVENUE SERVICE	\$22,917.34
	Invoice		Date	Description		Amount
	2016-00000208		09/04/2015	FED - Federal* 1001 - Payroll Payables		\$22,917.34
162	09/04/2015	Open			STATE DISBURSEMENT UNIT	\$968.43
	Invoice		Date	Description		Amount
	2016-00000209		09/04/2015	GARNISHMENT - Garnishment-Flat Amt 1001 - Payroll Payables		\$968.43
163	09/08/2015	Open			INTERNAL REVENUE SERVICE	\$2,910.90
	Invoice		Date	Description		Amount
	2016-00000216		09/08/2015	Medicare - half of payment for 9/4/15 pay date 1001 - Payroll Payables		\$2,910.90
164	09/09/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,541.20
	Invoice		Date	Description		Amount
	2016-00000217		09/09/2015	CA Taxes 9/4/15 pay date 1001 - Payroll Payables		\$6,541.20
165	09/08/2015	Open			INTERNAL REVENUE SERVICE	\$3,497.58
	Invoice		Date	Description		Amount
	2016-00000218		09/08/2015	Medicare - 1/2 amount from 8/21/15 PP 1001 - Payroll Payables		\$3,497.58
166	09/09/2015	Open			CalPERS Health Insurance	\$59,892.26
	Invoice		Date	Description		Amount
	2016-00000219		09/09/2015	PERS Health September 2015 1000 - General Fund 1001 - Payroll Payables		\$59,892.26 \$2,673.86 \$57,218.40
167	09/09/2015	Open			CalPERS Member Services Division	\$46,292.47
	Invoice		Date	Description		Amount
	2016-00000224		09/09/2015	PERS contributions 8/21 PR 1000 - General Fund 1001 - Payroll Payables		\$46,292.47 (\$0.15) \$46,292.62
168	09/09/2015	Open			CalPERS Member Services Division	\$45,843.99
	Invoice		Date	Description		Amount
	2016-00000225		09/09/2015	PERS Contributions 9/4/15 pay date 1000 - General Fund 1001 - Payroll Payables		\$45,843.99 (\$0.14) \$45,844.13
Type EFT Totals:						8 Transactions
						\$188,864.17

CITY - Main City Totals

Checks	Count: 68	Total: \$98,992.19
EFTs	Count: 8	Total: \$188,864.17
All	Count: 76	Total: \$287,856.36

Wells-Payroll 0 transactions
 Successor Agency 0 transactions

Attachment: City Check Register 9-11-15 (1123 : Approval of City Check Register Reports)


Accounts payable checks 81667 to 81720, dated 9/18/15, totaling \$73,765.12, one EFT for \$733.32, payroll checks 4611 to 4622 totaling \$9,987.03 plus 86 direct deposits totaling \$137,821.96, for a total disbursement of \$222,307.43, have been reviewed and authorized for distribution by the City Manager.

As of 9/18/2015 the unaudited cash balance is \$4,073,894.39.

CASH POSITION - CITY OF CAPITOLA 09/18/2015

	<u>Net Balance</u>
General Fund	\$844,093.00
Payroll Payables	\$116,326.75
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$159,870.00
Capital Improvement Fund	\$724,386.03
Stores Fund	\$15,453.61
Information Technology Fund	\$120,240.52
Equipment Replacement	\$96,441.56
Self Insurance Liability Fund	(\$9,670.80)
Worker's Comp. Ins. Fund	\$221,856.79
Compensated Absences Fund	(\$19,048.73)
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,073,894.39</u>

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



Jamie Goldstein, City Manager

09/18/2015
Date

Christine McBroom, City Treasurer

Date

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
81667	09/18/2015 Invoice 1495	Open	09/01/2015	Accounts Payable Description Aug 2015 correspondence, document review/edits 1350 - CDBG Grants	ADAMS ASHBY GROUP, LLC	\$440.00
81668	09/18/2015 Invoice 47645	Open	09/15/2015	Accounts Payable Description Cabinet keys	ALLSAFE LOCK COMPANY	\$99.50
81669	09/18/2015 Invoice 51	Open	09/06/2015	Accounts Payable Description BIA Website and newsletter services 1321 - BIA - Capitola Village-Wharf BIA	AMY FERRASCI-HARP	\$1,100.00
81670	09/18/2015 Invoice 42808	Open	09/15/2015	Accounts Payable Description Meter reading - Warf 1311 - Wharf Fund	AUTOMATION TEST ASSOCIATES	\$25.00
81671	09/18/2015 Invoice 2526 2497 2483 2465	Open	08/31/2015 08/31/2015 08/31/2015 08/31/2015	Accounts Payable Description 2015 August Traffic Signal Maintenance-Response 41st & Clares SB Loops Replacement 2015 August Traffic Signal Maintenance-Routine Safety Lights Out-41st @ Clares, 41st @ Capitola 1310 - Gas Tax Fund	BEAR ELECTRICAL SOLUTIONS INC.	\$17,311.00
81672	09/18/2015 Invoice POA 9-8-15	Open	09/18/2015	Accounts Payable Description POA DUES - 09-18-2015 1001 - Payroll Payables	CAPITOLA PEACE OFFICERS	\$1,525.50
81673	09/18/2015 Invoice 14814	Open	08/31/2015	Accounts Payable Description Janitorial Services 1000 - General Fund 1311 - Wharf Fund	CLEAN BUILDING MAINTENANCE	\$3,719.10
81674	09/18/2015 Invoice 09152015	Open	09/15/2015	Accounts Payable Description 8 tires	COUNTY OF SANTA CRUZ GENERAL	\$137.00
81675	09/18/2015 Invoice DanReed09042015	Open	09/04/2015	Accounts Payable Description Softball Officials 8/31-9/4/15	DANIEL REED	\$165.00
81676	09/18/2015 Invoice 5672545	Open	09/03/2015	Accounts Payable Description equipment buyout Sharp mx7001n 2211 - ISF - Information Technology	DE LAGE LANDEN FINANCIAL	\$933.10

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
81667	09/18/2015	Open			Accounts Payable	ADAMS ASHBY GROUP, LLC	\$440.0
	Invoice		Date	Description		Amount	
	1495		09/01/2015	Aug 2015 correspondence, document review/edits		\$440.00	
				1350 - CDBG Grants			
81668	09/18/2015	Open			Accounts Payable	ALLSAFE LOCK COMPANY	\$99.5
	Invoice		Date	Description		Amount	
	47645		09/15/2015	Cabinet keys		\$99.59	
81669	09/18/2015	Open			Accounts Payable	AMY FERRASCI-HARP	\$1,100.0
	Invoice		Date	Description		Amount	
	51		09/06/2015	BIA Website and newsletter services		\$1,100.00	
				1321 - BIA - Capitola Village-Wharf BIA			
81670	09/18/2015	Open			Accounts Payable	AUTOMATION TEST ASSOCIATES	\$25.0
	Invoice		Date	Description		Amount	
	42808		09/15/2015	Meter reading - Warf		\$25.00	
				1311 - Wharf Fund			
81671	09/18/2015	Open			Accounts Payable	BEAR ELECTRICAL SOLUTIONS INC.	\$17,311.0
	Invoice		Date	Description		Amount	
	2526		08/31/2015	2015 August Traffic Signal Maintenance-Response		\$1,130.00	
	2497		08/31/2015	41st & Clares SB Loops Replacement		\$13,030.00	
	2483		08/31/2015	2015 August Traffic Signal Maintenance-Routine		\$616.00	
	2465		08/31/2015	Safety Lights Out-41st @ Clares, 41st @ Capitola		\$2,535.00	
				1310 - Gas Tax Fund			
81672	09/18/2015	Open			Accounts Payable	CAPITOLA PEACE OFFICERS	\$1,525.5
	Invoice		Date	Description		Amount	
	POA 9-8-15		09/18/2015	POA DUES - 09-18-2015		\$1,525.50	
				1001 - Payroll Payables			
81673	09/18/2015	Open			Accounts Payable	CLEAN BUILDING MAINTENANCE	\$3,719.1
	Invoice		Date	Description		Amount	
	14814		08/31/2015	Janitorial Services		\$3,719.13	
				1000 - General Fund		\$3,501.63	
				1311 - Wharf Fund		\$217.50	
81674	09/18/2015	Open			Accounts Payable	COUNTY OF SANTA CRUZ GENERAL	\$137.0
	Invoice		Date	Description		Amount	
	09152015		09/15/2015	8 tires		\$137.00	
81675	09/18/2015	Open			Accounts Payable	DANIEL REED	\$165.0
	Invoice		Date	Description		Amount	
	DanReed09042015		09/04/2015	Softball Officials 8/31-9/4/15		\$165.00	
81676	09/18/2015	Open			Accounts Payable	DE LAGE LANDEN FINANCIAL	\$933.1
	Invoice		Date	Description		Amount	
	5672545		09/03/2015	equipment buyout Sharp mx7001n		\$933.12	
				2211 - ISF - Information Technology			

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
81677	09/18/2015	Open			Accounts Payable	EMERGENCY VEHICLE	\$182.2
	Invoice 4484		Date 08/28/2015	Description control cable, reprogrammed siren		Amount \$182.25	
81678	09/18/2015	Open			Accounts Payable	EWING IRRIGATION	\$1,316.8
	Invoice 299530 347240 347241 2159501-a-1		Date 09/01/2015 09/11/2015 09/11/2015 09/14/2015	Description Irrigation supplies Wharf plumbing supplies Wharf plumbing supplies returned wharf parts, purchased blanket		Amount \$44.75 \$331.31 \$1,115.28 (\$174.51)	
				1000 - General Fund		\$44.75	
				1311 - Wharf Fund		\$1,272.08	
81679	09/18/2015	Open			Accounts Payable	EXTREME TOWING	\$200.0
	Invoice 001326		Date 09/06/2015	Description 15c-02068, vehicle towing		Amount \$200.00	
81680	09/18/2015	Open			Accounts Payable	FASTENAL COMPANY	\$130.7
	Invoice CASAT32892		Date 09/01/2015	Description auto supplies		Amount \$130.71	
81681	09/18/2015	Open			Accounts Payable	FERGUSON ENTERPRISES INC.	\$427.0
	Invoice 4308139 4332305		Date 09/09/2015 09/09/2015	Description Ridge tools Aqua Green sealant		Amount \$127.00 \$300.07	
81682	09/18/2015	Open			Accounts Payable	FIRST ALARM	\$218.8
	Invoice 860714		Date 09/15/2015	Description Quarterly First Alarm services, 422 Cap. Ave.		Amount \$218.82	
81683	09/18/2015	Open			Accounts Payable	FLYERS ENERGY LLC	\$1,467.2
	Invoice 15-131423 15-131425		Date 09/04/2015 09/04/2015	Description 320 gallons Ethanol 135 gallon diesel		Amount \$1,072.10 \$395.18	
81684	09/18/2015	Open			Accounts Payable	FRED C. BEYERS	\$165.0
	Invoice FredBeyer9042015		Date 09/04/2015	Description Softball Officals 8/31-9/4/15		Amount \$165.00	
81685	09/18/2015	Open			Accounts Payable	GLOBAL ENVIRONMENTAL	\$610.0
	Invoice 627807		Date 09/04/2015	Description sweeper parts		Amount \$610.07	
				1310 - Gas Tax Fund			
81686	09/18/2015	Open			Accounts Payable	LABORMAX STAFFING	\$1,923.0
	Invoice 26-52116		Date 09/11/2015	Description contract labor		Amount \$1,923.00	
81687	09/18/2015	Open			Accounts Payable	LEAGUE OF CALIFORNIA CITIES	\$125.0
	Invoice 09092015		Date 09/09/2015	Description League of CA Cities Conference - Sneddon registration		Amount \$125.00	

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
81688	09/18/2015	Open			Accounts Payable	MASTER CAR WASH	\$202.0
	Invoice		Date	Description		Amount	
	Aug2015		08/31/2015	Aug 2015 vehicle cleaning		\$202.01	
81689	09/18/2015	Open			Accounts Payable	MILLER'S TRANSFER & STORAGE	\$261.7
	Invoice		Date	Description		Amount	
	87070		09/03/2015	Sept Record Storage - Aug Warehouse Handling - P/U		\$261.75	
81690	09/18/2015	Open			Accounts Payable	NORTH BAY FORD	\$292.2
	Invoice		Date	Description		Amount	
	248219		09/08/2015	floor mat		\$292.22	
81691	09/18/2015	Open			Accounts Payable	PEELLE TECHNOLOGIES INC.	\$738.2
	Invoice		Date	Description		Amount	
	COCPT2295		08/24/2015	Document prep, scanning, indexing plus dvd and delivery		\$738.27	
81692	09/18/2015	Open			Accounts Payable	PLACEWORKS	\$755.1
	Invoice		Date	Description		Amount	
	57152		08/31/2015	General Plan & EIR Aug 2015 1313 - General Plan Update and Maint		\$755.19	
81693	09/18/2015	Open			Accounts Payable	ROGERS ANDERSON MALODY &	\$4,000.0
	Invoice		Date	Description		Amount	
	45238		07/31/2015	Progress billing on FY14/15 Audit, interim procedures		\$4,000.00	
81694	09/18/2015	Open			Accounts Payable	SAN LORENZO LUMBER	\$179.7
	Invoice		Date	Description		Amount	
	55-0110195		09/10/2015	Wood		\$46.18	
	55-0110239		09/10/2015	Wood		\$14.51	
	55-0111113		09/14/2015	Deck screws		\$119.06	
				1311 - Wharf Fund			
81695	09/18/2015	Open			Accounts Payable	SANTA CRUZ COUNTY AUDITOR-	\$17,352.5
	Invoice		Date	Description		Amount	
	August2015		09/08/2015	Aug 2015 citation surcharges		\$17,352.50	
81696	09/18/2015	Open			Accounts Payable	SANTA CRUZ COUNTY RECORDER	\$200.0
	Invoice		Date	Description		Amount	
	09162015		09/16/2015	Replenish City of Capitola account #90 for document		\$200.00	
81697	09/18/2015	Open			Accounts Payable	SANTA CRUZ MUNICIPAL UTILITIES	\$891.3
	Invoice		Date	Description		Amount	
	2016-00000234		08/20/2015	July-Aug water usage		\$891.39	
81698	09/18/2015	Open			Accounts Payable	SANTA CRUZ SAW AND TOOL	\$50.0
	Invoice		Date	Description		Amount	
	119783		09/15/2015	chipper knife sharpening		\$50.00	
81699	09/18/2015	Open			Accounts Payable	SANTA CRUZ SENTINEL	\$313.9
	Invoice		Date	Description		Amount	
	11300009927a		09/07/2015	PW newspaper subscription		\$313.95	

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
81700	09/18/2015	Open			Accounts Payable	SERVPRO OF SANTA CRUZ	\$146.9
	Invoice		Date	Description		Amount	
	3727		09/09/2015	Vehicle clean-up		\$146.99	
81701	09/18/2015	Open			Accounts Payable	STAPLES ADVANTAGE	\$168.4
	Invoice		Date	Description		Amount	
	8035756948		08/29/2015	office supplies		\$168.49	
81702	09/18/2015	Open			Accounts Payable	SUMMIT UNIFORM CORP	\$814.5
	Invoice		Date	Description		Amount	
	25120		09/03/2015	Blankenship body armor		\$814.54	
81703	09/18/2015	Open			Accounts Payable	SUPPLYWORKS	\$1,662.1
	Invoice		Date	Description		Amount	
	1693266		09/11/2015	Cleaning supplies		\$1,662.14	
81704	09/18/2015	Open			Accounts Payable	SWANK MOTION PICTURES INC.	\$276.0
	Invoice		Date	Description		Amount	
	RG2091567		08/31/2015	Endless Summer 2 - movie at the beach		\$276.00	
81705	09/18/2015	Open			Accounts Payable	THE CLEANING MACHINE INC.	\$2,830.0
	Invoice		Date	Description		Amount	
	5971		09/03/2015	Village sidewalk cleaning		\$2,830.00	
81706	09/18/2015	Open			Accounts Payable	UNITED PARCEL SERVICE	\$7.0
	Invoice		Date	Description		Amount	
	954791-335		09/09/2015	shipping		\$7.05	
81707	09/18/2015	Open			Accounts Payable	US BANK PARS	\$204.4
	Invoice		Date	Description		Amount	
	2016-00000242		09/18/2015	PARS - 09-18-2015 contribution		\$204.45	
				1001 - Payroll Payables			
81708	09/18/2015	Open			Accounts Payable	WATSONVILLE BLUEPRINT	\$3,198.7
	Invoice		Date	Description		Amount	
	55907		09/08/2015	Scan x17948, index, rebind, transfers to disc		\$3,198.72	
				1317 - Technology Fee Fund			
81709	09/18/2015	Open			Accounts Payable	WESTERN EXTERMINATOR	\$52.0
	Invoice		Date	Description		Amount	
	3457527		08/31/2015	Pest control		\$52.00	
81710	09/18/2015	Open			Accounts Payable	4 All Promos	\$632.1
	Invoice		Date	Description		Amount	
	2016-00000223		09/09/2015	Halloween bags (800 qty.) & shipping		\$632.18	
81711	09/18/2015	Open			Accounts Payable	Bahram Be Ahmadi	\$598.1
	Invoice		Date	Description		Amount	
	20150152		09/15/2015	#20150152 Combo Plan Check Fee Refund for double		\$598.12	

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
81712	09/18/2015	Open			Accounts Payable	Buena Vista Landfill	\$20.0
	Invoice		Date	Description		Amount	
	03-01289396		09/09/2015	Hazardous waste removal		\$20.00	
81713	09/18/2015	Open			Accounts Payable	Buena Vista Landfill	\$71.0
	Invoice		Date	Description		Amount	
	03-01289930		09/11/2015	Hazardous waste removal		\$71.00	
81714	09/18/2015	Open			Accounts Payable	Buena Vista Landfill	\$57.0
	Invoice		Date	Description		Amount	
	03-01291329		09/16/2015	harzardous waste disposal		\$57.00	
81715	09/18/2015	Open			Accounts Payable	Kathi Heckenkemper	\$1,592.3
	Invoice		Date	Description		Amount	
	Heckenkemper		09/16/2015	Settlement Claim - Heckenkemper		\$1,592.30	
				2213 - ISF - Self-Insurance Liability			
81716	09/18/2015	Open			Accounts Payable	LaDon Detro	\$512.0
	Invoice		Date	Description		Amount	
	15-106Refund		09/15/2015	#15-106 planning deposit refund		\$512.00	
81717	09/18/2015	Open			Accounts Payable	Larkspur Landing Pleasanton	\$1,634.0
	Invoice		Date	Description		Amount	
	2016-00000233		09/15/2015	Booth Supervisor school POST		\$1,634.04	
81718	09/18/2015	Open			Accounts Payable	Orchard Supply Company	\$24.0
	Invoice		Date	Description		Amount	
	15-064Refund		09/15/2015	#15-064 deposit refund		\$24.00	
81719	09/18/2015	Open			Accounts Payable	Suzanne Novotny	\$65.7
	Invoice		Date	Description		Amount	
	2002350.002		09/09/2015	Class refund		\$65.70	
81720	09/18/2015	Open			Accounts Payable	Vincente Ruelas and Graciela Ruelas	\$1,740.0
	Invoice		Date	Description		Amount	
	15-070Refund		09/15/2015	project #15-070 developer deposit refund		\$1,740.00	
Type Check Totals:					54 Transactions		\$73,765.1
<u>EFT</u>							
170	09/15/2015	Open			Accounts Payable	CalPERS Member Services Division	\$733.3
	Invoice		Date	Description		Amount	
	09152015		09/15/2015	Laurent service credit purchase deductions 6/26-		\$733.32	
Type EFT Totals:					1 Transactions		\$733.3

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/18/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount
CITY - Main City Totals							
Checks				54			\$73,765.1
EFTs				1			\$733.3
All				55			\$74,498.4
WELLS - Payroll Totals							
Checks				12			\$9,987.0
EFTs				86			\$137,821.9
All				98			\$147,808.9
Grand Totals:							
Checks				66			\$83,752.1
EFTs				87			\$138,555.2
All				153			\$222,307.4

Attachment: City Check Register 9-18-15 (1123 : Approval of City Check Register Reports)

Accounts payable checks 81721 to 81761, dated 9/25/15, totaling \$96,299.04, plus six EFTs for \$137,815.24, for a total disbursement of \$234,114.28, have been reviewed and authorized for distribution by the City Manager.

As of 9/25/2015 the unaudited cash balance is \$4,527,670.85.

CASH POSITION - CITY OF CAPITOLA 09/25/2015

	<u>Net Balance</u>
General Fund	\$1,448,094.59
Payroll Payables	(\$31,379.71)
Contingency Reserve Fund	\$1,803,945.66
PERS Contingency Fund	\$0.00
Facilities Reserve Fund	\$159,870.00
Capital Improvement Fund	\$724,386.03
Stores Fund	\$15,460.36
Information Technology Fund	\$119,307.40
Equipment Replacement	\$96,441.56
Self Insurance Liability Fund	(\$11,263.10)
Worker's Comp. Ins. Fund	\$221,856.79
Compensated Absences Fund	(\$19,048.73)
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,527,670.85</u></u>

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



 Jamie Goldstein, City Manager

09/25/2015

 Date

 Christine McBroom, City Treasurer

 Date

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/25/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
81721	09/21/2015	Open			ICMA RETIREMENT TRUST	\$10,970.02
	Invoice		Date	Description	Amount	
	ICMA09-04-15		09/04/2015	ICMAcontribution09-04-15	\$5,485.01	
	ICMA9-18-15		09/18/2015	ICMAcontributions09-18-15	\$5,485.01	
				1001 - Payroll Payables		
81722	09/21/2015	Open			Julie & Matthew Haniger	\$2,908.75
	Invoice		Date	Description	Amount	
	15-004		05/12/2015	Planning Dept Refund, 113 Oakland Ave.	\$2,908.75	
81723	09/25/2015	Open			AFLAC	\$466.76
	Invoice		Date	Description	Amount	
	AflacSept2015		09/25/2015	AFLAC insurance Sept 2015	\$466.76	
				1001 - Payroll Payables		
81724	09/25/2015	Open			AMERICAN PLANNING	\$520.00
	Invoice		Date	Description	Amount	
	201248-1575		07/13/2015	Cattan APA, AICP, CHAPT/CAN memberships	\$520.00	
81725	09/25/2015	Open			ANDERSON BRULE	\$1,486.60
	Invoice		Date	Description	Amount	
	14.1202.0-3		09/13/2015	August basic services and reimbursable expenses -	\$1,486.60	
81726	09/25/2015	Open			B & B SMALL ENGINE	\$83.98
	Invoice		Date	Description	Amount	
	335039		09/16/2015	Hedger blade, trimmer grease	\$83.98	
81727	09/25/2015	Open			BANK OF AMERICA	\$16.00
	Invoice		Date	Description	Amount	
	12009825		08/31/2015	August 2015 Analysis charge	\$16.00	
81728	09/25/2015	Open			CODE PUBLISHING	\$257.40
	Invoice		Date	Description	Amount	
	50643		08/17/2015	Capitola Municipal Code update #2	\$257.40	
81729	09/25/2015	Open			CUMMINS PACIFIC	\$2,284.03
	Invoice		Date	Description	Amount	
	021-18743		08/13/2015	sweeper repairs	\$2,284.03	
				1310 - Gas Tax Fund		
81730	09/25/2015	Open			EARTHWORKS PAVING	\$41,148.00
	Invoice		Date	Description	Amount	
	1634		08/26/2015	Rispin Peery Park ADA Pathway - Phase I	\$41,148.00	
				1200 - Capital Improvement Fund		
81731	09/25/2015	Open			ESMERALDA GONZALEZ	\$239.00
	Invoice		Date	Description	Amount	
	Gonzalez09152015		09/15/2015	textbook reimbursement	\$239.00	

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/25/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
81732	09/25/2015	Open			EWING IRRIGATION	\$225.10
	Invoice		Date	Description		Amount
	355500		09/12/2015	Relief valve assembly		\$58.95
	375530		09/17/2015	PVC repair parts		\$166.15
				1000 - General Fund	\$166.15	
				1311 - Wharf Fund	\$58.95	
81733	09/25/2015	Open			FERGUSON ENTERPRISES	\$205.33
	Invoice		Date	Description		Amount
	4350164		09/16/2015	Plumbing supplies		\$110.46
	4365999		09/17/2015	Plumbing supplies		\$33.27
	4360650		09/15/2015	Plumbing supplies		\$61.60
81734	09/25/2015	Open			FLYERS ENERGY LLC	\$1,860.66
	Invoice		Date	Description		Amount
	15-134213		09/11/2015	506 gallons Ethanol		\$1,570.17
	15-134215		09/11/2015	100 gallons Diesel		\$290.49
81735	09/25/2015	Open			GLOBAL ENVIRONMENTAL	\$380.98
	Invoice		Date	Description		Amount
	627913		09/14/2015	Coil assembly condenser and freight charges		\$380.98
				1310 - Gas Tax Fund		
81736	09/25/2015	Open			GRAINGER	\$156.13
	Invoice		Date	Description		Amount
	9842863277		09/15/2015	HVAC fan belts		\$156.13
81737	09/25/2015	Open			HARLAN, STEPHANIE	\$754.10
	Invoice		Date	Description		Amount
	HarlanSept2015		09/21/2015	Harlan Leage of CA cities conference		\$754.10
81738	09/25/2015	Open			HOME DEPOT CREDIT	\$778.81
	Invoice		Date	Description		Amount
	69680000188516		08/24/2015	Adhesive - B&V II		\$15.89
	69680000271569		08/26/2015	Misc. batteries		\$100.52
	69680000573105		08/26/2015	Vacuum bags - grinder		\$51.86
	69680005688825		08/27/2015	Cleaning supplies		\$36.72
	69680005603782		09/01/2015	Bathroom repair		\$55.33
	69680005746839		09/01/2015	auto primer, stop rust spray		\$32.56
	69680005605407		09/02/2015	stop rust spray		\$12.21
	69680000125849		09/03/2015	Concrete supplies		\$135.58
	69680005946157		09/03/2015	Anchors - CPD		\$6.27
	69680005770003		09/08/2015	Cleaning supplies		\$18.76
	69680000150656		09/09/2015	Bucket		\$5.33
	69680005630561		09/10/2015	Screws		\$5.67
	69680000155226		09/11/2015	Backflow repair		\$44.97
	69680000541557		09/11/2015	Broom		\$10.79
	69680005664453		09/22/2015	spray paint		\$22.82
	69680005799218		09/17/2015	Exterior lights		\$56.02
	69680005655220		09/19/2015	Batteries		\$138.30
	69680005664206		09/22/2015	Broom		\$29.21
				1000 - General Fund	\$667.57	
				1311 - Wharf Fund	\$111.24	

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/25/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
81739	09/25/2015	Open			ILLINGWORTH & RODKIN	\$2,370.09
	Invoice		Date	Description	Amount	
	15-095-4r		09/18/2015	August 2015 services, completion of noise assessment	\$2,370.09	
81740	09/25/2015	Open			INTERSTATE SALES	\$480.77
	Invoice		Date	Description	Amount	
	11442		09/14/2015	Safety supplies	\$480.77	
81741	09/25/2015	Open			LABORMAX STAFFING	\$1,923.00
	Invoice		Date	Description	Amount	
	26-52384		09/18/2015	contract labor	\$1,923.00	
81742	09/25/2015	Open			LIFE INSURANCE CO OF	\$2,299.84
	Invoice		Date	Description	Amount	
	Sept2015		09/01/2015	Disability & Life insurance Sept 2015	\$2,299.84	
				1000 - General Fund	(\$0.16)	
				1001 - Payroll Payables	\$2,300.00	
81743	09/25/2015	Open			LIUNA PENSION FUND	\$748.80
	Invoice		Date	Description	Amount	
	LiunaSept2015		09/21/2015	LIUNA dues Sept 2015	\$748.80	
				1001 - Payroll Payables		
81744	09/25/2015	Open			LLOYDS TIRE SERVICE	\$127.67
	Invoice		Date	Description	Amount	
	290721		09/16/2015	Mount tires, balance, and disposal fee	\$100.60	
	290992		09/21/2015	tire balancing and disposal fee	\$27.07	
81745	09/25/2015	Open			MARK GONZALEZ	\$416.90
	Invoice		Date	Description	Amount	
	Gonzalez09162015		09/16/2015	textbook reimbursement	\$416.90	
81746	09/25/2015	Open			Modern Wiring	\$3,350.00
	Invoice		Date	Description	Amount	
	Modern091415		09/14/2015	Fabrication & installation of sound dampening panels	\$3,350.00	
				1320 - PEG - Public Education and Govt		
81747	09/25/2015	Open			MUNISERVICES LLC	\$50.00
	Invoice		Date	Description	Amount	
	38873		09/15/2015	CAFR Report	\$50.00	
81748	09/25/2015	Open			NORTH BAY FORD	\$52.41
	Invoice		Date	Description	Amount	
	250359		09/22/2015	Lamp assembly rear	\$52.41	
81749	09/25/2015	Open			PHIL ALLEGRI ELECTRIC	\$230.00
	Invoice		Date	Description	Amount	
	20236		09/11/2015	reset floats wharf septic tank	\$230.00	
				1311 - Wharf Fund		

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/25/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
81750	09/25/2015	Open			ROYAL WHOLESALE	\$52.2
	Invoice		Date	Description		Amount
	7719-596988		09/17/2015	Photo cell		\$52.20
81751	09/25/2015	Open			SACRAMENTO BAG	\$1,273.2
	Invoice		Date	Description		Amount
	161917		09/03/2015	Sand bags		\$1,273.25
81752	09/25/2015	Open			SANTA CRUZ FIRE	\$287.2
	Invoice		Date	Description		Amount
	99074		09/18/2015	fire supression services annual check		\$287.21
81753	09/25/2015	Open			SANTA CRUZ MUNICIPAL	\$971.73
	Invoice		Date	Description		Amount
	Aug-Sept 2015		09/11/2015	WATER BILLS FOR STREET MEDIANS		\$971.73
81754	09/25/2015	Open			SANTA CRUZ SENTINEL	\$184.22
	Invoice		Date	Description		Amount
	5573988		09/15/2015	notice of public hearing - planning commission		\$184.22
81755	09/25/2015	Open			SHERRI BETZ	\$4,186.00
	Invoice		Date	Description		Amount
	Betz09212015		09/22/2015	Early Fall Inst.Payment 2015		\$4,186.00
81756	09/25/2015	Open			SOQUEL CREEK WATER	\$3,463.97
	Invoice		Date	Description		Amount
	SCAugSept2015		09/11/2015	Aug - Sept water charges		\$3,463.97
81757	09/25/2015	Open			SOQUEL NURSERY	\$174.37
	Invoice		Date	Description		Amount
	328290		09/16/2015	Plants		\$174.37
81758	09/25/2015	Open			SWANK MOTION	\$351.00
	Invoice		Date	Description		Amount
	RG2096177		09/08/2015	movies at the beach: Ferris Bueller's Day Off		\$351.00
81759	09/25/2015	Open			WATSONVILLE BLUEPRINT	\$25.07
	Invoice		Date	Description		Amount
	56017		09/15/2015	521 Oak Drive copies and delivery 2210 - ISF - Stores Fund		\$25.07
81760	09/25/2015	Open			WELLS FARGO BANK	\$8,038.89
	Invoice		Date	Description		Amount
	WFAugust2015		09/02/2015	August 2015 Statement		\$8,038.89
				1000 - General Fund	\$2,842.01	
				1313 - General Plan Update and Maint	\$173.68	
				1320 - PEG - Public Education and Govt	\$654.49	
				2210 - ISF - Stores Fund	\$24.95	
				2211 - ISF - Information Technology	\$4,343.76	
81761	09/25/2015	Open		Accounts Payable	Christopher Harrison	\$500.00
	Invoice		Date	Description		Amount
	Harrison09212015		09/21/2015	tree deposit refund		\$500.00
Type Check Totals:				41 Transactions		\$96,296

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)

City Checks Issued 09/25/2015

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
169	09/25/2015	Open			DISCOVERY BENEFITS	\$135.00
	Invoice		Date	Description	Amount	
	571563-IN		08/31/2015	August 2015 Cobra and FSA	\$135.00	
171	09/21/2015	Open			EMPLOYMENT	\$6,133.76
	Invoice		Date	Description	Amount	
	STATEtaxPPE91815		09/18/2015	STATE income tax PPE09-18-15 1001 - Payroll Payables	\$6,133.76	
172	09/21/2015	Open			INTERNAL REVENUE	\$24,714.54
	Invoice		Date	Description	Amount	
	FEDtax09-18-15		09/18/2015	FED income tax PPE 09-18-15 1001 - Payroll Payables	\$24,714.54	
173	09/21/2015	Open			STATE DISBURSEMENT	\$968.43
	Invoice		Date	Description	Amount	
	GARNppe9-18-15		09/18/2015	GARNISHMENT PPE 9-18-15 1001 - Payroll Payables	\$968.43	
174	09/21/2015	Open			CalPERS Member Services	\$45,971.25
	Invoice		Date	Description	Amount	
	PERS9-12-15		09/21/2015	PERS contribution PPE 9-12-15 1000 - General Fund 1001 - Payroll Payables	\$45,971.25 (\$0.11) \$45,971.36	
175	09/21/2015	Open			CalPERS Health Insurance	\$59,892.26
	Invoice		Date	Description	Amount	
	Oct2015		09/21/2015	October health insurance 1000 - General Fund 1001 - Payroll Payables	\$59,892.26 \$2,673.86 \$57,218.40	
Type EFT Totals:				6 Transactions		\$137,815.24

CITY - Main City Totals

Checks	Count: 41	Totals: \$96,299.04
EFTs	Count: 6	Totals: \$137,815.24
All	Count: 47	Totals: \$234,114.28

Wells Payroll Totals

0

Attachment: City Check Register 9-25-15 (1123 : Approval of City Check Register Reports)



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Capitola Police Department

SUBJECT: Consider a Resolution to Extend the Three-Hour Village Parking Limits within Designated Parking Meter Zones in the Village, Zone A1, until February 1, 2016

RECOMMENDED ACTION: Adopt Resolution.

BACKGROUND: At its March 12, 2015 City Council meeting, the Council adopted Resolution No. 4014 (attached) that established new parking time limits within Zone A1 (Village Area). The parking time limits in the Village area were changed from two-hour limits to three-hour limits on a trial basis. The change took effect May 1, 2015, and is set to expire on November 25, 2015. At that hearing in March, Council directed staff to collect relevant data regarding the impacts of the change and present those data when the item returned for Council consideration.

DISCUSSION: The Capitola City Council temporarily changed the parking time limits in Zone A1 (Village Area) from two-hour limits to three-hour limits. The reasoning for this change was based on concerns from the public that there was not enough time to visit eating establishments and shop within the allotted two-hour time period in the Village.

Staff is in the process of collecting data to evaluate the effects of the trial program. Staff will present comparison data for citations issued, citations contested, revenue changes, and sales tax revenue collected in the Village business area, however not all those data will not be available prior to the current expiration date of the three-hour trial program.

The summer sales tax information will not be available until late December of 2015. Citation and revenue data for the month of September, 2015, will not be available until November.

As in past years, at a hearing next month the Council will be considering free three-hour parking limits in Zone A1 as part of the holiday shopping season. The free three-hour period is requested by the Capitola-Soquel Chamber of Commerce and begins on November 26, 2015, then expires on December 26, 2015.

If, as recommended in this report, the three-hour time trial period is extended until February 1, 2016, the total number of days the three hour limit would be extended for five weeks. This recommended extension will let staff compile the relevant data and present it to City Council for consideration at a hearing in January, and avoid potentially unnecessary expenditures to re-sign the Village and reprogram the pay stations.


FISCAL IMPACT: None.

ATTACHMENTS:

3-Hour Village Parking Limits
October 22, 2015

1. Resolution No. 4014 Establishing Parking Time Limits Within Designated Parking Meter Zones (PDF)

Report Prepared By: Rudy Escalante
Police Chief



Jamie Goldstein, City Manager

10/16/2015

3-Hour Village Parking Limits
October 22, 2015

**DRAFT
RESOLUTION NO. _____**

**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
	12 Hours
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:

NOES:

ABSENT:

ABSTAIN:

Dennis Norton, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

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 Establishing Parking Time Limits Within Designated Parking Meter Zones (197 : 3-Hour Village Parking



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Finance Department

SUBJECT: Receive the Quarterly Financial Reports for the Fourth Quarter Budget and Third Quarter Sales Tax Report

RECOMMENDED ACTION: Receive the reports.

DISCUSSION: The attached quarterly reports contain information for the following dates:

- Third Quarter Sales Tax Report: January 1 to March 31, 2015.
- Fourth Quarter Budget Report: April 1 to June 30, 2015.

Detailed information on both subjects can be found in the attached documents.

FISCAL IMPACT: This action is administrative and should not result in a financial impact.

ATTACHMENTS:

1. Sales Tax Third Quarter Fiscal Year 2014/2015
2. Budget Report 2015 Fourth Quarter

Report Prepared By: Mark Welch
Finance Director

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

Jamie Goldstein, City Manager

10/16/2015

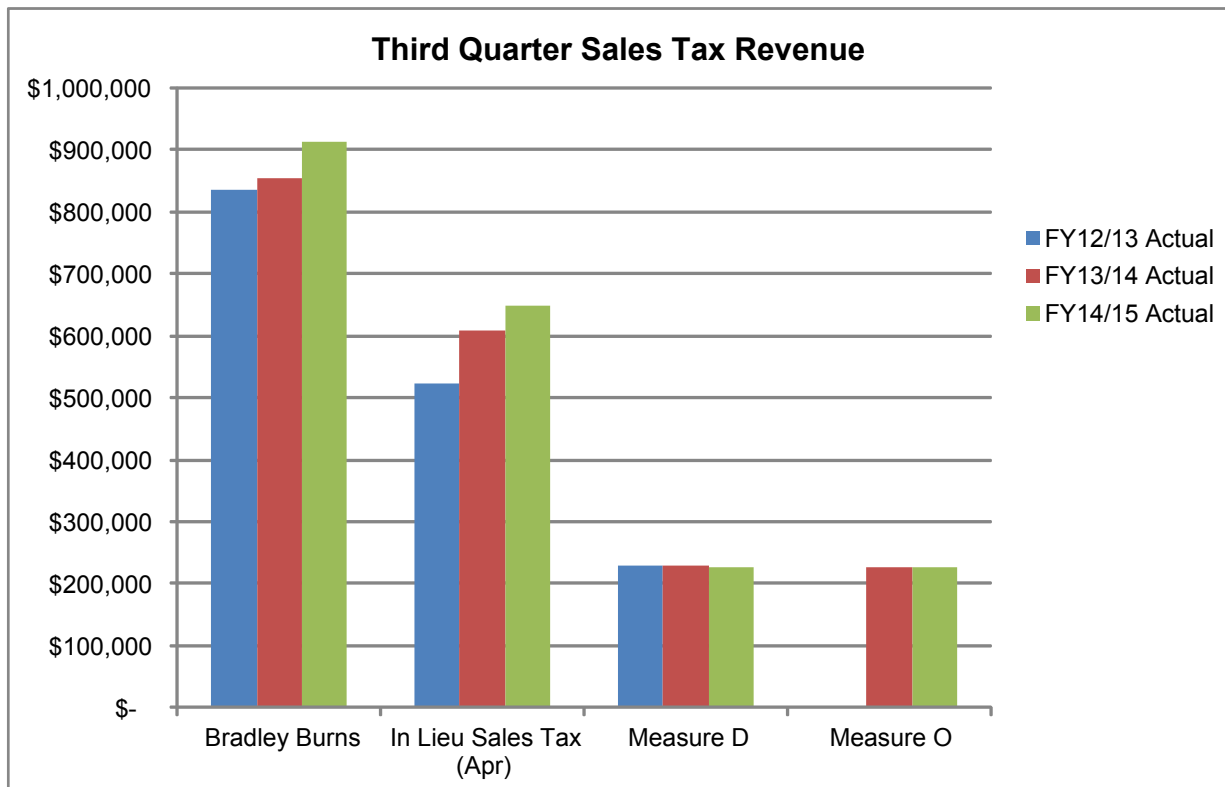


Sales Tax Revenue Report Third Quarter – Fiscal Year 14/15

Total sales tax receipts for the third quarter of FY14/15 were \$2,013,313, which is \$19,313 or 1% over budget and \$96,509 or 5% higher than the prior year. The Bradley-Burns component generated \$913,486 in revenues and is \$37,186 or 4.2% over budget and \$59,827 or 7% higher than the prior year. In Lieu sales tax receipts totaling \$647,564 matched the budget and is \$38,373 or 6.3% higher than last year. Measure D produced \$225,529 in receipts, which is \$10,671 or 4.5% under budget and \$3,251 or 1.4% less than the third quarter of last year. Measure O contributed \$226,734 in revenues, which is \$7,166 or 3.1% under budget and \$1,560 or 0.7% higher than the prior year. A table and graph showing the third quarter sales tax results are shown below.

Third Quarter Sales Tax Revenue Analysis

Description	FY12/13 Actual	FY13/14 Actual	FY14/15 Budget	FY14/15 Actual	Actual vs. Budget		Actual vs. Prior	
					Amount	%	Amount	%
Bradley Burns	\$ 836,015	\$ 853,659	\$ 876,300	\$ 913,486	\$ 37,186	4.2%	\$ 59,827	7.0%
In Lieu Sales Tax (Apr)	\$ 523,674	\$ 609,191	\$ 647,600	\$ 647,564	\$ (36)	0.0%	\$ 38,373	6.3%
Measure D	\$ 229,835	\$ 228,780	\$ 236,200	\$ 225,529	\$ (10,671)	-4.5%	\$ (3,251)	-1.4%
Measure O	\$ 689	\$ 225,174	\$ 233,900	\$ 226,734	\$ (7,166)	-3.1%	\$ 1,560	0.7%
	\$ 1,590,213	\$ 1,916,804	\$ 1,994,000	\$ 2,013,313	\$ 19,313	1.0%	\$ 96,509	5.0%





Budget Report Fourth Quarter – FY14/15

Overview:

This report summarizes the City's unaudited overall financial position for the current fiscal year through June 2015. All revenue and operating expenditure trends are generally on target with annual projections.

News and Information:

Comprehensive Annual Financial Report

The Audited Comprehensive Annual Financial Report will be completed by December 31, 2015. Information provided in this report is unaudited and may change between this report and the CAFR. The City's annual audit will be completed the first week of November.

General Fund:

The fiscal year is complete. The General Fund revenues are 103 percent of the annual projections, while expenditures are at 96 percent. In FY 14/15, increased performance in core revenues have increased revenues by \$507,698 over the prior year. The City's expenditures are fairly consistent with budget with the City spending 96 percent. Additional details are provided in the remaining sections.

General Fund	Budgetary Comparison			Prior Year
	Amended Budget	YTD Transactions	Percent	
Beginning Fund Balance	\$ 1,076,628	\$ 1,076,628		
Revenues	14,573,845	14,983,054	103%	\$14,475,356
Expenditures	12,616,023	12,029,906	95%	11,911,108
Operating Subtotal	1,957,822	2,953,148		2,564,248
Other Financing: (CIP, Debt Service, Reserves)	2,395,025	2,399,440		3,583,868
FY14/15 Operating Difference	\$ (437,203)	\$ 553,708		\$ (1,019,620)
Est. Fund Balance	\$ 639,425	\$ 1,630,336		

Key Revenues:

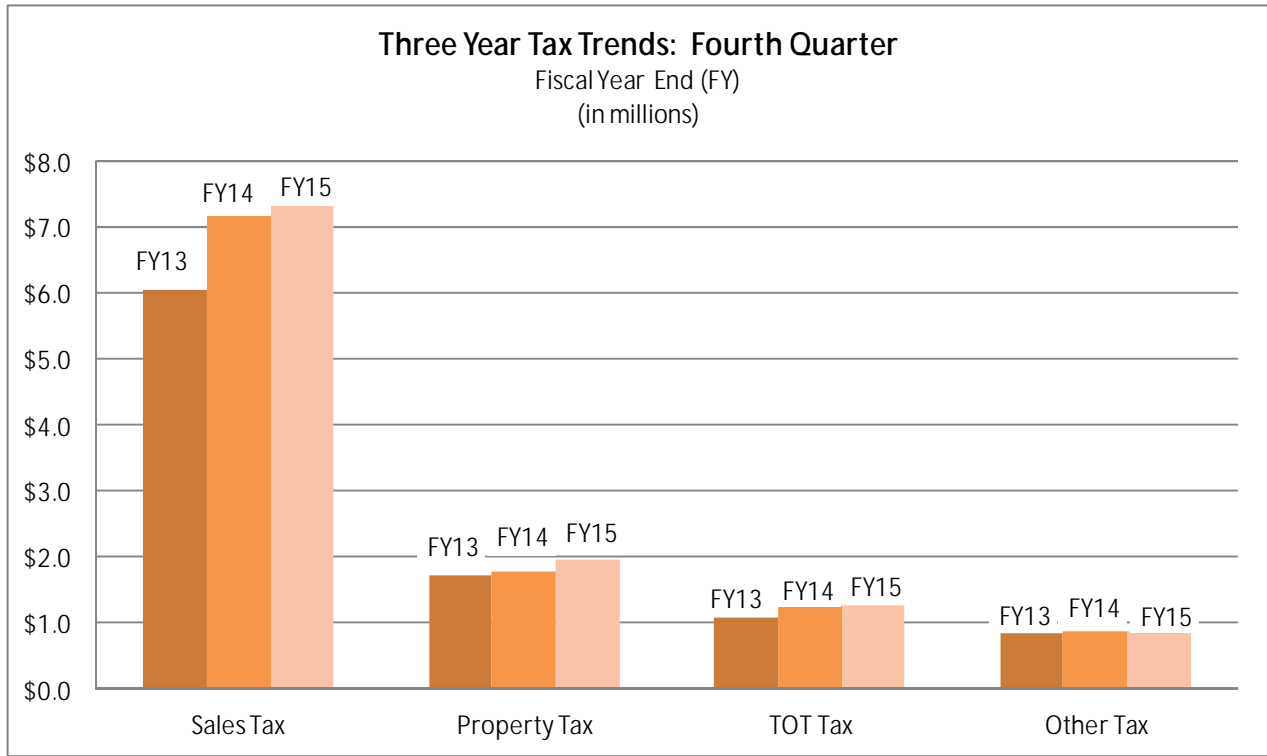
Revenue	Budgetary Comparison			Prior Year	Annual % of Change
	Amended Budget	YTD Transactions	% Used / Rec'd		
Taxes:					
Property Taxes	\$ 1,904,900	\$ 1,963,272	103%	\$ 1,777,633	0%
Sales and Use Tax	7,315,454	7,330,443	100%	7,179,727	2%
Document Transfer Tax	33,200	77,976	235%	71,742	9%
Business License Tax	280,800	284,474	101%	287,225	-1%
Franchise Tax	485,200	510,842	105%	496,759	3%
TOT Tax	1,251,800	1,275,716	102%	1,263,175	1%
Subtotal - Taxes	\$ 11,271,354	\$ 11,442,723	102%	\$ 11,076,261	3%
Other:					
Licenses and permits	\$ 249,450	\$ 283,080	113%	\$ 304,218	-7%
Intergovernmental revenues	235,016	314,037	134%	138,004	128%
Charges for services	1,980,900	2,062,186	104%	2,123,124	-3%
Fines and forfeitures	718,800	757,315	105%	730,668	4%
Use of money & property	51,800	62,102	120%	21,697	186%
Other revenues	66,525	61,610	93%	81,384	-24%
Other financing sources	-	-	0%	-	-
Extraordinary Items	-	-	0%	-	-
Subtotal - Other Revenues	3,302,491	3,540,330	107%	3,399,095	4%
Total Revenues	\$ 14,573,845	\$ 14,983,054	103%	\$ 14,475,356	4%

Taxes – With the fiscal year ending, the City experienced a three percent increase in tax collections over the prior year. All tax categories came in above budget.

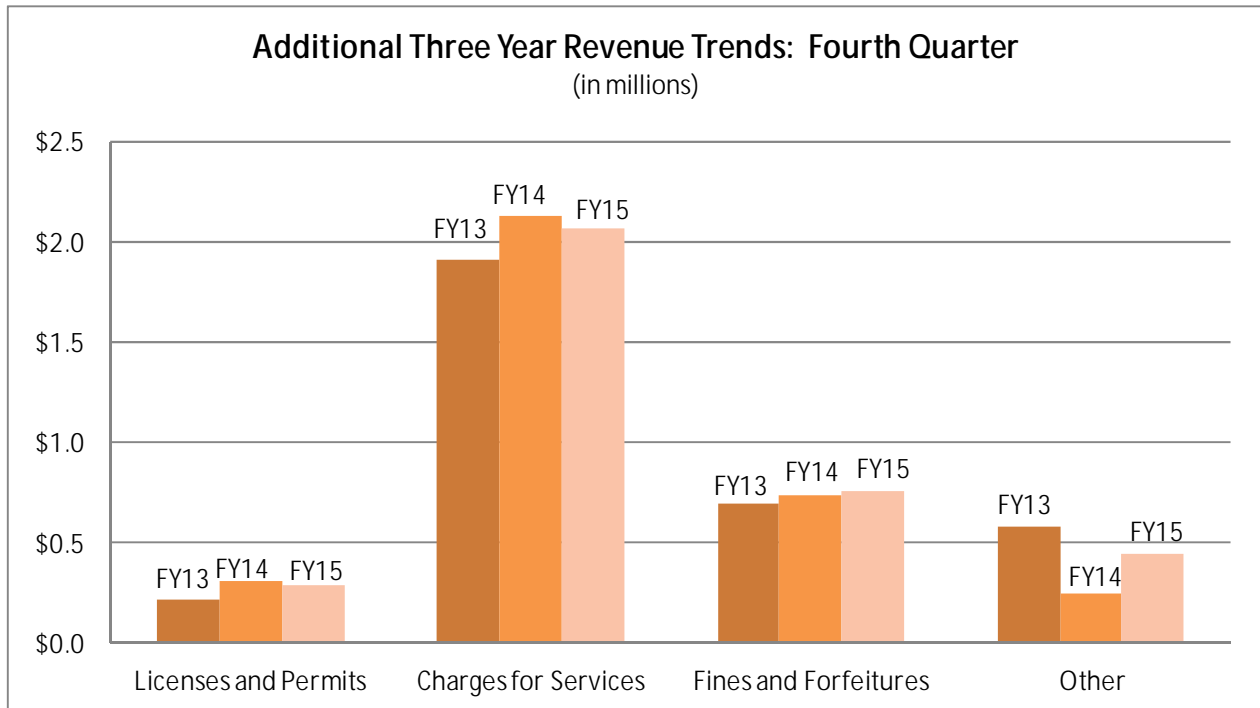
Charges for Services – The collections for service charges came in four percent above budget but below the prior year.

Other – Intergovernmental Revenues related to grant funding are included in this category.

A chart providing three-year tax trend information is provided for reference:



Additional three-year revenue trend information is presented below:



Expenditures:

Expenditures by Category	Budgetary Comparison			Prior Year
	Amended Budget	YTD Transactions	% Used/ Rec'd	
Personnel	\$ 7,910,707	\$ 7,745,857	98%	\$ 7,662,840
Contract Services	2,926,578	2,562,337	88%	2,476,303
Training & Memberships	82,600	70,604	85%	67,239
Supplies	568,228	531,547	94%	529,682
Grants and Subsidies	269,763	269,814	100%	254,270
Capital Outlay	7,500	(900)	-12%	27,849
Internal Service Fund Charges	850,647	850,647	100%	892,925
Other Financing Uses	2,395,025	2,399,440	100%	3,583,868
Fund Totals: General Fund	\$ 15,011,048	\$ 14,429,345	96%	\$15,494,976

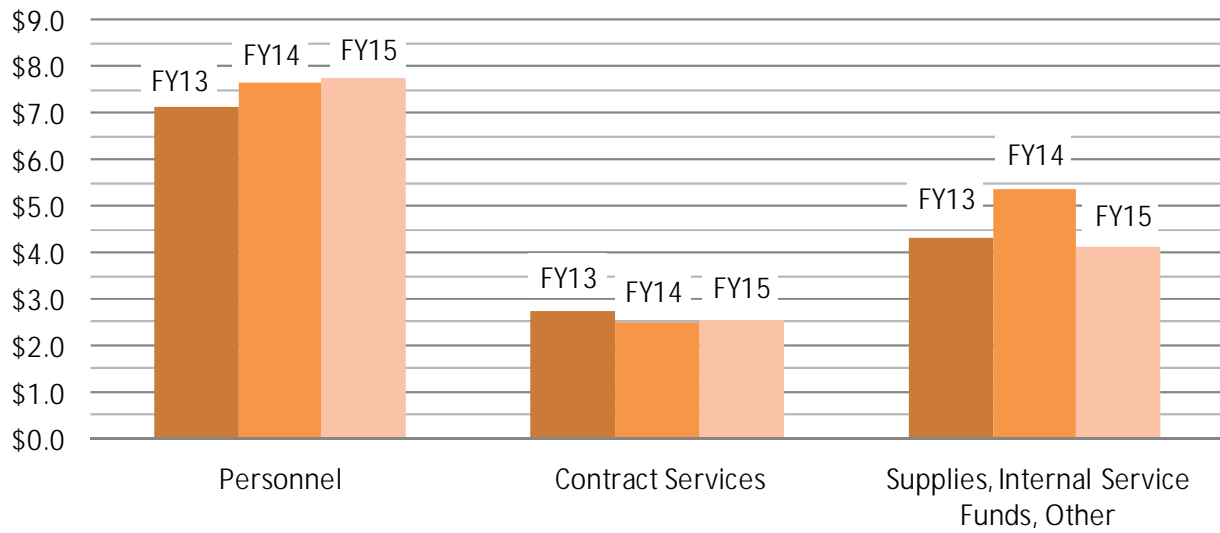
Expenditures By Department	Budgetary Comparison			Prior Year
	Amended Budget	YTD Transactions	% Used/ Rec'd	
City Council	\$ 130,240	\$ 122,590	94%	\$ 111,715
City Manager	847,919	774,059	91%	818,494
Personnel	209,744	209,009	100%	188,612
City Attorney	187,323	197,020	105%	186,944
Finance	789,080	707,880	90%	750,971
Community Grants	269,763	269,814	100%	254,270
Public Safety	6,017,340	5,804,294	96%	5,823,792
Public Works	2,471,868	2,342,988	95%	2,247,301
Community Development & Building	739,122	700,597	95%	617,000
Culture and Leisure	953,624	901,655	95%	912,008
Transfers	2,395,025	2,399,440	100%	3,583,868
Expenditure Totals	\$ 15,011,048	\$ 14,429,345	96%	\$15,494,976

Expenditures ended the year at 96 percent of budget. Personnel expenditures increased 1 percent over the prior year, while Contract Services increased 3.5 percent, with Other Financing Sources decreasing 33 percent. Overall expenditures have decreased 6.88 percent from the prior year.

Three year expenditure trend information by category is presented in the following chart.

Three Year Expenditure Trends: Fourth Quarter

Fiscal Year End (FY)
(in millions)





CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Public Works Department

SUBJECT: Consider Awarding a Contract for Street Striping Services

RECOMMENDATION: Award a contract to Safety Striping Service, Inc in the amount of \$29,836.00 for street striping services throughout the City.

BACKGROUND: The City received two bids for street striping services which includes repainting lane lines, bike lane lines, crosswalks, and legends throughout the City. A summary of the bids is as follows:

Safety Striping Services, Inc.	\$29,836.00
Chrisp Company	\$31,028.80

The bids received were based on quantities and locations provided by the Public Works staff.

DISCUSSION: The contract is part of Public Works annual street maintenance work. Safety Striping Services, Inc. has indicated they can start work the week of October 26th and should take approximately one week to complete.

FISCAL IMPACT: The Fiscal Year 2015/2016 Gas Tax Fund has \$35,000 budgeted for street painting. This contract will be paid from that line item.

ATTACHMENTS:

1. Safety Striping Bid
2. Chrisp Bid

Report Prepared By: Steve Jesberg
Public Works Director

Jamie Goldstein, City Manager

10/16/2015



**SAFETY STRIPING
SERVICE, INC.**

PO Box 1020
6868 Avenue 305
Goshen, CA 93227
TEL: (559) 651-1022
FAX: (559) 651-1118
Contractors License #308669



Signatory Contractors, Laborer's International, Northern & Southern California
DIR # 100001574

CONTRACTOR QUOTATION

PROJECT: Striping & Markings Maintenance 2015
City of Capitola

DATE: October 6, 2015

QUOTE#: 15-098

Item #	Description	Unit	Est Qty	Unit \$	Total \$
REFRESH STRIPING (SPRAY THERMO):					
1	Detail 1 (4" Broken, Yellow)	LF	200	0.250	\$50.00
2	Detail 8 (4" Broken, White)	LF	4100	0.250	\$1,025.00
3	Detail 21 (Double Yellow)	LF	6400	0.650	\$4,160.00
4	Detail 24 (4" Solid, Yellow)	LF	400	0.500	\$200.00
5	Detail 38a (8" Solid, White)	LF	300	0.650	\$195.00
6	Detail 39 (6" Solid, White)	LF	11460	0.550	\$6,303.00
7	Detail 39a (6" Broken, White)	LF	1800	0.550	\$990.00
8	Detail 40 (4" Broken, White)	LF	60	2.000	\$120.00
REFRESH MARKINGS (SPRAY THERMO):					
9	Crosswalk	SF	2000	3.500	\$7,000.00
10	Limit Line	SF	100	3.500	\$350.00
11	"KEEP CLEAR" Stencil	EA	14	182.000	\$2,548.00
12	"BUMP" Stencil	EA	20	84.000	\$1,680.00
13	Bike Lane Symbol	EA	23	24.500	\$563.50
14	Bike Lane Arrow	EA	23	24.500	\$563.50
15	Sharrow Stencil	EA	40	81.000	\$3,240.00
INSTALL NEW MARKINGS (SPRAY THERMO):					
16	Sharrow Stencil	EA	8	106.000	\$848.00
Safety Striping Service is a certified California DVBE / SBE (#14354)					
SEE PAGE 2 FOR CONDITIONS.				TOTAL	\$29,836.00

Chrisp Company

Fremont Office
43650 Osgood Rd
Fremont CA 94539
Phone: (510) 656-2840 Fax: (510) 656-2397

Contractors License No. 374600

DIR Registration No. 1000000306
A General Engineering
C-13 Fence, Wire, wood
C-32 Highway Improvement

Quotation

Union Contractor / No minority Status

TO: CAPITOLA, CITY OF
420 CAPITOLA AVE

CAPITOLA CA 95020
Phone: (831) 475-7300 Fax: () -
Contact: ED MORRISON

Current Date: 9/29/2015
Bid Date: 9/30/2015
Job Name: CAPITOLA SPRAY
THERMOPLASTIC
Location: CAPITOLA Bid#: 28982 0
Contract#: Job#:
Working Days:

Liquidated Damages

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
01	DETAIL 8 STRIPE	4300	LF	0.350	\$1,505.00
02	DETAIL 22 STRIPE	6400	LF	0.700	\$4,480.00
03	DETAIL 38 STRIPE	300	LF	0.700	\$210.00
04	DETAIL 39 / 39A STRIPE	13260	LF	0.530	\$7,027.80
05	DETAIL 40 INTERSECTION STRIPE	60	LF	0.350	\$21.00
06	50' LEAD LINES AT INTERSECTIONS	10	EA	35.000	\$350.00
07	12" THERMOPLASTIC LIMIT LINE / CROSSWALK STRIPE	2100	LF	3.650	\$7,665.00
08	"BUMP" LEGEND	20	EA	110.000	\$2,200.00
09	BIKE LANE / MARKINGS	23	EA	70.000	\$1,610.00
10	REFRESH AND / OR NEW SHARROWS	48	EA	60.000	\$2,880.00
11	"KEEP CLEAR" LEGEND	14	EA	220.000	\$3,080.00
Subtotal					\$31,028.80
TOTAL					\$31,028.80

Written Authorization is Required Prior to Proceeding With Work

ACCEPTED BY: P.O. Number
TITLE: Job Number

Bond Rate 1.2% Addendu

This quote includes all stipulations found on page 2

QUOTE PREPARED BY Danny Azcueta
(650) 224-1115
dazcueta@chrispco.com
CHRISP COMPANY

Packet Pg. 69

7.E.2



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Public Works Department

SUBJECT: Award a Contract to Michael Arnone and Associates for the Preparation of Construction Documents for the Rispin Park

RECOMMENDED ACTION: Take the following actions:

1. Award a contract to Michael Arnone and Associates in the amount of \$61,885 for the preparation of Rispin Park Construction Documents;
2. Select Design Option 1 for the Wharf Road wall which includes modification of the existing wall to improve visibility and public safety;
3. Select Design Option 1 for the amphitheater location and direct staff to return with the documentation as necessary to allow construction of the amphitheater as proposed.

BACKGROUND: On May 28, 2015, the City Council approved the conceptual plans for the Rispin Park and gave direction to staff to proceed with permitting and environmental review. On October 1, 2015, the Planning Commission approved a Conditional Use Permit, Design Permit, and an Environmental Impact Report Addendum for the project. The 10 day period for appealing the Planning Commission's actions runs through October 16, 2015, which is followed by a 10-day period during which Coastal Commission staff may appeal the project.

DISCUSSION: In order to meet the timelines of the California Housing Related Parks Program Grant received for this project, staff is recommending immediately proceeding with construction drawing preparation so that the project may be bid in January 2016. Should an appeal be filed in the interim, the hearings will be held while the design documents are being prepared and any necessary design changes would be incorporated. Arnone and Associates proposal, which details the scope of work, is included as Attachment 1.

The approved conceptual design includes restoration of several historic features of the property, including the entry staircase, grand staircase, reflection pool, sundial, fountain, arbor, interior walls, and other ornamental elements. New amenities proposed for the park include an amphitheater, a bocce ball court, a children's nature play area, chess tables, benches, planters, bike racks, a drinking fountain, security lighting, interpretative displays and signage, ADA compliant pathways, gardens, trash receptacles, and landscaping, including a native oak demonstration garden and a Monarch butterfly demonstration garden. There are no improvements or alterations proposed to the mansion.

The project includes design options for treatment of the exterior perimeter wall which runs parallel to Wharf Road and the size and location of the proposed amphitheater, as described below:

Perimeter Wall Design Options

The northern portion of the Rispin Mansion property is presently enclosed by an approximately six-foot cast wall which runs parallel with Wharf Road. The wall is in disrepair and there have been differing views regarding whether it should be restored and preserved or partially removed

Rispin Park Design Contract
October 22, 2015

to enhance visibility and public safety. Accordingly, there are two design options for the wall to be considered by the City Council:

Option 1: Under Option 1, portions of the wall would be removed to improve visibility and public safety, while restoring and preserving other segments to retain the historical ambiance of the site. Portions of the wall to be preserved would be lowered to 30-inches with a decorative, 30-inch wrought iron fence on top. The archway above the entry staircase would be retained.

Option 2: Under Option 2, the existing perimeter wall would be restored and preserved with its current configuration and size.

Amphitheater Design Options

The proposed project includes an amphitheater located southwest of the mansion. As designed, the proposed amphitheater would encroach into a narrow “finger” of a conservation easement which encumbers habitat areas within the property. The following are the three design options related to the amphitheater:

Option 1: Under Option 1, an approximately 430-square-foot amphitheater would be constructed as shown in the conceptual design plans. Staff will review the conservation easement to determine necessary steps should City Council select this option.

Option 2: Option 2 would reduce the size of the proposed amphitheater to approximately 285-square-feet and would relocate it closer to the mansion to avoid the conservation easement.

Option 3: Option 3 would develop an approximately 580-square-foot amphitheater, but would relocate it to the north near the former mansion bath house. This option would avoid the conservation easement.

Staff is recommending Options 1 for both the wall and amphitheater. The approved conceptual design plans, which included both the recommended options for these items is included as Attachment 2.

FISCAL IMPACT: \$100,000 of local funding and \$384,000 of grant funding is included in the current Capital Improvement Program for this project. The cost of this work will be eligible for reimbursement from the grant.

ATTACHMENTS:

1. Arnone & Associates Proposal for Rispin Park Construction Documents
2. Approved Conceptual Plans

Report Prepared By: Steve Jesberg
Public Works Director



Jamie Goldstein, City Manager

10/16/2015

Michael Arnone + Associates Landscape Architecture
September 22, 2015

Proposal for RISPIN PARK CONSTRUCTION DOCUMENTS



Attachment: Arnone & Associates Proposal for Rispin Park Construction Documents (1217 : Rispin Park Design Contract)

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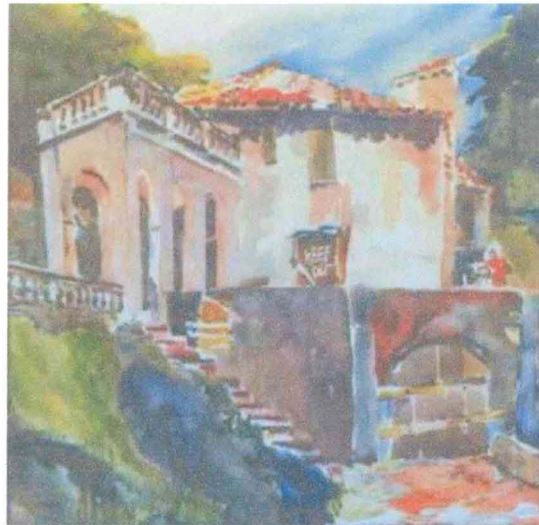
Attachment: Arnone & Associates Proposal for Rispin Park Construction Documents (1217 : Rispin Park Design Contract)

I. Introduction

Michael Arnone + Associates (MA+A) is a landscape architecture firm based in Santa Cruz, California. Since its beginning in 1990, MA+A has focused on water conservation through the use of drought tolerant plant material and efficient, low flow irrigation systems. Our slogan, 'With Nature in Mind' serves as a constant reminder that as environmental design professionals we must base our work on nature's model. Our goal as stewards of the land is to create and utilize wise development practices limiting negative effects on the local and regional environment. By listening carefully to client expectations and by gathering information about the site and the surrounding environment, we strive to create a design that works on all levels. MA+A has had the opportunity to work on more than 1000 projects with municipal, commercial and residential clients in Santa Cruz, Monterey and Santa Clara counties.

Our firm is excited to work with the City of Capitola and believe that our successful history of built projects within the City is a testament to our commitment to quality design in our community.

For Rispin Park, we have assembled a team to address the critical aspects of this project. In addition to MA+A's experience with multiple parks and community related projects, Bowman and Williams will provide civil engineering to minimize impacts on Soquel Creek watershed and address ADA compliancy. Bowman and Williams will facilitate the structural engineering and geotechnical with sub consultants Pacific Crest Engineering Inc. and Urfer & Associates. Edison Becker Bonjardim of BWB will provide the electro-mechanical plans for the fountain and reflecting pool. Maureen Hamb, Arborist will act as the consulting arborist for the project .



II. Project Team and Qualifications

PROJECT LEAD:

Michael Arnone + Associates, Landscape Architecture - 3370 Samuel Place, Santa Cruz, Ca 95062

Michael Arnone, Principal Landscape Architect

Qualifications:

- o Licensed Landscape Architect since 1989
- o Municipal project experience with County of Santa Cruz, City of Santa Cruz, City of Capitola
- o Adjunct Faculty Instructor at Cabrillo College since 1999 (Landscape Design)
- o Extensive experience with low impact development utilizing;
 - Pervious Paving
 - Bio-Retention Basins
 - Rain Gardens
 - Drought Tolerant Plant Material
 - Low Flow Surface and Sub Surface Irrigation Techniques
- o Resident of Santa Cruz/Capitola; active in community activities and development
- o Served on Capitola Arch and Site Committee from 1997 to 2007
- o Member of Capitola/Soquel Chamber of Commerce
- o See appendix 1 for resume and references and Associate Landscape Architect resume

CONSULTANTS:

Bowman and Williams – PO Box 1621, Santa Cruz CA 95062

Civil Engineers

Pacific Crest Engineering - 444 Airport Blvd., Suite 106, Watsonville CA 95076

Geotechnical Services

Urfer & Associates - 2715 Porter Street, Soquel, CA 95073

Structural Engineering Services

Bonjardim Water Workshop - PO Box 1918 Soquel, CA 95073

Electro-Mechanical design

Maureen Hamb - 127 Stockton Avenue, Santa Cruz CA 95060

Arborist

III. Scope Of Work

MA+A will provide the following services:

SCOPE OF SERVICES

A. CONSTRUCTION DOCUMENTS

1. Upon receipt of authorization from the Owner to proceed, the Landscape Architect will develop landscape construction documents, including Working Drawings and Specifications, setting forth in detail the requirements for the construction of the project.
2. The Landscape Architect will complete the hardscape and lighting plan showing the locations of all hardscape elements and lighting fixtures. Details for all elements to be restored and introduced to the site will be prepared.
3. The Landscape Architect will complete the fencing plan and details showing the locations and types of fencing to be used.
4. The Landscape Architect will complete the site furnishings plan showing the location and type of furnishing to be used for the project.
5. The Landscape Architect will complete the planting plan and details for all areas to receive landscaping. The planting plan will include sizes, location, spacing, and extent of individual materials. Plans will comply with City of Capitola and Soquel Creek Water District guidelines.
6. The Landscape Architect will design an automatic irrigation system to coordinate with the planting plans. The Landscape Architect will provide a water use schedule and water use calculations to comply with local agency requirements.
7. Construction Documents Sheets will include
 - a) Hardscape and Lighting Plan
 - b) Site Furnishing Plan
 - c) Fencing Plan
 - d) Irrigation Plan
 - e) Irrigation Details and Specifications (on the drawing)
 - f) Planting Plan
 - g) Planting Details, Legend and Specifications (on the drawings)
 - h) Water Use Calculations and compliance with local water district regulations
8. Deliverables to be electronic files in PDF format for the following submittals:
 - a) 50% Construction Documents, specifications;
 - b) Final Construction Documents/Bid Set submittal.
9. Meetings and Coordination:
 - a) The Landscape Architect has allocated time for meeting on site or at the city offices.

B. CONSTRUCTION OBSERVATION FOR

1. Construction Observation at critical phases of planting and irrigation installation. Fees will be based upon T&M.

C. ADDITIONAL LANDSCAPE ARCHITECTURAL SERVICES

1. The Landscape Architect will consider the following items as additional services. These services will be pre-approved by the City of Capitola prior to commencement of work.
 - a) Providing planning surveys, soil testing and laboratory results, site investigations, or taking measurement of existing construction as required for planning additions or alterations – if adequate drawings are not available.
 - b) Preparing deductive or no-cost change orders and supporting data.
 - c) Providing consultation concerning replacement of any work damaged by fire or other cause during construction and furnishing professional services of the type which may be required in connection with the replacement of such work.
 - d) Providing professional services made necessary by the Contractor in the performance of the Construction Contract.

D. COORDINATION OF SUB CONSULTANTS

1. The Landscape Architect will coordinate work done by sub consultants and oversee the management of the preparation of the project construction documents.

IV. Proposed Fee Schedule

MA+A Landscape Architectural Services	\$16,100.00
\$165 per hour principal time	
\$85 per hour associate landscape architect time	
\$45 per hour staff time	
Civil Engineering Services	\$38,275.00
<i>Bowman and Williams</i>	
<i>Joel Ricca</i>	
see civil/structural/geotech proposal for hourly fee rates	
Electro-Mechanical Engineering	\$5,710.00
Bonjardim Water Workshop	
Edison Becker Bonjardim, Principal	
Arborist Services	
<i>Maureen Hamb, Arborist</i>	<i>estimated \$1,050.00</i>
\$175 per hour arborist time	
Historic Architect	<i>estimated \$750.00</i>
Achieves and Architecture	
<i>Leslie Dill, Historic Architect</i>	
\$125 per hour	
Estimated Total Fees	\$61,885.00

V. Insurance

\$1,000,000 general and office liability insurance underwritten by RLI.

\$1,000,000 errors and omission insurance underwritten by Westport Insurance Corporation

\$500,000 automobile coverage underwritten by AAA

See Appendix I for supporting insurance documentation

VI. Project References

Jack Sohriakoff

Santa Cruz County Public Works
401 Ocean Street, 4th Floor
Santa Cruz, CA 95060
831.454.2392

David Ow, Director

Kings Plaza Shopping Center
1601 41st Avenue
Capitola, CA 95010
831.475.9042

Toni Castro, Executive Director

Capitola/Soquel Chamber of Commerce
716 G Capitola Avenue
Capitola, CA 95010
831.475.6522

Doug Deaver, Construction Coordinator, retired

Cabrillo College
6500 Soquel Drive
Aptos, CA 95003
831.662.3246

Jon Bombaci, Wharf Supervisor

Santa Cruz Parks and Recreation Dept.
21 Municipal Wharf
Santa Cruz, CA 95060
831.420.6027

Peter Shaw, Department Chair

Cabrillo College
6500 Soquel Drive
Aptos, CA 95003
831.479.6256

Matthew Thompson, Architect

Thatcher and Thompson
200 Washington Street
Santa Cruz, CA 95060
831.457.3939

Joe Appenrodt

Top Shelf Development
4375 Capitola Road
Capitola, CA 95010
831.465.9191



VII. MA+A Resumes

Michael Arnone, Landscape Architect



Employment History

Principal, Michael Arnone + Associates

Residential and commercial site planning and production of landscape construction documents. 1990 to present.

- **Instructor, Cabrillo College**
Hort 55A & 55B: Plant Identification & Design, Hort 65: Landscape Design. 1997 & 1998
Hort 60A Landscape Gardening. 2001 & 2002, Hort 65: Landscape Design Graphics. 2003-present,
Hort 66: Intermediate Landscape Design 2003-present.
- **Architectural and Site Review Committee, City of Capitola**
Review all commercial and residential development proposals; make recommendations to city planning commission and city council. Appointed by mayor March 1994 to January 2005.
- **Instructor, Capitola/Soquel Continuing Education Program**
'Landscape and Irrigation Design for the Home Owner'. 1993 to 1996
- **Associate, Steve Sutherland & Associates**
Project manager for commercial, residential and municipal projects. Produced preliminary plans and construction documents for planting, irrigation, grading, erosion control, and construction details. 1989 to 1990.
- **Registered Landscape Architect**
Certification as California Landscape Architect License #3347, October 1989.
- **Associate, Madrone Landscape Group**
Draftsperson responsible for production of planting and irrigation documents for commercial and residential projects. Assisted in erosion control design. 1986 to 1989.

Educational Background

- **Cabrillo College; Plant Materials & Design, Microcomputers, AutoCAD**
1986, 1988, 1996
- **College of Environmental Science & Forestry State University of New York at Syracuse**
Studies in Landscape Architectural Design, Site Engineering, Dendrology, Planning. Bachelor of Science in Environmental Studies, Graduated Cum Laude, 1976.
- **Syracuse University, Syracuse, New York**
Bachelor of Science in Forestry, Graduated Cum Laude, 1976.
- **Jamestown Community College, Jamestown, New York**
Majored in Liberal Arts. Associate of Arts Degree, Graduated 1974.

Awards

Citizen of the Year 1997 Capitola Chamber of Commerce.
Designer of CLCA 2001 Beautification Award First Place: Irrigation
Designer of CLCA 2008 Installation Award First Place: Large Residential

Jennifer Clark Colfer, Landscape Architect



Employment History

- **Registered Landscape Architect**
Certification as California Landscape Architect License #5784, March 2012.
- **Associate, Michael Arnone + Associates**
Residential and commercial site planning and production of landscape construction documents. (May 2000 to present).
- **Landscape Designer**
Quadriga Landscape Architecture and Planning Inc., Sacramento, California, (July 1998-April 2000). My work included commercial, institutional, and residential projects. My responsibilities include surveying site conditions, meeting with clients, coordinating with other disciplines such as engineers and architects, preparing conceptual and construction drawings, and helping to conduct community workshops.
- **Landscape Designer**
Gardenmakers, Landscape Architects, Sacramento, California, (July 1997-July 1998). I worked on all aspects of residential and small-scale commercial projects. My responsibilities included surveying site conditions, meeting with clients, preparing conceptual and construction drawings and general project administration.
- **Design and Planning Intern**
Sacramento Housing and Redevelopment Agency (SHRA), Sacramento, California, (December 1996-June 1997). I worked on two projects during my internship; I organized an Arbor Day Tree Planting Event as part of the Richards Boulevard Revitalization Project and I surveyed and researched the location and content for approximately 50 interpretive and directional signs along Sacramento River Bikeway for the Sacramento River Bikeway Sign Program.
- **Architecture and Planning Intern**
Mogavero + Notestine, Sacramento, California, (September 1996-December 1996). I made architectural models and did research for architects and planners in the office, and maintained general office organization.
- **Design and Planning Intern**
Center for Design and Planning Services, U.C. Davis, California, (January 1996-April 1996). I worked in a student group to provide conceptual solutions to design projects proposed for the campus and nearby communities.
- **Assistant Nursery Manager**
U.C. Davis Arboretum, Davis, California, (July 1994-January 1996). Managed daily operations of a botanical nursery including; plant maintenance, propagation, curation of botanical collections and supervision of two undergraduate nursery technicians and one high-school intern.
- **Design Intern**
Solano County Resource Conservation District, Dixon, California (April 1994-August 1994). I assisted a Landscape Architect in implementing the Wildlife Cooperator Program that encourages local residents in the rural communities of Dixon and Vacaville to employ water conserving and wildlife promoting landscape practices. Work entailed meeting with community members at their homes and compiling a packet of information specific to their needs.

Educational Background

- Bachelors of Science, in Landscape Architecture, University of California, Davis, June 1997

Awards

- American Society of Landscape Architects-
Award for Excellence in the Study of Landscape Architecture. (1996-1997)
- Landscape Architecture Foundation - University Program Scholarship. (May 1996)
- Landscape Architecture Foundation - Landscape Architecture Program Scholarship. (May 1996)
- Luther and Marie Davis Scholarship. (April 1996) Scholarship awarded for outstanding scholastic accomplishments and potential for future achievement.

Jessica Benet, Landscape Designer



Employment History

Associate, Michael Arnone + Associates

Perform site inventory/analysis, elevation surveys and site measurements; create base plans using CAD and assist in designing planting plans.
2013-Current

- Associate Scientist, Quantaphy Inc.
Grow, maintain and harvest living algae and plankton cultures, pigment extraction using column chromatography, production of phycobiliproteins and other florescent algal pigments.
2007 – Current
- Field Assistant, Village Ecosystems
Assist in installing and designing grey water systems
2013

Educational Background

- University of California Berkeley Extension - Certificate in Landscape Architecture
2014 - Current
- Cabrillo College, Santa Cruz, CA - Landscape Design Certificate
2012 - 2014
- Regenerative Design Institute, Bolinas, CA - Permaculture Design Certificate
2012
- University of California Santa Cruz - Bachelors of Science in Marine Biology
2004 - 2007

Additional Training

-Central Coast Grey Water Alliance - Grey Water Workshop, September 2014

-QWEL (Qualified Water Efficient Landscaper) - Certified Water Efficient Landscaper, August 2014

-ARCSA (American Rain Water Catchment Systems Association) - Accredited Professional Rain Water Catchment Workshop, March 2014

VIII. Appendix 1

MA+A Proof of Insurance Documents

Attachment: Arnone & Associates Proposal for Rispin Park Construction Documents (1217 : Rispin Park Design Contract)



Policy Number:

Date Entered: 9/8/20

7.F.1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/17/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ALLANSON INSURANCE AGENCY Aptos Insurance Associates Inc 9500 Soquel Drive Aptos, CA 95003	CONTACT NAME: John Allanson	
	PHONE (A/C, No, Ext): (831) 685-0101 FAX (A/C, No): (831) 685-0202 E-MAIL ADDRESS: johna@allansoninsurance.com	
INSURED Mike Arnone Landscape Architect Mike Arnone 3370 Samuels Place Santa Cruz, CA 95062	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Mid Century Insurance	
	INSURER B: United States Liability Insurance	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			604808708	3/26/2015	3/26/2016	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 75,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability			SP1560876	9/4/2015	9/4/2016	Limit 1,000,000 Deductible 2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Capitola 420 Capitola Ave Capitola, CA 95010	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2014/01)

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IX. Appendix 2

Sub Consultant Proposals:

Bowman and Williams, Civil Engineers

Pacific Crest Engineering, Geotechnical Services

Urfer & Associates, Structural Engineering Services

Bonjardim Water Workshop, Electro-Mechanical Services



BOWMAN & WILLIAMS
CONSULTING CIVIL ENGINEERS
 A CALIFORNIA CORPORATION

1011 CEDAR • PO BOX 1621 • SANTA CRUZ, CA 95061-1621
 PHONE (831) 426-3560 FAX (831) 426-9182 www.bowmanandwilliams.com

September 12, 2015

Michael Arnone + Associates
Landscape Architecture

3370 Samuel Place
 Santa Cruz, Ca 95062

Subject: Proposal for Professional Engineering Services, Rispin Park, 2000 Wharf Rd., Capitola, CA., our file no. 25803

Bowman & Williams Civil Engineers and Land Surveyor (B&W) is excited to offer this proposal for professional engineering service for the preparation of construction documents for the Rispin Park project at 2000 Wharf Road in Capitola. B&W is a locally owned Santa Cruz company which has a long history with The City of Capitola, providing un-paralleled civil engineering and land surveying services both for its original developers and the City since its inception.

We understand that the you would like a proposal from Bowman & Williams to provide the necessary Engineering Design and Surveying Services to prepare plans, specifications and estimates (PS&Es) for the development of the Rispin Park.

This will involve geotechnical engineering, grading, storm water analysis, storm water pollution prevention plans, structural engineering, and preparation of the construction documentation for the project. We are including as sub consultants two local firms. Pacific Crest Engineering, Inc. for Geotechnical Engineering, and Donald C. Urfer Associates, Inc. for Structural Engineering. Their respective proposals are attached.

We propose to following specific scope of services:

1. Sub-consultants.
 - a. Geotechnical Engineering. We propose to engage Pacific Crest Engineering, Inc. as a sub consultant to provide the Geotechnical Investigation Report describing recommendations for design of the project and Post Report Consultation Services. Their specific Scope of Services is attached. We estimate that our fee to provide the geotechnical engineering to be \$5,865.00. Excluded are the Earthwork Observation and Testing during construction. PCE's estimate for this excluded work is \$7,500.00 to \$15,000.00.
 - b. Structural Engineering. We propose to engage Donald C. Urfer & Associates as a sub consultant to provide the Structural Engineering services. Their specific Scope of Services is attached. We estimate that our fee to provide the structural engineering to be \$8,050.00.
3. Storm Water Management Report. As required by The County of Santa Cruz' Zone 5 Drainage District we propose to prepare a Storm Water Management Report. The report shall discuss the site's storm water characteristics and the proposed project's mitigation and methods to provide post construction Low Impact Development (LID) Best Management Practices (BMPs) as conforming to the City's Storm Water Management Plan. We estimate that our fee to provide the Storm Water Management Report to be \$6,840.00.

5. Preliminary Construction Documents (PS&Es). Based the storm water management report and coordination with the design team, we propose to prepare 90% level or Preliminary, PS&Es for the project for final review by the City. We propose to provide construction details, typical sections and specifications for the items shown in the design development plans, revised per the review and coordination comments received. The PS&Es for the access from the southeast corner of the upper level parking lot to Capitola Avenue will be prepared separately. We estimate that our fee to provide the Preliminary PS&Es to be \$11,520.00.
6. Final Construction Documents (PS&Es). Based on review and comment of the 90% level PS&Es we propose to finalize the plans for permitting, bidding and construction purposes. We estimate that our fee to provide the Final PS&Es to be \$2,520.00.
7. Design review contingencies and meetings. We have included a 10% allowance for design review contingencies and meeting time. This will allow us a certain amount of time to prepare revisions to the plans and attend meetings with team members, and City staff. 10% of the fees described above is \$3,479.50.
8. Additional Services. We initially budget a particular amount of Engineer and Staff time for each of the tasks outlined. Time for revision to the plans is anticipated, but is finite. Time for meetings and field visits are also included but are limited. Unforeseen tasks may arise during the work that may cause us to exceed those estimates. That budget will be reviewed for adequacy at each design phase, and you will be kept apprised of the design budget status. Services not included in the above described scope of work, including work that we normally do such as retaining wall design and construction phase services, are Additional Services.

We perform our services on a time basis. For your budgeting and comparison purposes we estimate that to provide the above described work our fee will not exceed \$38,274.50. We trust that this satisfactorily reflects your desires as to the scope of the work. We thank you for this opportunity to participate with you in this project. Please give us a call if you have any questions or comments.

Very truly yours,
Bowman & Williams



Joel F. Ricca, R.C.E. 53588
Principal Engineer

attachments



BOWMAN & WILLIAMS
CONSULTING CIVIL ENGINEERS
 ESTABLISHED IN 1908, A CALIFORNIA CORPORATION SINCE 1974
 1011 CEDAR • PO BOX 1621 • SANTA CRUZ, CA 95061-1621
 PHONE (831) 426-3560 FAX (831) 426-9182 www.bowmanandwilliams.com

EXHIBIT C
HOURLY CHARGE RATES
 Effective July 29, 2014 – July 29, 2015

OFFICE AND PROFESSIONAL

Court Appearance & Preparation	\$325.00
Principal Engineer (licensed)	\$180.00
Associate Engineer (licensed)	\$165.00
Assistant Engineer	\$150.00
Engineering Assistant	\$120.00
Licensed Surveyor	\$180.00
Surveyor LSIT	\$145.00
Survey Coordinator LSIT2	\$155.00
Pavement Management Technician	\$125.00
Construction Manager	\$115.00
Technical Drafter	\$105.00
Drafter	\$88.00
Administrative Assistant	\$85.00

<u>FIELD SURVEY CREW:</u>	<u>Construction Survey's 4 hour min.</u>
(One Man) Robotic Instrument or GPS & Operator	\$220.00
Survey Crew (Prevailing Wage Rate)	\$240.00
Three man Survey Crew	\$285.00

25% Surcharge is applied to hourly rates for overtime to meet Clients Schedule or Saturday work.
 33% Surcharge is applied to hourly rates for Sunday and Holiday work.

EXPENSES

Sub-Consultant Charges x 1.15
 Fees advance on behalf of Client x 1.25
 Survey equipment, vehicle, stakes and mileage (*within 50 miles*) included in hourly rate

MISCELLANEOUS

Vellum or Bond Copy CADD Plot for counter requests 24 x 36	\$8.00ea
Vellum or Bond Copy CADD Plot for Active Projects 24 x 36	\$4.00ea
Mylar Copy CADD Plot 24 x 36	\$15.00ea
Color Copy CADD Plot 24 x 36	\$30.00ea
CD/DVD	\$25.00

ELECTRONIC FILE CHARGES

	<u>AT COST</u>
File Conversion	At cost
Email CADD File	At cost
Research Archive Files	At cost
Electronic File Transfer	At cost

*All electronic files will need to have a "Agreement & Release of Liability" signed and pre-paid before files can be released for, for clients without a current agreement.

*Retainer fee will be required for non-established Clients.

* After July 29, 2015 rates shown will increase by consumer price index for the prior 12 months unless adjusted otherwise.

Revised July 29, 2014

444 Airport Blvd, Suite 106
Watsonville, CA 95076
Phone: 831-722-9446
Fax: 831-722-9158

September 8, 2015

Proposal No. PR153

Mr. Joel Ricca, P.E.
Bowman and Williams
1011 Cedar Street
Santa Cruz, CA 95060

Subject: **Proposal for Geotechnical Services**
Rispin Mansion Park
City of Capitola, California

Dear Mr. Ricca,

Pacific Crest Engineering Inc. (PCEI) is pleased to present our proposed scope of work and fee for geotechnical services in conjunction with the proposed Rispin Mansion Park project in Capitola, California.

Our investigation will focus toward developing geotechnical recommendations in conjunction with restoring the property to a rural park setting. It is our understanding that the proposed restoration project will require geotechnical design criteria for retaining walls, pathways, and exterior hardscape improvements. Our study will not address slope stability of the creek channel embankment, soil percolation rates, revetment design for the creek channel embankment, or hydraulic scour issues at the toe of the creek channel embankment.

SCOPE OF WORK

Our work scope will be limited to the following:

Geotechnical Investigation

1. A review of published geotechnical and geologic literature, maps and proprietary information obtained from you or from archives at the City of Capitola.
2. We will mark the proposed test boring locations in white paint, and contact Underground Service Alert (USA) at least 72 hours prior to performing our field investigation. In addition, we will subcontract a private underground locator to assist in clearing proposed test boring locations.
3. Exploration, sampling, and classification of surface and subsurface soils by drilling 2 to 3 small diameter borings. These test borings will be advanced to depths of 10 to 15 feet, or until competent bedrock is encountered, whichever is less. Soil samples will be obtained at various depths within each test boring.

4. Laboratory testing of selected soil samples to determine the moisture and density profile of the on-site soils, pertinent index properties and strength characteristics of the various soil strata encountered.
5. Preparation of a Limited Geotechnical Investigation Report. The report will be limited to preliminary geotechnical recommendations pertaining to site preparation, grading and compaction of exterior hardscape and pathway improvements, and site retaining walls.

Post Report Services – Construction Phase

6. Limited post-report services including project coordination, engineering consultation and time for review of preliminary project plans during their preparation will also be performed at your request. We have assumed 10 hours for post-report services that will be billed on a time and materials basis in accordance with our latest fee schedule.
7. Prepare a summary letter report of our reviews (**two plan review iterations assumed**).
8. Observe site preparation, grading and compaction during subgrade preparation for the pathways and exterior hardscape areas.
9. Observe site preparation, grading and compaction for preparation of aggregate base and/or decomposed granite sections.
10. Perform required lab testing of native and imported soils, such as compaction curves.
11. Observe retaining wall footing excavations, retaining wall drain placement, and retaining wall backfill compaction.
12. Observe footing excavations as required for exterior hardscape improvements.
13. Attend meetings and provide geotechnical consultation as needed during earthwork operations.
14. Provide periodic progress reports summarizing the results of our field observations, including a Final Report.

OPINION OF PROBABLE COSTS

Our services will be performed on a “time and materials” fee basis. All work will be billed in accordance with our Standard Fee Schedule, attached herewith. Our Opinion of Probable Costs (OPC) to perform the geotechnical services described herein is as follows:

Tasks 1-5 – Geotechnical Investigation	\$3400.00
Tasks 6-7 – Post Report Consultation Services	\$1,700.00
Tasks 8-15 – Earthwork Observation and Testing	<u>\$7,500 to \$15,000*</u>
Total	\$12,600 to \$20,100

Bowman & Williams
September 8, 2015

Page 4
Proposal No. PR153

Pacific Crest Engineering Inc. appreciates the opportunity to provide our services, and would be pleased to answer any questions you may have about our proposed scope of work and fee.

Very truly yours,

PACIFIC CREST ENGINEERING INC.



Elizabeth Mitchell, G.E.
President/Principal Geotechnical Engineer
GE 2718
Expires 12/31/16

Enclosures: Professional Services Agreement

Attachment: Arnone & Associates Proposal for Rispin Park Construction Documents (1217 : Rispin Park Design Contract)

2715 Porter Street
Soquel, California
95073
(831) 476-3681



An Agreement for the Provision of Limited Professional Structural Engineering Services

Design Professional Firm:
Donald C. Urfer & Associates, Inc.
Structural Engineers
2715 Porter Street, Soquel, CA 95073

Client: Bowman & Williams
1011 Cedar Street
Santa Cruz, CA 95060
Attn: Joel Ricca

Date: September 10, 2015

Project No: 15118

Project Name/Location: Rispin Mansion Park
Capitola, California

Fee Arrangement: Hourly (not to exceed \$7,000.00)

Dear Michael Arnone & Associates,

We have prepared the following outline in order to establish the scope of structural engineering services which we propose to provide for the above mentioned subject project as defined in The Michael Arnone & Associates drawings dated April 24, 2015.

- Basic Services:**
1. Structural design and drawings for:
 - a. Reconstruction of the Entry steps and Grand Stairs including guardrail foundation;
 - b. Arbor including concrete columns, foundation and wood framing;
 - c. New fence column along Wharf Road;
 - d. Amphitheater;
 - e. Sundial base anchorage;
 - f. Attachment of metal fence at the cut down concrete wall along Wharf Road;
 - g. Anchor new balustrade to existing concrete wall;
 - h. Shed roof;
 - i. ADA ramp/ ramp to gaming tables;
 - J. New Reflecting Pool Bottom.
 2. Prepare structural calculations and mark-up drawings by others for minor structural items not specifically noted above.

Offered by:

Accepted by:

Karen Wiinikka 9/10/15
signature date

signature date

Karen Wiinikka S.E. 5056 - Owner
printed name/title

printed name/title

Donald C. Urfer & Associates, Inc.
name of design professional firm

name of client

The Terms and Conditions and the initials required on the reverse of this form are a part of this Agreement

Attachment: Arnone & Associates Proposal for Rispin Park Construction Documents (1217 : Rispin Park Design Contract)

SCHEDULE OF CHARGES

(Effective June 1, 2015)

Principal Engineer.....	\$165.00 per hour*
Senior Structural Engineer	155.00 per hour*
Structural Engineer.....	135.00 per hour*
Civil Engineer.....	100.00 per hour*
Senior Draftsperson.....	90.00 per hour*
Junior Engineer.....	70.00 per hour*
Draftsperson.....	65.00 per hour*

Minimum fee of \$500 per project

MISCELLANEOUS ADDITIONAL SERVICES & FEES

Expert Witness Services

Public Hearings, Arbitration, Depositions, or
 Proceedings of the Court.....\$350.00 per hour with a 4 hour
 minimum

Direct Non-Salary Expenses

These reimbursable expenses will be billed at actual cost plus 10%.
 They may include the following:

- Authorized travel and subsistence;
- Subcontracted services;
- Printing costs.

*Overtime Expenses

Authorized overtime will be billed at twice the hourly rate for services noted above.

Terms of Payment:

Invoices will be submitted monthly, unless otherwise provided by contract of special arrangements. Said invoices shall be due and payable when rendered.

*Estimating an OPC for Tasks 8 through 15 (observation and testing during earthwork activities) is very difficult to assess at this early date without a detailed construction schedule. A rough opinion of probable cost to perform the construction phase observation and testing services noted in Tasks 8 through 15 is \$7,500 to \$15,000, *however it should be noted that this is a preliminary OPC only, and is provided without the benefit of a detailed construction schedule.* This opinion may vary due to the Contractor selected, equipment selected by the Contractor, weather, and other factors. **Therefore, our actual fee may be more or less than the amount shown above.** Once the final design is completed and a construction schedule has been developed we can update this fee with more accuracy.

CLIENT/OWNER FURNISHED SERVICES

It is understood that the Client/Owner would furnish the following:

- a) An accurate topographic map and sections, depicting the project area and location of proposed improvements, will be required prior to inception of our field investigation.
- b) Right of entry and access to the proposed boring sites.
- d) All available data, maps, drawings, and reports of any kind pertinent to the referenced site.
- f) Location of all underground utilities. We will contact USA and a private utility locator and notify them of our drilling locations; however we will not be responsible for damage to utilities as a result of our drilling operations that are not brought to our attention prior to drilling.

SERVICES NOT INCLUDED

As stated previously, our scope of work and fee **does not** include the following:

- Slope stability of the creek channel embankment.
- Revetment design for the creek channel embankment.
- Hydraulic scour analysis of the toe of the creek channel embankment.
- Analysis of soil permeability rates (percolation testing) for stormwater collection facilities.

AUTHORIZATION

To authorize PCEI to perform the proposed services, please sign and return the enclosed Professional Services Agreement as soon as possible. If you require PCEI to sign your subconsultant agreement, please forward a copy to our office as soon as possible for review.

TERMS AND CONDITIONS

The firm shall perform the services outlined in this agreement for the stated fee arrangements.

Access To Site:

Unless otherwise stated, the Firm will have access to the site for activities necessary for the performance of the services. The Firm will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Dispute Resolution:

Any claims or disputes made during design, construction or post-construction between the Client and Firm shall be submitted to non-binding mediation. Client and Firm agree to include a similar mediation agreement with all contractors, subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

Billings/Payments:

Invoices for the Firm's services shall be submitted on a monthly basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Additional Services:

The above defines the limits of our proposed basic services. Any services beyond those specifically outlined above will be considered as additional services and subject to renegotiation of the Agreement.

Late Payments:

Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless, the Firm, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance by any of the parties above named of the services under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Firm. It is intended by the parties to this Agreement that the Firm's services in connection with the Project shall not subject the Firm's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project.

Certifications:

Guarantees and Warranties. The Firm shall not be required to execute any document that would result in its certifying, guaranteeing or warranting nor shall they be required to comment upon the existence of conditions whose existence the Firm cannot ascertain.

Limitation of Liability:

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Firm the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Firm's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed \$10,000.00. Such causes include, but are not limited to, the Firm's negligence, errors, omissions, strict liability, breach of contract or breach of warranty. Initial here: KW (Firm) _____(Client).

Termination of Services:

This agreement may be terminated by the Client or the Firm should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Firm for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

Ownership of Documents:

All documents produced by the Firm under this agreement remain the property of the Firm and may not be used by the Client for any other endeavor without the written consent of the Firm.



bonjardim water workshop

USGBC Member

Water Fountains Swimming Pools Bio-systems Mockups Controls

Our CD package will include the following:

1. BWW will provide technical advice to MAA and the design team on requirements and feasibilities of the water feature systems, code analysis and compliances, construction methods and materials.
2. BWW will provide hydraulic and rain harvesting calculations and required equipment.
3. BWW will provide flow diagrams and plans of the systems in coordination with MAA and Civil and Electrical Engineers for the utilities, grading and budget review.
4. BWW will provide estimated bill of materials for budgeting purposes.
5. BWW will attend two one-day outside office meetings within 100 miles from our office.

Descriptions of Drafting Deliverables:

- Hand sketches (PDF)
- Notes and Symbols Sheet (Acad 2013)
- Flow Diagram with-Electro-mechanical PID (Acad 2013)
- Mechanical Site Plan and Piping (Acad 2013)
- Equipment Room Layout and Piping (Acad 2013)
- Penetration Fitting Details (Acad 2013)
- Specifications (Word 2013)
- Maximum of three submissions

Billing rates and payment terms:

- Principal: \$175.00 per hour
- Drafting/Designer: \$55.00 per hour
- Administration: \$25.00 per hour

-Invoices for the work and expendables rendered will be sent on the 25th day of each month and will be due by the 30th day of the following month.

BWW estimates the total fee for the proposed services is \$5,710.00.

BWW can provide CD drawings with P.E. stamp and signature for an add-on of \$1,500.00.

We will require Acad 13 drawings files for the following:

1. Landscape template sheets, suggested numbering (WF-1.0 series) for water fountains.

P.O. Box 1918
Soquel, CA
95073

T. (831) 476 3079
F. (831) 475 7035
www.bwworkshop.com



bonjardim water workshop

USGBC Member

Water Fountains Swimming Pools Bio-systems Mockups Controls

September 22, 2015

Michael Arnone
Michael Arnone & Associates

Tel: 831.462.4988
Cel: 831.419.3154

Re: Rispin Mansion Park Water Fountains Renovation, Capitola
Sub: Proposal for Construction Documents
Our Ref: 15.062.MAA

Michael,

I am pleased to provide you with my proposal for the Construction Drawings for the renovation of the water fountains at the Rispin Mansion.

My proposal will be to provide electro-mechanical design for the circular fountain and the small scupper fountain. The design description is as follows:

- Circular fountain will be renovated with open-paver system having approximately 6" of water over the pavers. The total pool depth is 24" and it will act as a reservoir under the pavers. The pool level will be set approximately 6" over the paver during the day and at the night; the water level will descend approximately 12", thus becoming hidden under the pavers. The day-night setting will be controlled via small computer. In addition, there will be a water spill from the pool deck into the fountain. A 2500 gallon buried prefabricated concrete reservoir will be store the night water displacement and harvesting rainwater. A buried prefabricated concrete vault will house the electro-mechanical system. The locations of the two buried structures to be determined.
- Small scupper fountain will be renovated to with one scupper and recirculating system.

Please find below our proposal for the 100% CD's.

This proposal is for the electro-mechanical design of the water features is based on the drawings provided by Michael Arnone & Associates dated 4.11.15.

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Soquel, CA
95073

T. (831) 476 3079
F. (831) 475 7035
www.bwworkshop.com



bonjardim water workshop

USGBC Member

2. Landscape drawings of all water features.
3. Civil drawings of all piping and connections linked to the water features.
4. Plumbing drawings of all piping and connections linked to the water features.
5. Electrical drawings linked to the water features.
6. Structural drawings linked to the water features.

Please feel free to contact me to discuss about our proposal and I look forward to working with you on your project.

Best regards,

Edison Becker Bonjardim
Principal

Accepted by:

Michael Arnone

_____ Date: _____

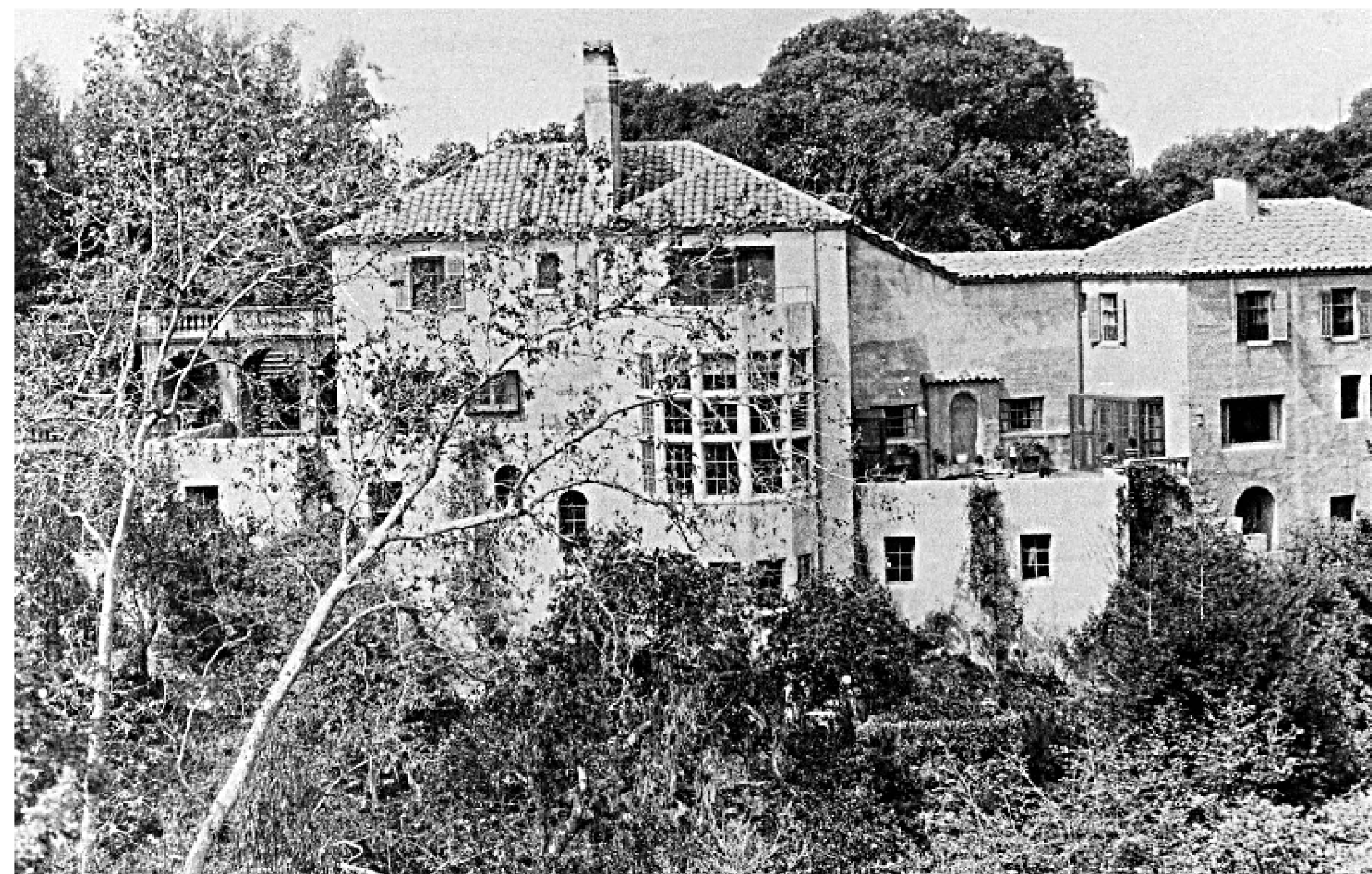
For:

Michael Arnone & Associates

P.O. Box 1918
Soquel, CA
95073

T. (831) 476 3079
F. (831) 475 7035
www.bwworkshop.com

city council review plans for:
RISPIN MANSION PARK
 CITY OF CAPITOLA
 WHARF ROAD AND CLARES STREET
 May 28, 2015




Michael Arnone + Associates
 LANDSCAPE ARCHITECTURE
 3370 Samuel Place Santa Cruz, CA 95062
 831.462.4988 mike@arnonelandscapes.com www.arnonelandscapes.com

project contact information

City of Capitola
 Steve Jesberg, Director of Public Works
 400 Capitola Avenue
 Capitola, CA 95010
 831.475.7300

MA+A Landscape Architects
 Michael Arnone, Project Manager
 3370 Samuel Place
 Santa Cruz, CA 95062
 831.462.4988

Bowman & Williams
 Joel Ricca, RCE
 1011 Cedar Street
 Santa Cruz, CA 95060
 831.426.3560

Archieves and Architecture
 Leslie Dill, Historic Architect
 PO Box 1332
 San Jose, CA 95109-1332
 408.297.2684

Maureen Hamb, Certified Arborist
 849 Almar Avenue # C
 Santa Cruz, CA 95060
 831.420.1287

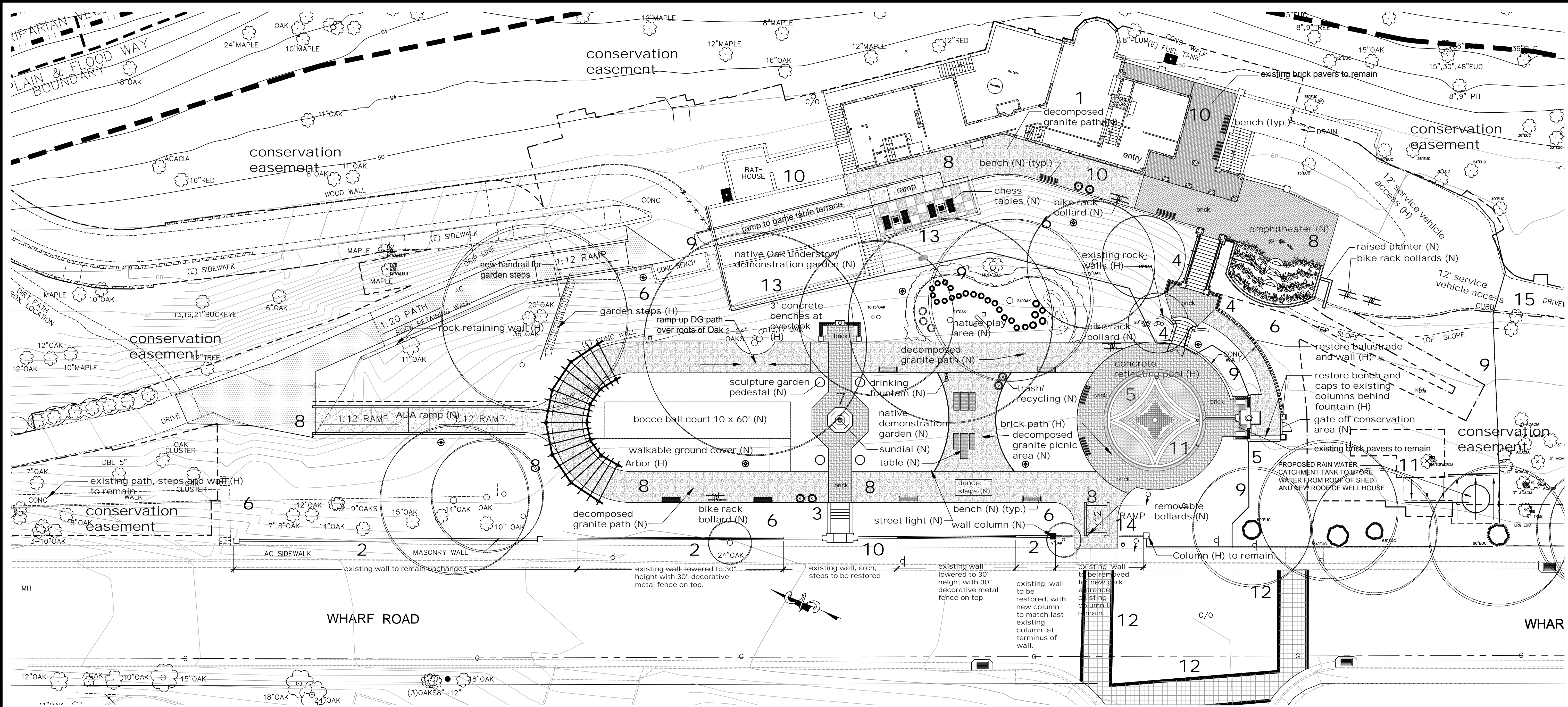
sheet index

cs	cover sheet
L1.0	site plan
L1.1	hardscape master plan
L1.2	hardscape plan south end
L1.3	hardscape plan north end
L1.4	Wharf Road wall elevations and details
L1.5	wall fountain elevations and details
L1.6	grand staircase and fence elevations and details
L1.7	entry gate, arbor, overlook and sundial elevations and details
L1.8	amphitheater and reflecting pool elevations and details
L1.9	site furnishing photos
L1.10	lighting and fencing plan
L1.11	nature play area
L1.12	mansion window mural concept

vicinity map



Clares Street and Wharf Road



Michael Arnone + Associates
 LANDSCAPE ARCHITECTURE
 3370 Samuel Place Santa Cruz, CA 95062
 831.462.4888 mike@arnonelandscapes.com www.arnonelandscapes.com

RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA



- EXISTING FEATURES AND PROJECT GOALS**
- (N) denotes new element
 (H) denotes existing element found on site
1. RISPIN MANSION BUILDING(H)
 2. WHARF ROAD ENTRY AND WALL(H)
 3. WHARF ROAD ENTRY STEPS(H)
 4. GRAND STAIRCASE AND BALUSTRADE (H)
 5. FOUNTAIN AND REFLECTION POOL (H)
 6. PLANTS AND LANDSCAPE (N)
 7. SUNDIAL (H) AND SCULPTURE GARDEN(N)
 8. UNIVERSAL ACCESS PATH OF TRAVEL(N)
 9. FENCING AND GATES (N)
 10. SIGNAGE (N)
 11. RAIN WATER HARVESTING OFF SHED AND ORIGINAL WELL/WATER TANK BUILDING (N)
 12. IMPROVE STRIPING AND CROSSWALKS AT CLARES/WHARF ROAD INTERSECTION(N)
 13. MURAL ON CONCRETE WALL OF SAINT CLARES BUILDING(N)
 14. REMOVABLE BOLLARDS AT PARK ENTRY (N).
 15. INFORMAL SERVICE DRIVE/PEDESTRIAN PATH FROM MANSION TERRACE TO SOUTH ENTRANCE AT WHARF ROAD (H)

Summary of Historic Elements found on Rispin Site and Proposed Renovations

Discussion of Intent.
 The project goals for Rispin Park are to create a community park that provides passive recreation and focuses on the cultural, historical, and open space resources that are unique to the Rispin Mansion Site. The intent of the restoration is to provide examples of the architectural style of the mansion and to create a public awareness of the significance of the Mansion building and grounds as part of the history of the City of Capitola. It should be stated that the park is not intended to be an exact replication of the mansion grounds during the time it was the residence of Henry Rispin. A summary of the existing historic elements and the proposed modifications are explained below and noted on the Site Plan.

Wharf Road Wall, Entry Arch and Entry Staircase:

- Portions of the Existing wall along Wharf Road will remain unchanged, while some sections of the existing wall height will be reduced to 30" with a 30" decorative metal fence on top. One portion of the wall at the southern end of the road frontage will be removed to allow a new universally accessible entrance to the park. The section to be removed will incorporate a new column to match the existing last column at the southern terminus of the wall. Bollards and metal fencing will be added to the new park entrance.
- Steps and side walls of the staircase at the entry will be rebuilt and repaired. The Arch and side walls will be painted to match the Mansion.
- Existing wood gate to be removed and stored for display with other artifacts

Arbor:

- New columns will match historic columns found on site in height and architectural detail.
- Spacing of columns and location will be changed to accommodate new universally accessible path, and mature oaks on site.
- New vine species compatible with native oaks will be selected.

Sundial:

- Existing sundial base will remain in its present location. Pedestal will be rebuilt according to archive photographs. New, contemporary sundial/compass will be chosen, no archive photos are available that show the sundial piece.

Overlook:

- Existing overlook columns and base wall to remain. All caps and balustrades to be rebuilt according to archive photographs and existing artifacts on-site.
- New benches in same location as historical shown in archive photographs, architectural details not discernable in photos. New benches will be simple without ornamentation.

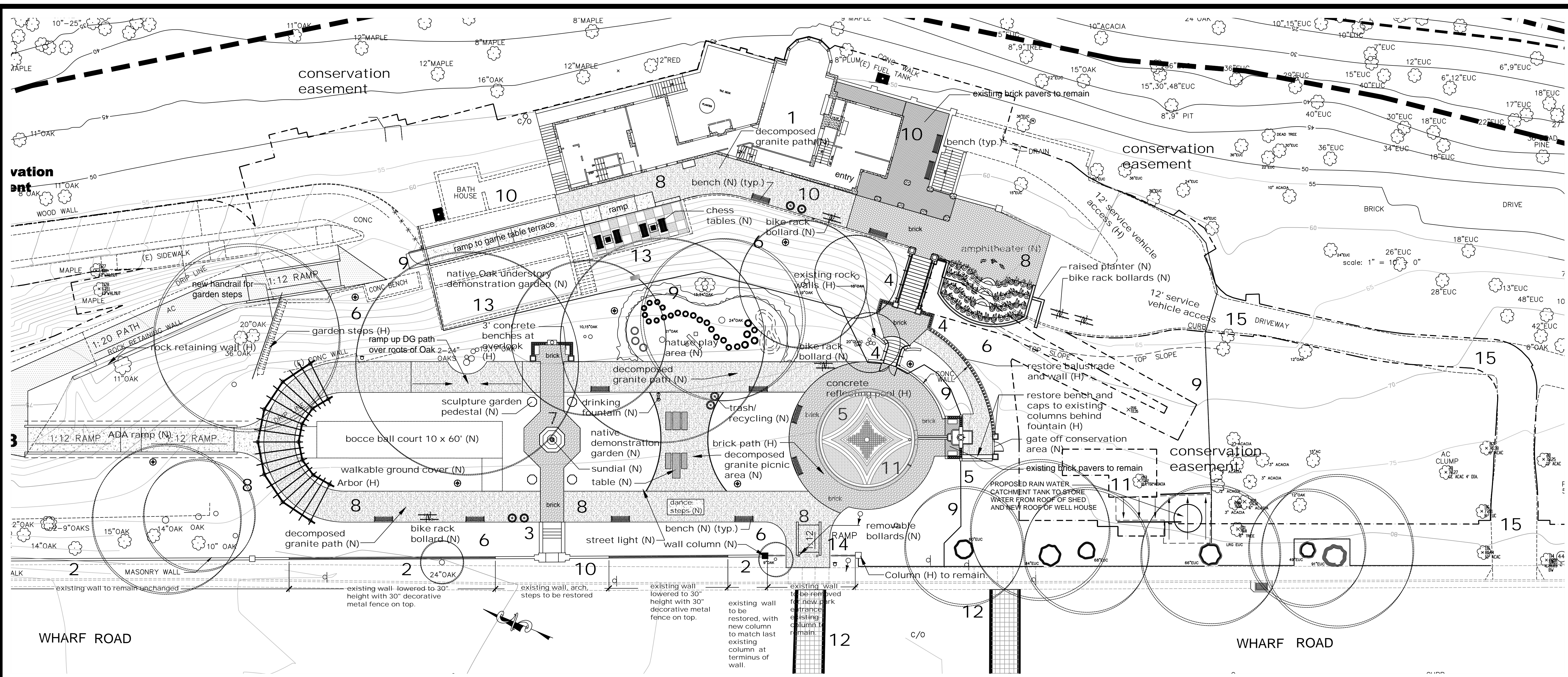
- Reflecting Pool:**
- Existing location and size of pool will remain unchanged. Depth of pool will be reduced to maximum of 6 inches. Repairs will be made to coping, pool sides and bottom. Plumbing and bottom of pool will be retrofitted to incorporate rainwater harvesting system.
 - Brick path around pool will be installed, consistent with archive photos.
 - New sculpture in center of pool will replace water feature(s) shown in archive photos. New sculpture will be distinctly different in style than those of the Rispin period.
 - A tile mosaic is proposed for the bottom of the fountain. Mosaic will be commissioned by Capitola Arts Commission.
- Wall Fountain and Lower Sitting Area behind Wall Fountain:**
- Existing fountain will be repaired to working condition. Missing parts will be reconstructed using archive photographs and site artifacts.
 - Urn will be selected to match historic using archive photographs.
 - New fountain spout will be selected, historical fountain spout style not discernable in photos. New fountain spout will be simple without ornamentation.
 - Lower seating area behind fountain and balustrade wall from grand staircase will be repaired according to archive photographs and existing artifacts on-site. Pathway from brick landing to seating area will be rebuilt.
- Grand Staircase:**
- All walls, columns, column caps, brick landings, to be repaired according to archive photographs and existing artifacts on-site. Steps to be rebuilt.
 - A new metal handrail as per code will be added on each side, mounted in ground outside of cheek wall.
- Miscellaneous Garden Features**
- 12" high concrete wall along old walkway at northwest corner of park to remain.
 - Rock fossil walls by staircase to remain.
 - Stone wall at north end of park by new ramp to remain.
 - Existing 18" wide red concrete steps north of arbor to remain; add handrail as per code
 - Existing 4' wide concrete steps by Game Table area to remain; add chain barricade and sign to close off

DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
 1/16" = 1' - 0"

sheet title:
 site plan

sheet number:
 L - 1.0



Site Furnishings Legend

Key	Description	Quantity	Manufacturer	Model #	Color/Finish
□	3' Concrete Bench for fountain and outlook	4	Pottery Planet 831.465.9216 2600 Soquel Ave, Santa Cruz		to be selected stone gray
○	Container w/ Color for fountain and outlook	2			tall urn style to be selected Red
□	Container w/ Color for grandstaircase columns	4			square style to be selected Red
not shown	Acanto Fountain Emitter	1	Fountains Unique 949.305.7372 www.fountainsunique.com	No. M5822	9 1/2" diameter Distressed Copper, 3 GPM flow
♠	Accessible Chess Table with two Benches	1	Kenneth Lynch & Sons 203.264.2831 www.klynchandsons.com	6732 (chess table) 6737C (bench)	Concrete table top with metal legs Wood slats with metal legs
⊖	Pelican Sundial	1		No. 2554 Hourglass and Pelican Sundial	11 1/2" diameter Bronze
⊕	Bike Post Bollard	5	Reliance Foundry 888.735.5680 www.reliance-foundry.com	R-7530-B Cuctile Iron Bike Bollard	39" High w/ two loops; Black Textured Semi Gloss finish
○	Removable Antique Bollard	2	Reliance Foundry 888.735.5680 www.reliance-foundry.com	R-7539-AL Fluted Aluminum Bollard	36" High Aluminum w/ Black Textured Semi Gloss finish
⊕	Historical Series Accessible Pedestal Drinking Fountain	1	Most Dependable Fountains, Inc. www.mostdependable.com 800.552.6331	2008 SM	"Hi-Lo" barrier-free antique historic style heavy-duty aluminum alloy pedestal Textured Bergundy powder coat finish
▬	6' Metal Bench with armrest	12	DuMor, Inc., Site Furnishings 800.598.4018 www.dumor.com	Bench 58, 58 SER - 3AR	6' long metal bench w/ armrest Deep Red polyester powder finish
♻️	Trash Receptacle	3		Receptacle 107 32 gal.	Steel with Deep Red Powder Coat finish
♻️	Recycling Container	3		Receptacle 107 32 gal.	Steel with Deep Red Powder Coat finish
▬	Table/Benches	1		443-62 table 6', (2) 6' benches with surface plate mount	Steel with Deep Red Powder Coat finish
▬	Accessible Table/Benches	1		443-558-1 table 8', (2) 5' benches with surface plate mount	Steel with Deep Red Powder Coat finish
⊕	Street Light fixture on Light Pole	7	Sternberg Lighting 510.638.3800 www.sternberglighting.com	AVENUE Series- B750SRLED Barrington 5201-SS Base on 5216 - FP5 - GFI - OI light pole	Olds Iron finish Acorn Style w/ roof mounted downlighting optics and LED light source with white textured polycarbonate acorn 5' fluted 16" high Old Iron finish pole with GFI
⊕	DOG STATION	2	DOODY CALLS DIRECT doodycallsdirect.com	THE SENTRY STATION	GREEN ANCHOR TO CONCRETE FOOTING

HARDSCAPE LEGEND

SYMBOL	DESCRIPTION	MANUFACTURER	COLOR	FINISH/PATTERN	SQ FT/LN FT
▨	HERRINGBONE BRICK ON CONCRETE	USE BRICK STORED ON SITE OR NEW BRICK TO MATCH	RED BRICK TO MATCH	HERRINGBONE	2800 SF
▨	BRICK PAVER ON CONCRETE	EXISTING TO BE REPAIRED OR REPLACED TO MATCH ORIGINAL	COLOR TO MATCH	MATCH PATTERN AND CUT	EXISTING
▨	CONCRETE RAMPS	N/A	NATURAL GRAY	MEDIUM BROOM FINISH	1200 SF
▨	CONCRETE STEPS	N/A	COLOR TO MATCH	TO MATCH ORIGINAL	236 SF
▨	CAL GOLD DECOMPOSED GRANITE	N/A	CALIFORNIA GOLD	WITH STABILIZER	5528 SF
▨	STAMPED ASPHALT CROSS WALKS	N/A	TERRE COTTA	16" SQUARE TILE STAMP	1190 SF
▬	5' DECORATIVE METAL FENCE	N/A	BLACK	SEE DETAIL	14' LF
▬	6' DECORATIVE METAL FENCE	N/A	BLACK	SEE DETAIL	154 LF
▬	30" DECORATIVE METAL GUARDRAIL ON TOP OF EXISTING WALL	N/A	BLACK	SEE DETAIL	105 LF
▬	6' BLACK CHAIN LINK FENCE	N/A	BLACK	N/A	371 LF

EXISTING FEATURES AND PROJECT GOALS
 (N) denotes new element
 (H) denotes existing element found on site

- RISPIN MANSION BUILDING(H)
- WHARF ROAD ENTRY AND WALL(H)
- WHARF ROAD ENTRY STEPS(H)
- GRAND STAIRCASE AND BALUSTRADE (H)
- FOUNTAIN AND REFLECTION POOL (H)
- PLANTS AND LANDSCAPE (N)
- SUNDIAL (H) AND SCULPTURE GARDEN(N)
- UNIVERSAL ACCESS PATH OF TRAVEL(N)
- FENCING AND GATES (N)
- SIGNAGE (N)
- RAIN WATER HARVESTING OFF SHED AND ORIGINAL WELL/WATER TANK BUILDING (N)
- IMPROVE STRIPING AND CROSSWALKS AT CLARES/WHARF ROAD INTERSECTION(N)
- MURAL ON CONCRETE WALL OF SAINT CLARES BUILDING(N)
- REMOVABLE BOLLARDS AT PARK ENTRY (N).
- INFORMAL SERVICE DRIVE/PEDESTRIAN PATH FROM MANSION TERRACE TO SOUTH ENTRANCE AT WHARF ROAD (H)

RISPIN MANSION PARK

WHARF ROAD AND CLARES STREET

CAPITOLA, CALIFORNIA

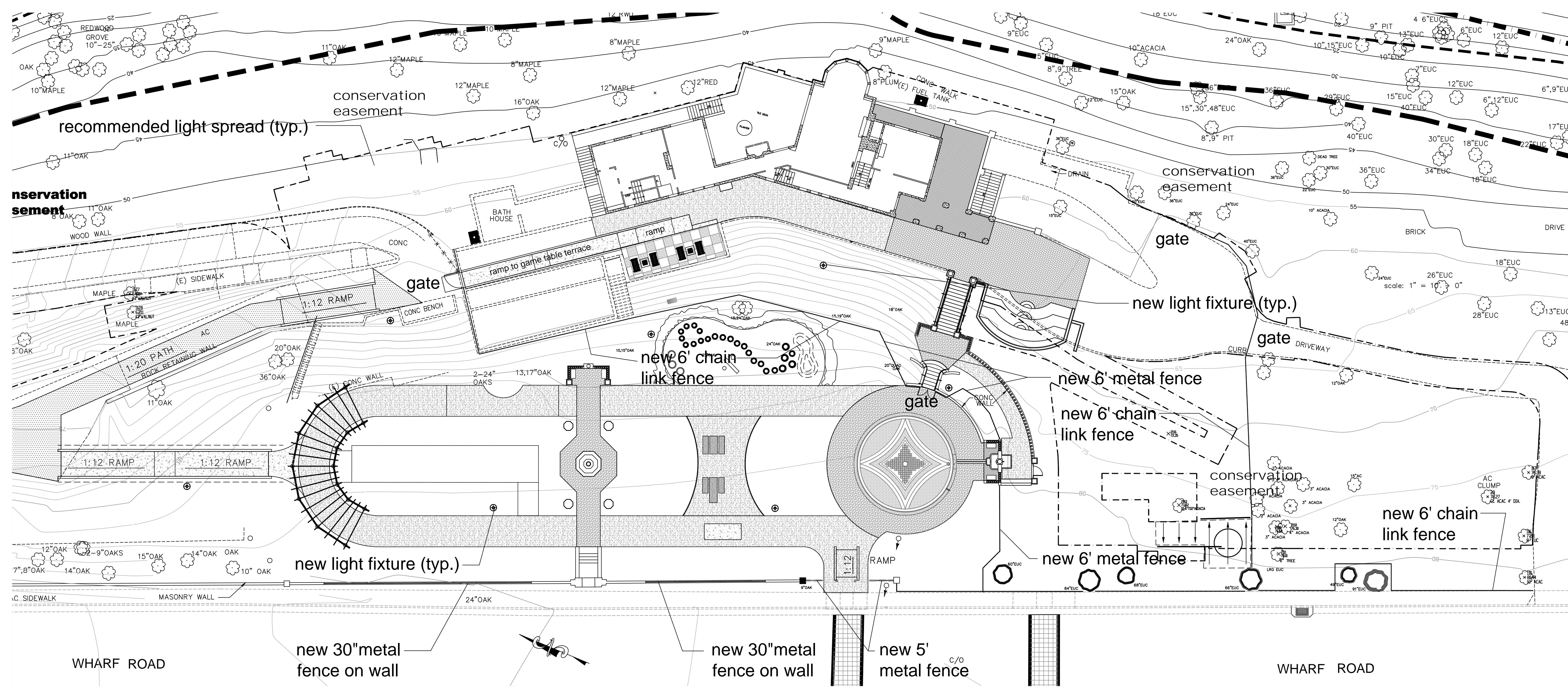


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
 1/16" = 1' - 0"

sheet title:
master plan

sheet number:
L - 1.1



FENCE LEGEND

ELEVATION VIEW	PLAN VIEW	DESCRIPTION	LOCATION	LENGTH
		5' DECORATIVE METAL FENCE w/ 6" PICKET SPACING	AT ENTRY OFF WHARF ROAD	14' LF
		6' DECORATIVE METAL FENCE w/ 6" PICKET SPACING	AT TOP OF SLOPE BEHIND TO WHARF ROAD	154 LF
		30" DECORATIVE METAL GUARDRAIL w/ 4" PICKET SPACING	ON TOP OF SECTIONS OF WALL ALONG WHARF ROAD	105 LF
		6' BLACK CHAIN LINK FENCE	PERIMETER OF PARK AREA	371 LF

Lighting Legend

Key	Description	Quantity	Manufacturer	Model #	Color/Finish
	Street Light fixture on Light Pole	7	Sternberg Lighting 510.638.3800 www.sternberglighting.com	AVENUE Series- B750SRLED Barrington 5201-SS Base on 5212 - FP5 - GFI - OI	Olde Iron finish Acorn Style w/ roof mounted downlighting optics and LED light source with white textured polycarbonate acorn 5" fluted 12' high Old Iron finish pole with GFI

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RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

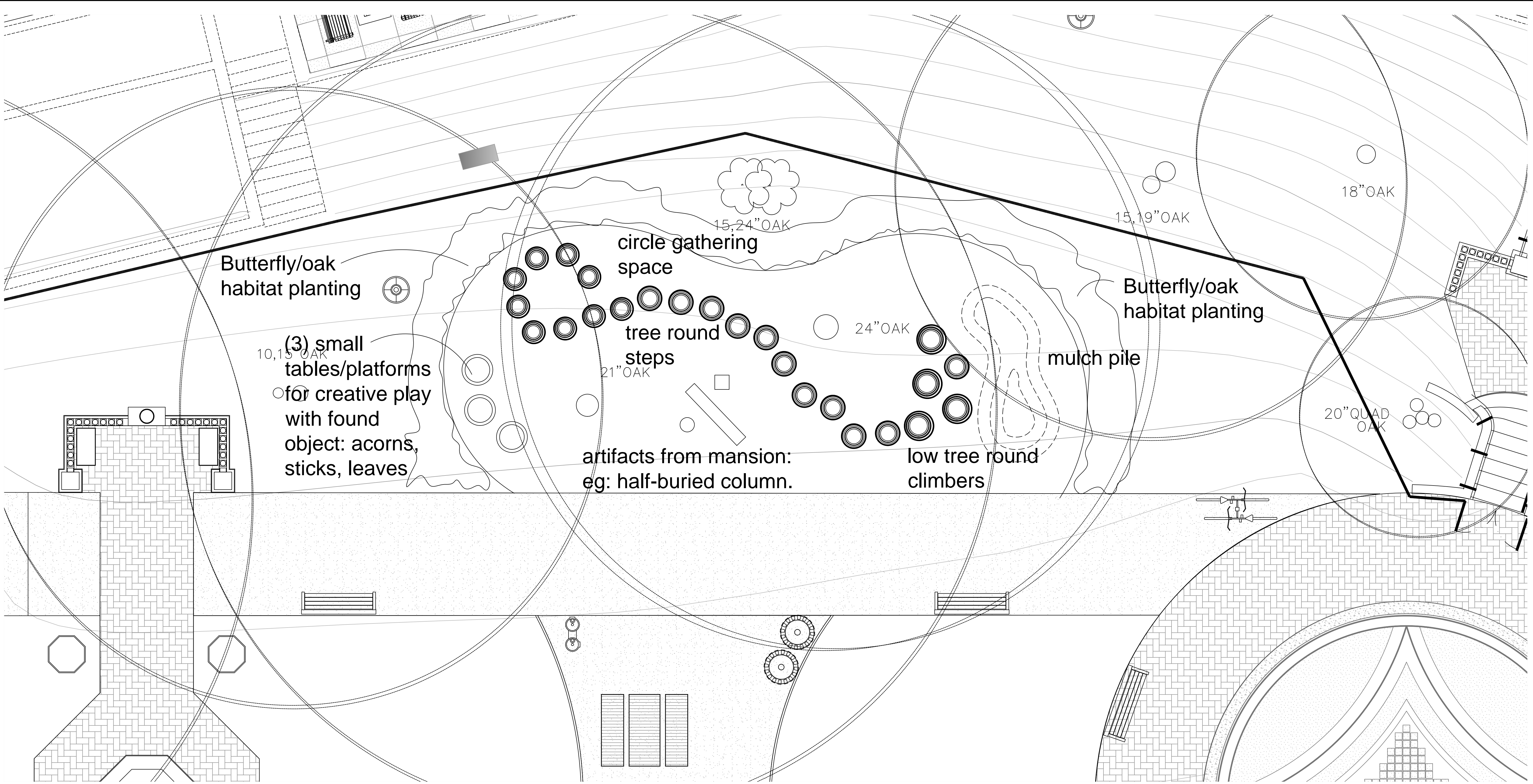


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

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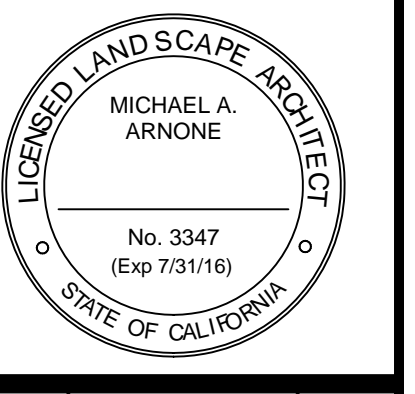
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fencing & lighting

sheet number:
L - 1.10



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RISPIN MANSION PARK
 WHARF ROAD AND CLARES STREET
 CAPITOLA, CALIFORNIA



DATE	PURPOSE	BY
5.28.15	City Council review	MAA

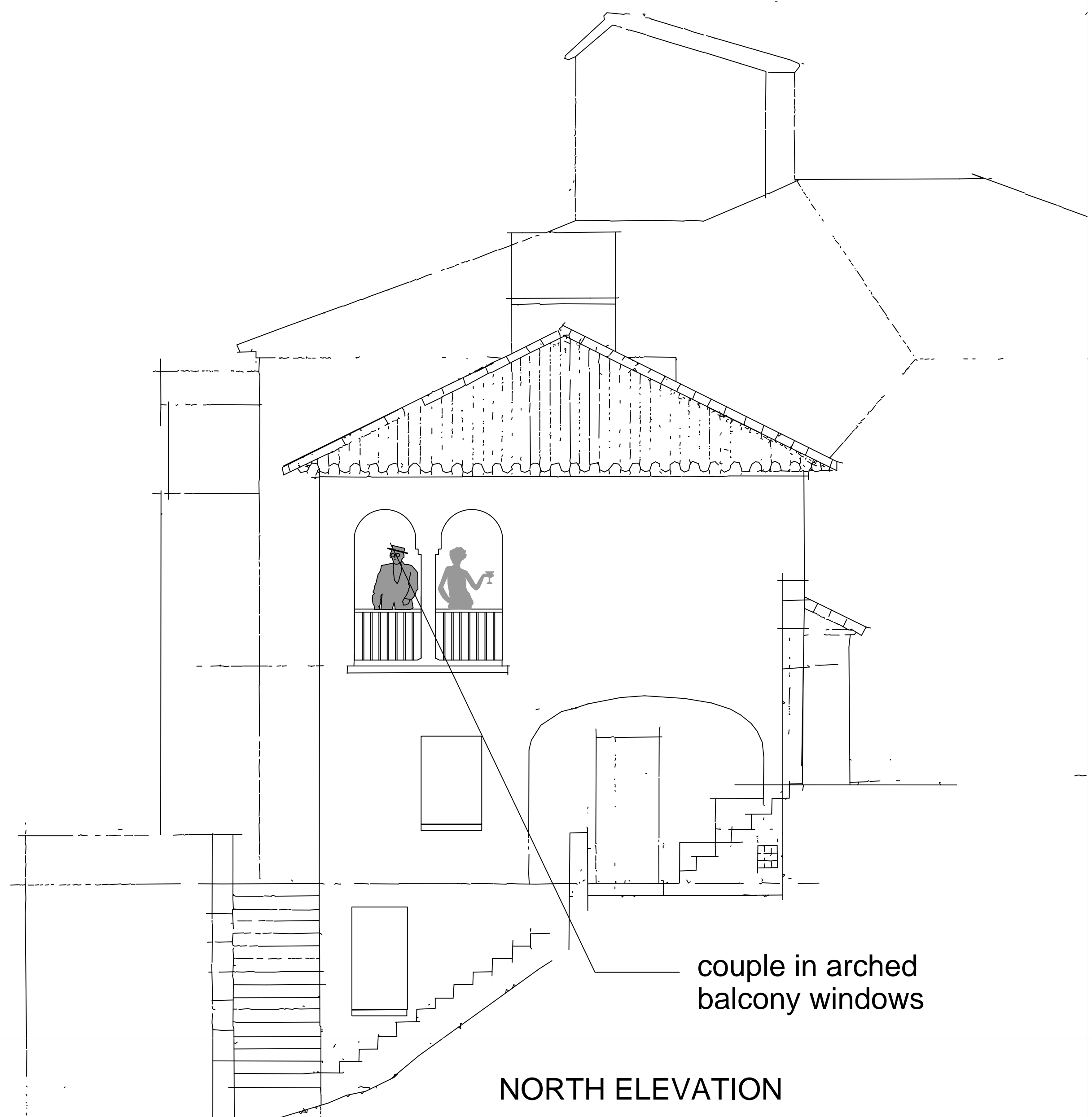
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sheet title:
 Nature
 Play area

sheet number:
 L - 1.11

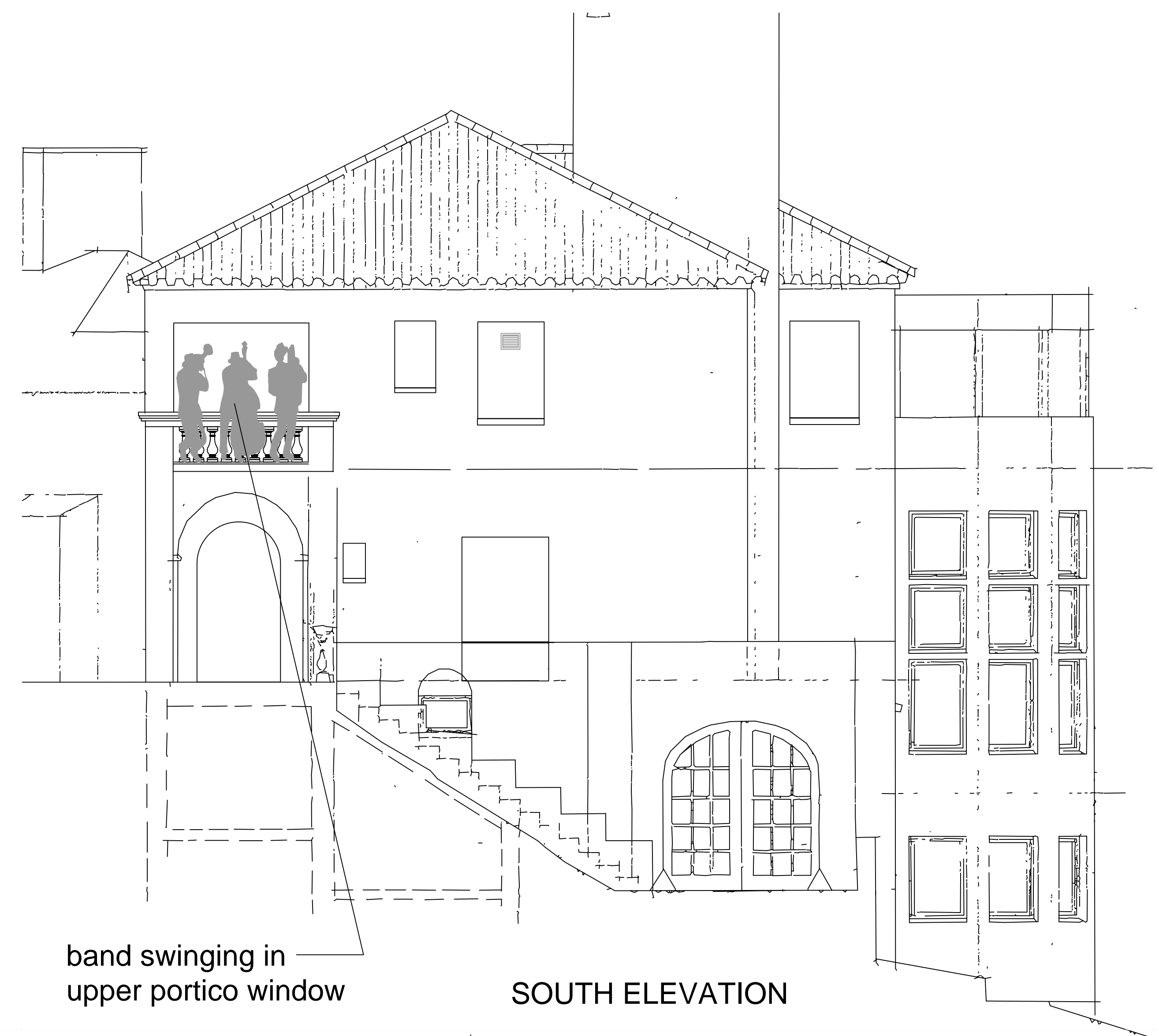


Photo Examples of Nature Play Areas



NORTH ELEVATION

couple in arched balcony windows



SOUTH ELEVATION

band swinging in upper portico window



WEST ELEVATION

candlestick in divided light window

couple dancing in upper portico window

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RISPIN MANSION PARK
 WHARF ROAD AND CLARES STREET
 CAPITOLA, CALIFORNIA



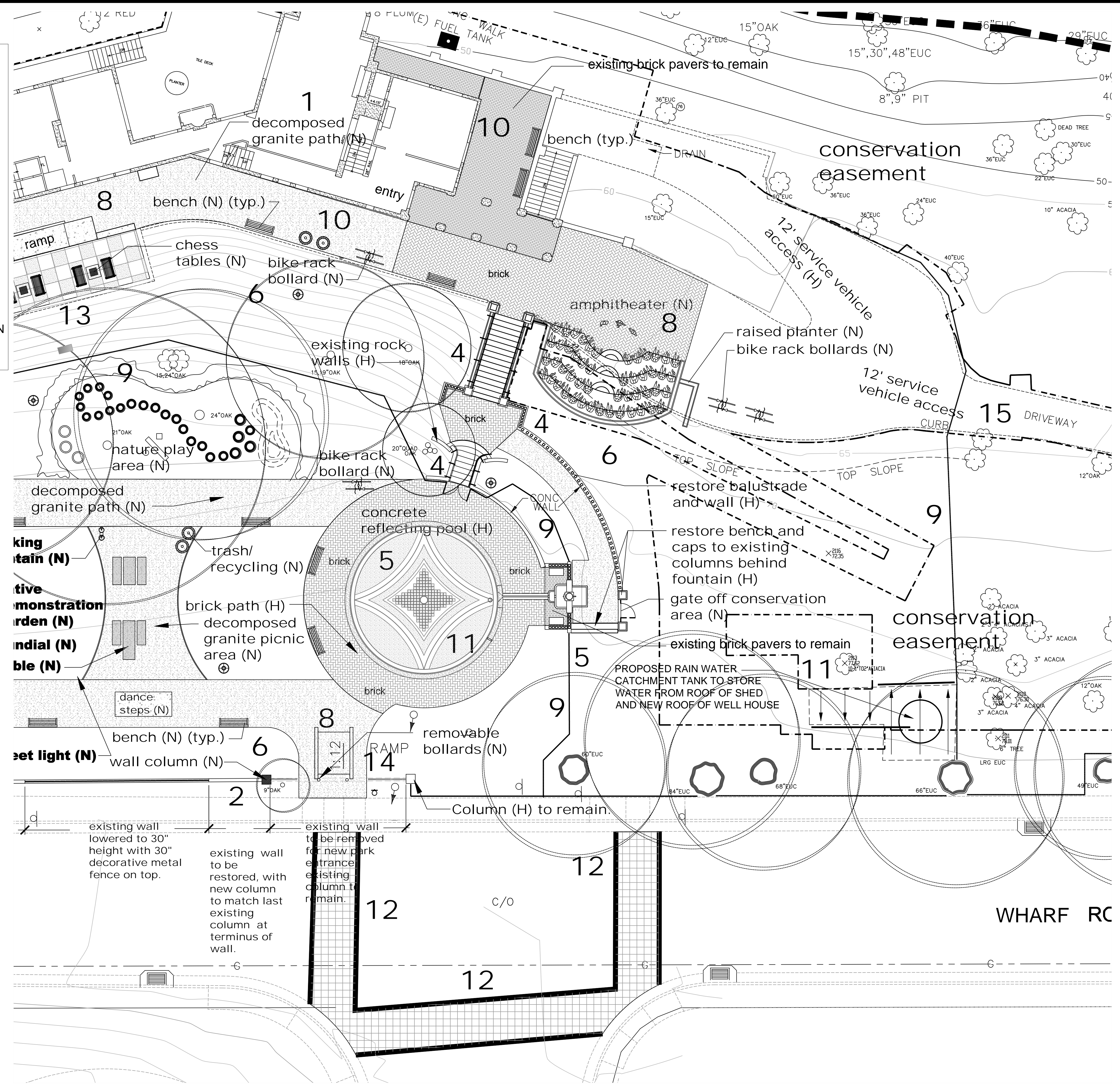
DATE	PURPOSE	BY
5.28.15	city council review submission	MAA
5.28.15	City Council review	MAA

scale:
 1/4" = 1' - 0"

sheet title:
mansion window murals

sheet number:
L - 1.12

- EXISTING FEATURES AND PROJECT GOALS**
- (N) denotes new element
 - (H) denotes existing element found on site
 - 1. RISPIN MANSION BUILDING(H)
 - 2. WHARF ROAD ENTRY AND WALL(H)
 - 3. WHARF ROAD ENTRY STEPS(H)
 - 4. GRAND STAIRCASE AND BALUSTRADE (H)
 - 5. FOUNTAIN AND REFLECTION POOL (H)
 - 6. PLANTS AND LANDSCAPE (N)
 - 7. SUNDIAL (H) AND SCULPTURE GARDEN(N)
 - 8. UNIVERSAL ACCESS PATH OF TRAVEL(N)
 - 9. FENCING AND GATES (N)
 - 10. SIGNAGE (N)
 - 11. RAIN WATER HARVESTING OFF SHED AND ORIGINAL WELL/WATER TANK BUILDING (N)
 - 12. IMPROVE STRIPING AND CROSSWALKS AT CLARES/WHARF ROAD INTERSECTION(N)
 - 13. MURAL ON CONCRETE WALL OF SAINT CLARES BUILDING(N)
 - 14. REMOVABLE BOLLARDS AT PARK ENTRY (N).
 - 15. INFORMAL SERVICE DRIVE/PEDESTRIAN PATH FROM MANSION TERRACE TO SOUTH ENTRANCE AT WHARF ROAD (H)



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RISPIN MANSION PARK
 WHARF ROAD AND CLARES STREET
 CAPITOLA, CALIFORNIA

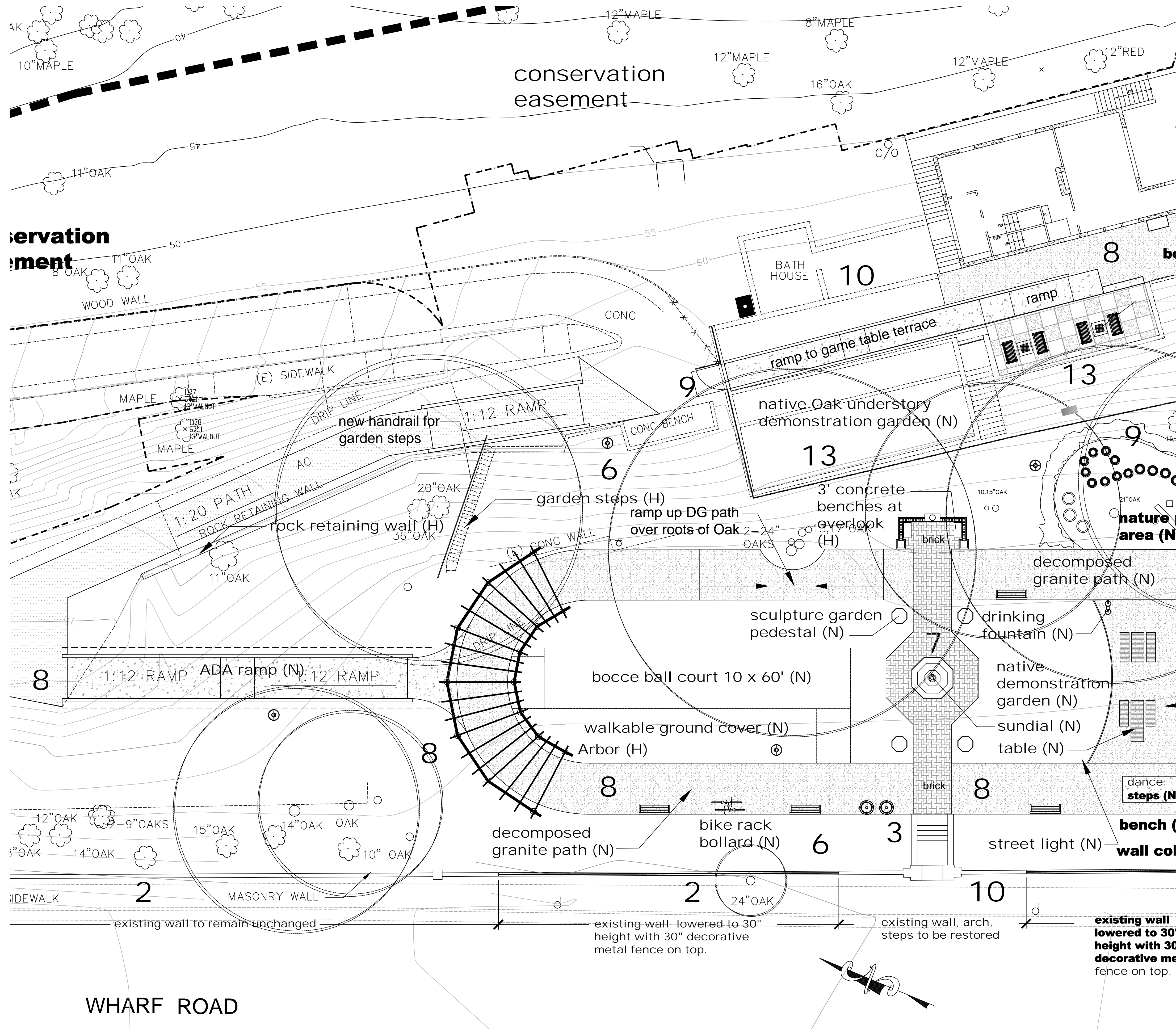


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
 1" = 10' - 0"

sheet title:
 hardscape plan
 south end

sheet number:
 L - 1.2



- EXISTING FEATURES AND PROJECT GOALS**
 (N) denotes new element
 (H) denotes existing element found on site
1. RISPIN MANSION BUILDING(H)
 2. WHARF ROAD ENTRY AND WALL(H)
 3. WHARF ROAD ENTRY STEPS(H)
 4. GRAND STAIRCASE AND BALUSTRADE (H)
 5. FOUNTAIN AND REFLECTION POOL (H)
 6. PLANTS AND LANDSCAPE (N)
 7. SUNDIAL (H) AND SCULPTURE GARDEN(N)
 8. UNIVERSAL ACCESS PATH OF TRAVEL(N)
 9. FENCING AND GATES (N)
 10. SIGNAGE (N)
 11. RAIN WATER HARVESTING OFF SHED AND ORIGINAL WELL/WATER TANK BUILDING (N)
 12. IMPROVE STRIPING AND CROSSWALKS AT CLARES/WHARF ROAD INTERSECTION(N)
 13. MURAL ON CONCRETE WALL OF SAINT CLARES BUILDING(N)
 14. REMOVABLE BOLLARDS AT PARK ENTRY (N).
 15. INFORMAL SERVICE DRIVE/PEDESTRIAN PATH FROM MANSION TERRACE TO SOUTH ENTRANCE AT WHARF ROAD (H)

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RISPIN MANSION PARK
 WHARF ROAD AND CLARES STREET
 CAPITOLA, CALIFORNIA

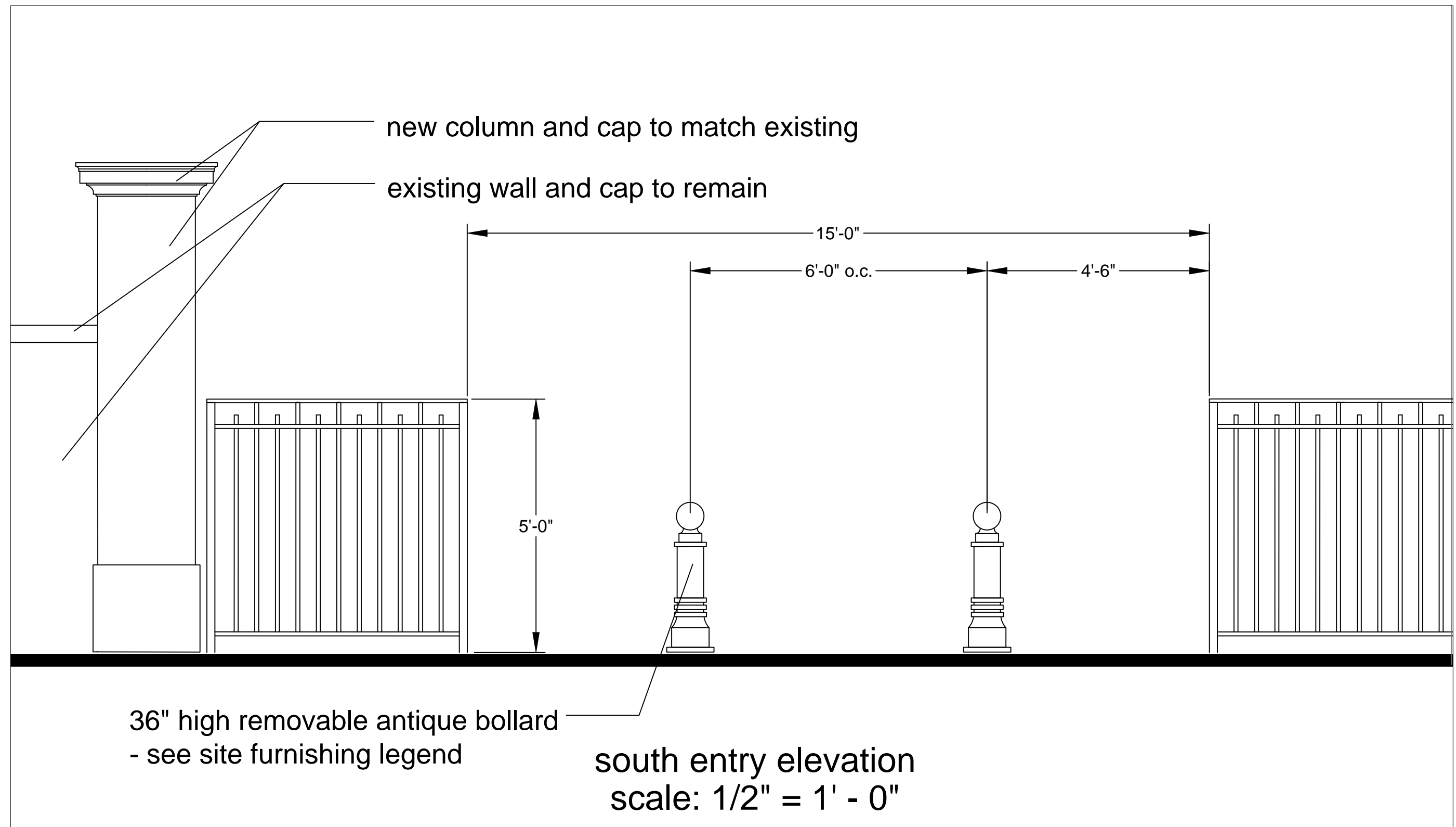
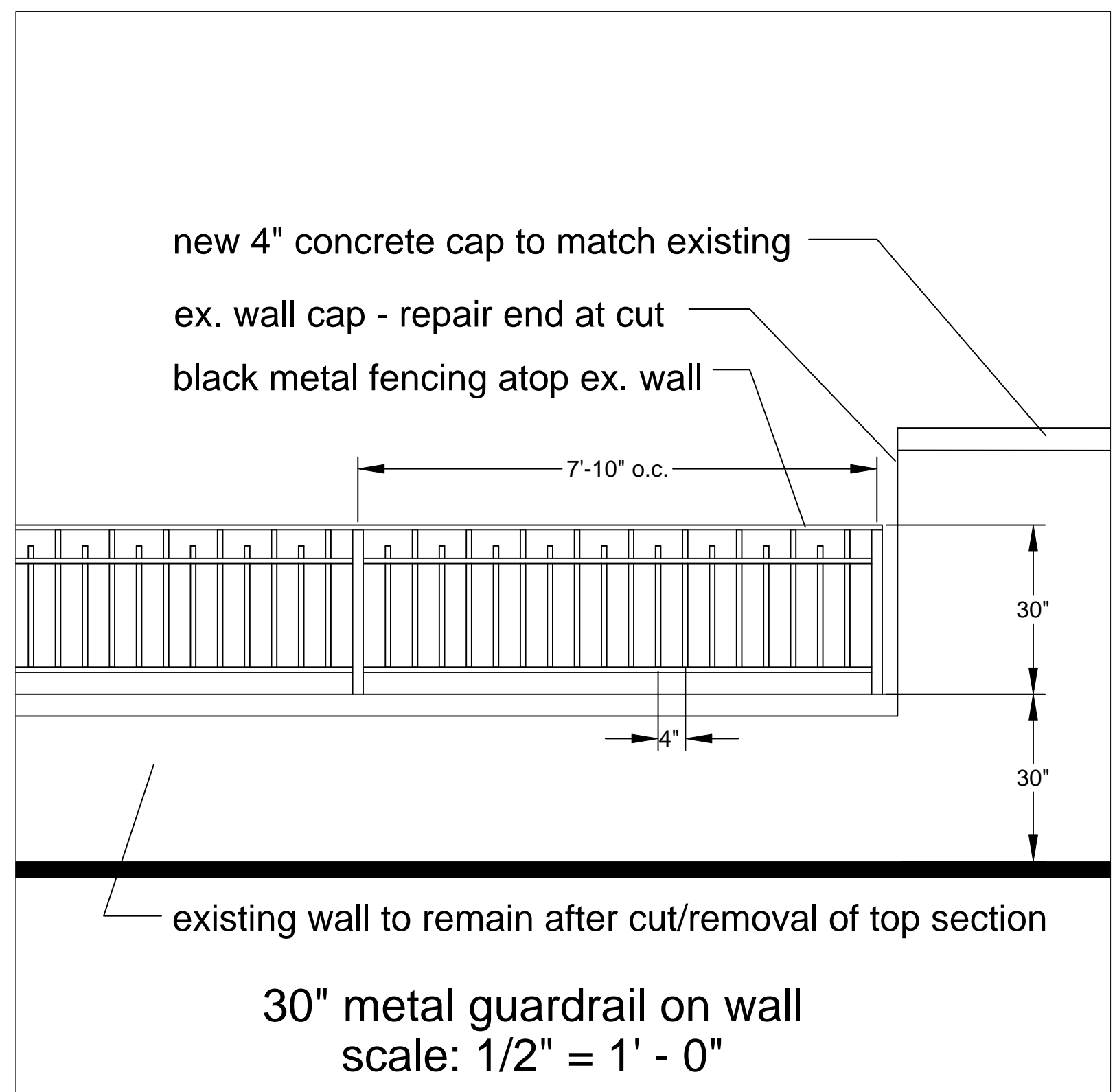
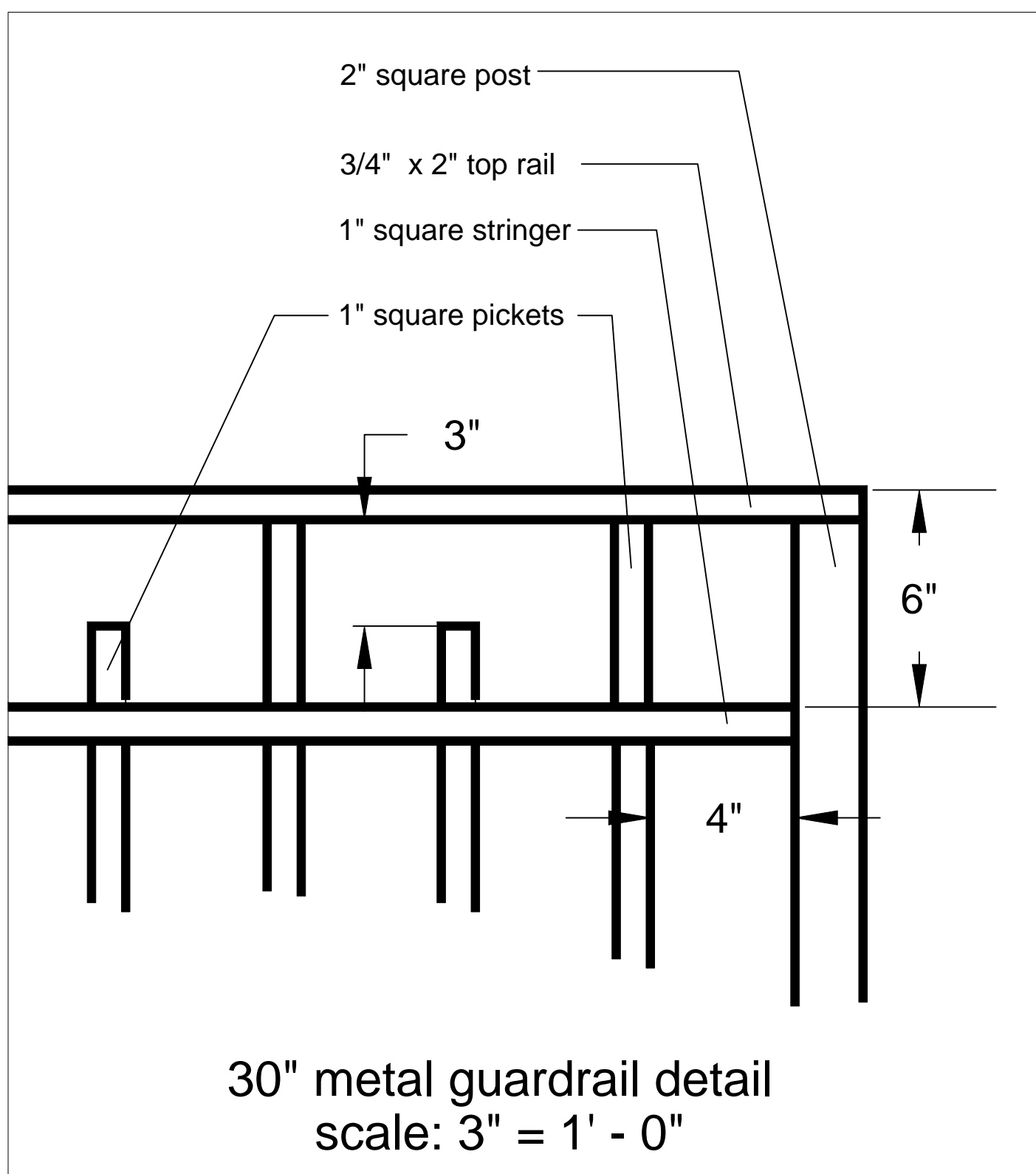
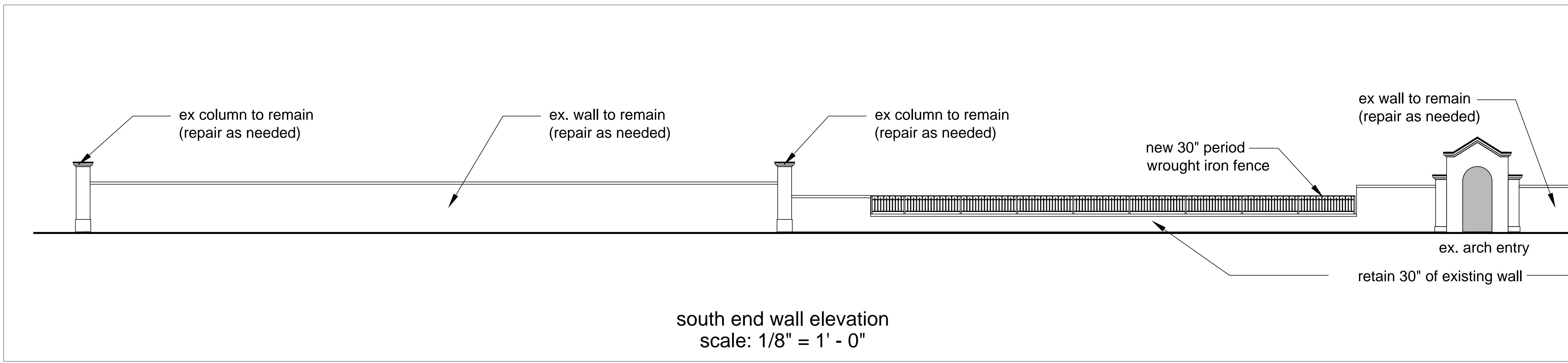
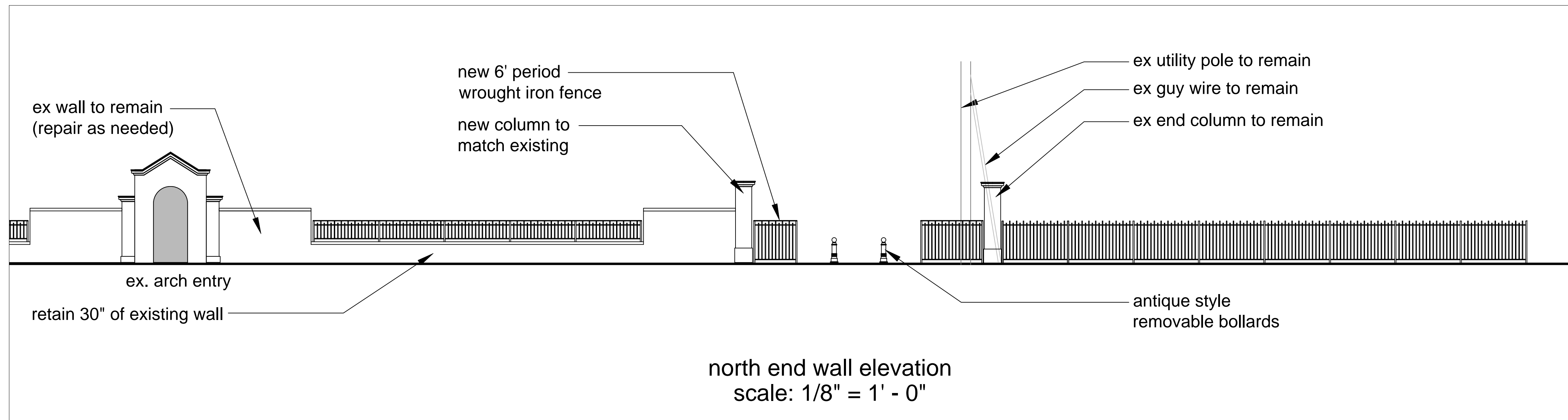


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
 1" = 10' - 0"

sheet title:
 hardscape plan
 north end

sheet number:
 L - 1.3



RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

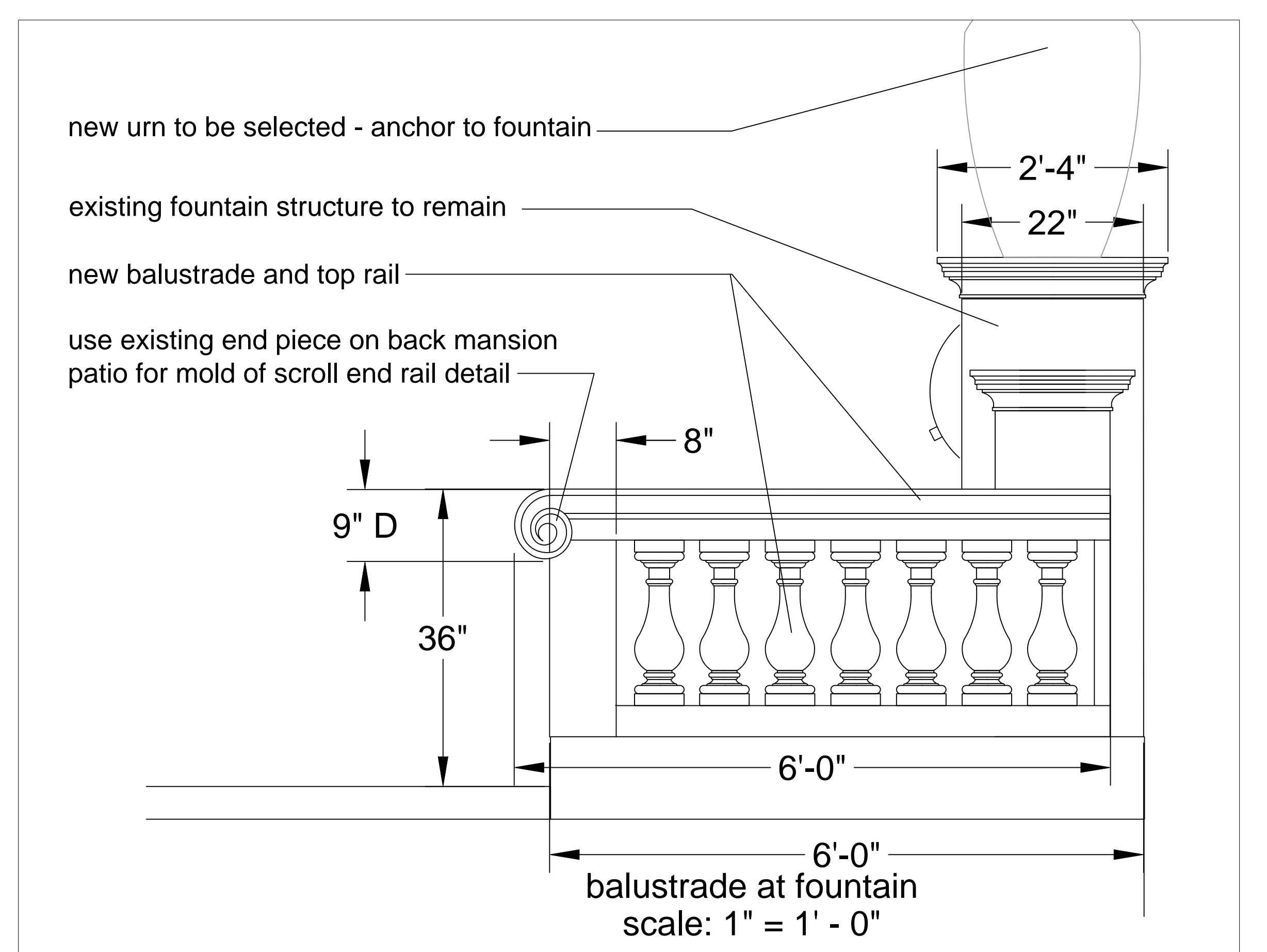
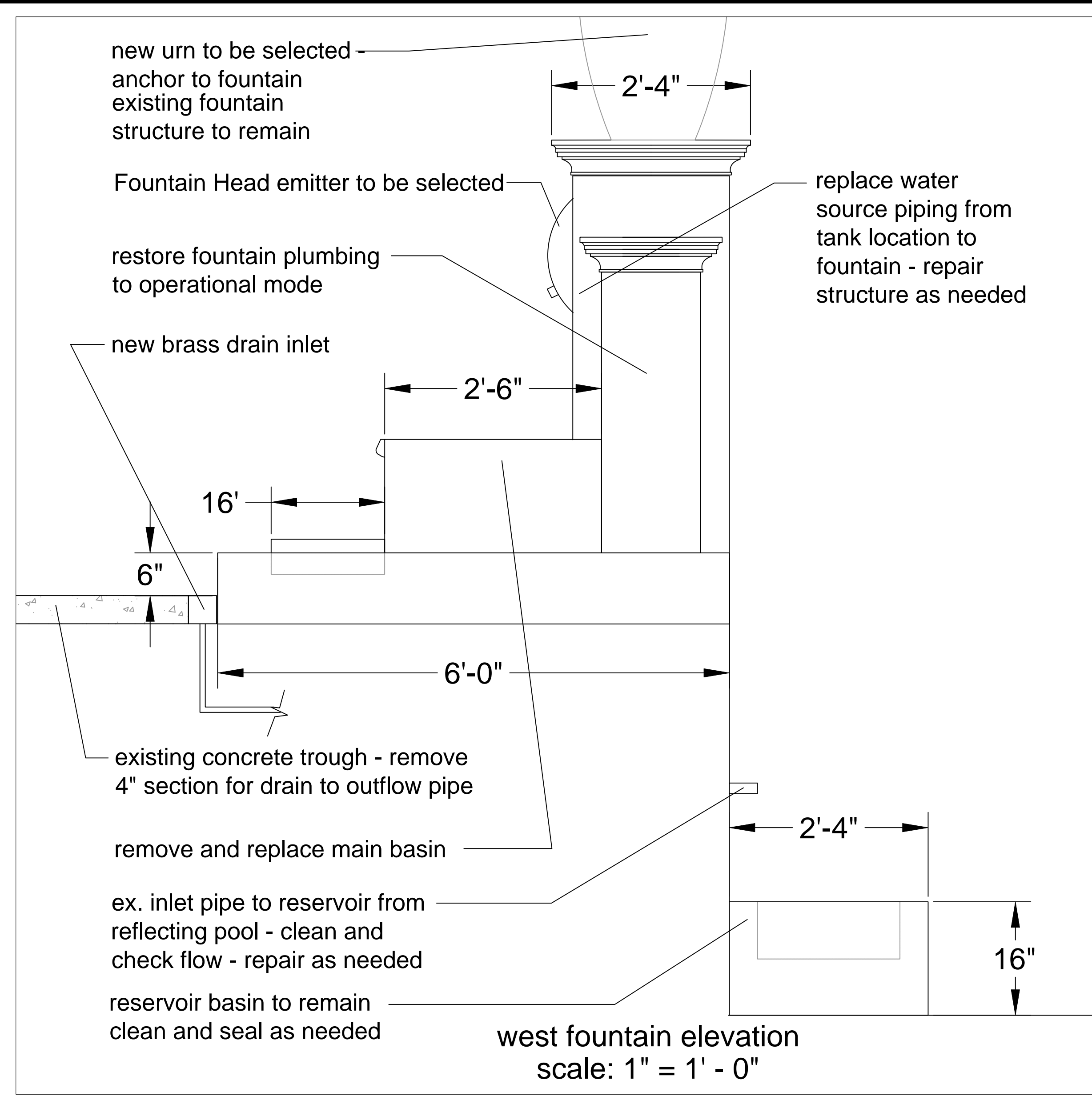
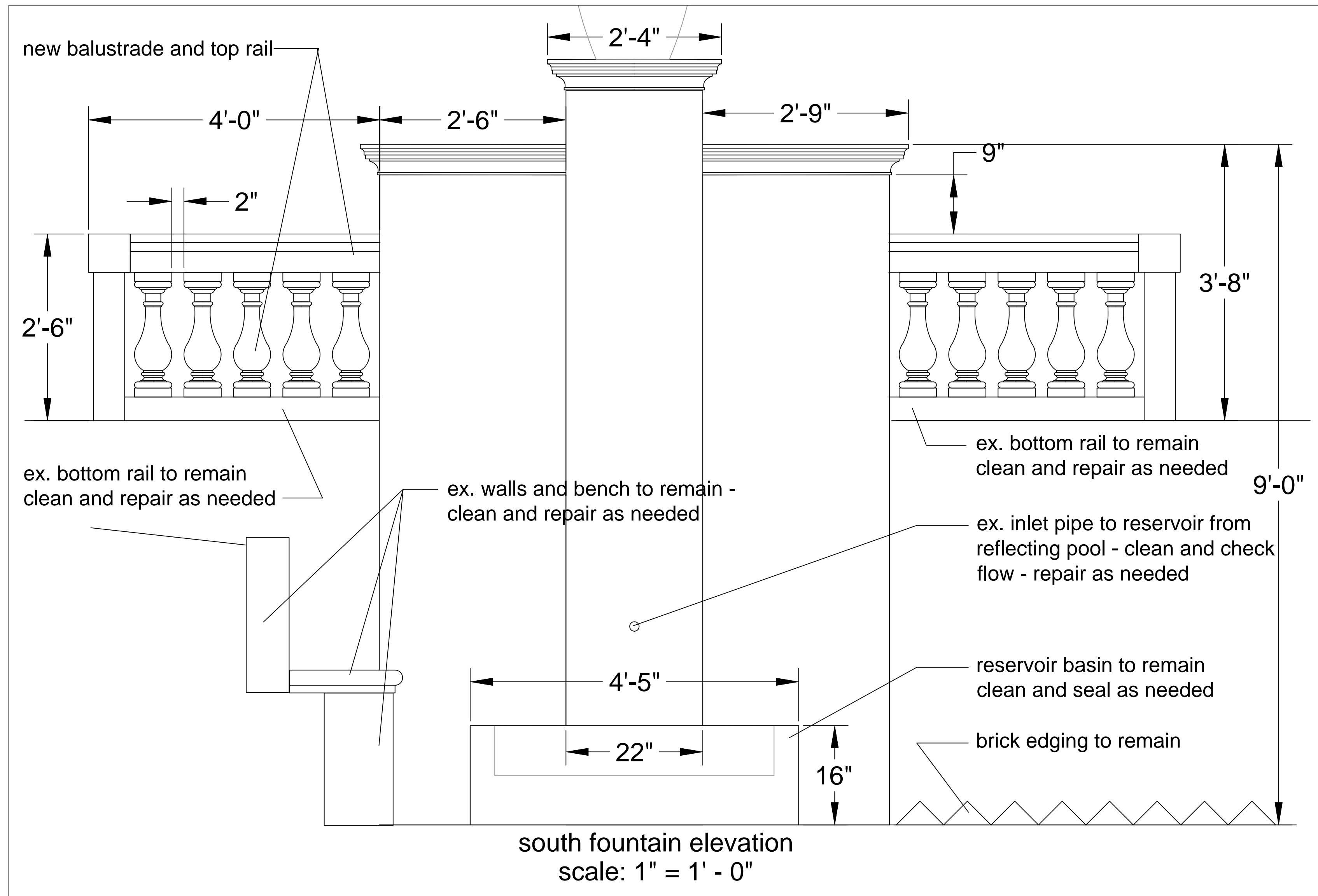
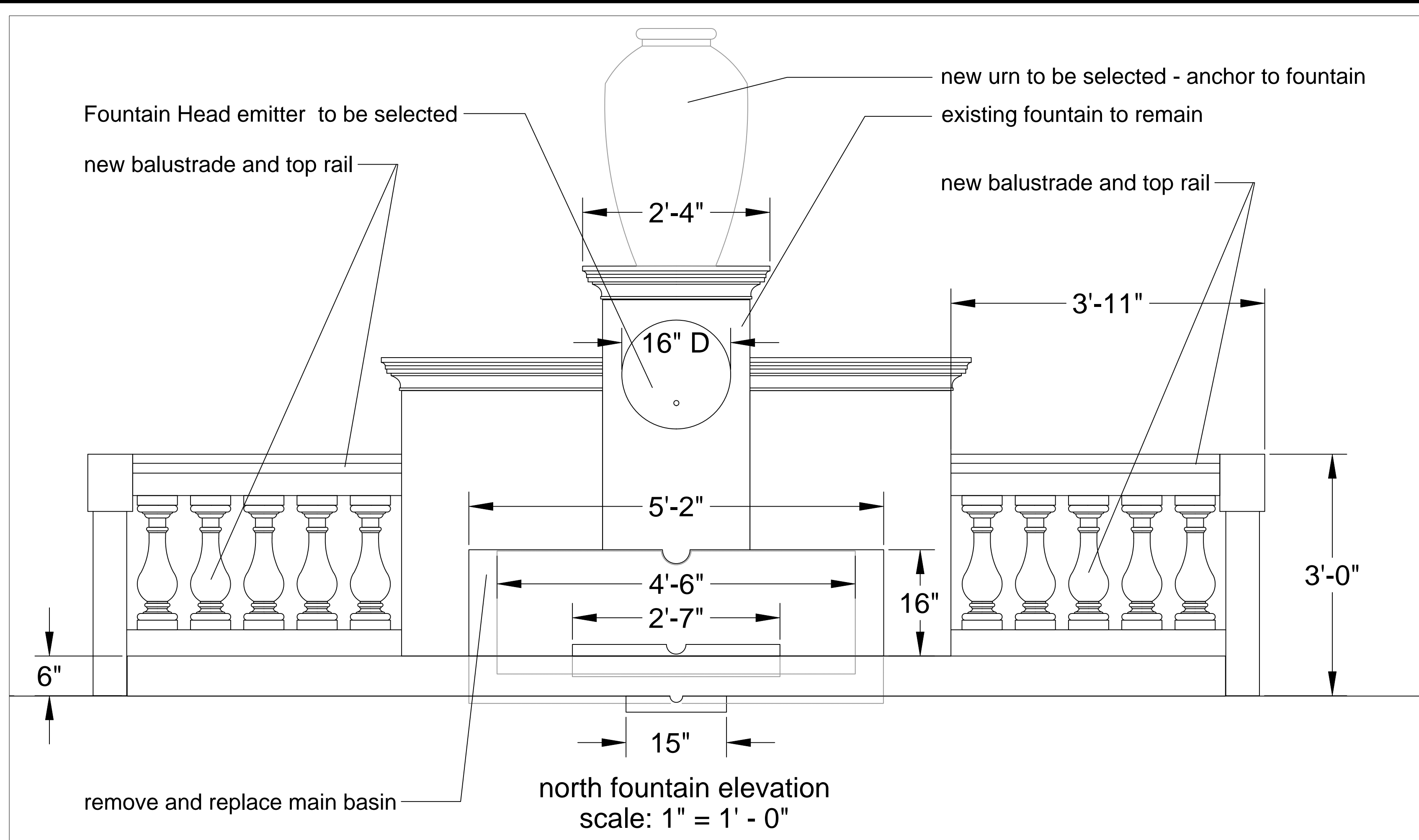


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
as noted

sheet title:
details & elevations

sheet number:
L - 1.4



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RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

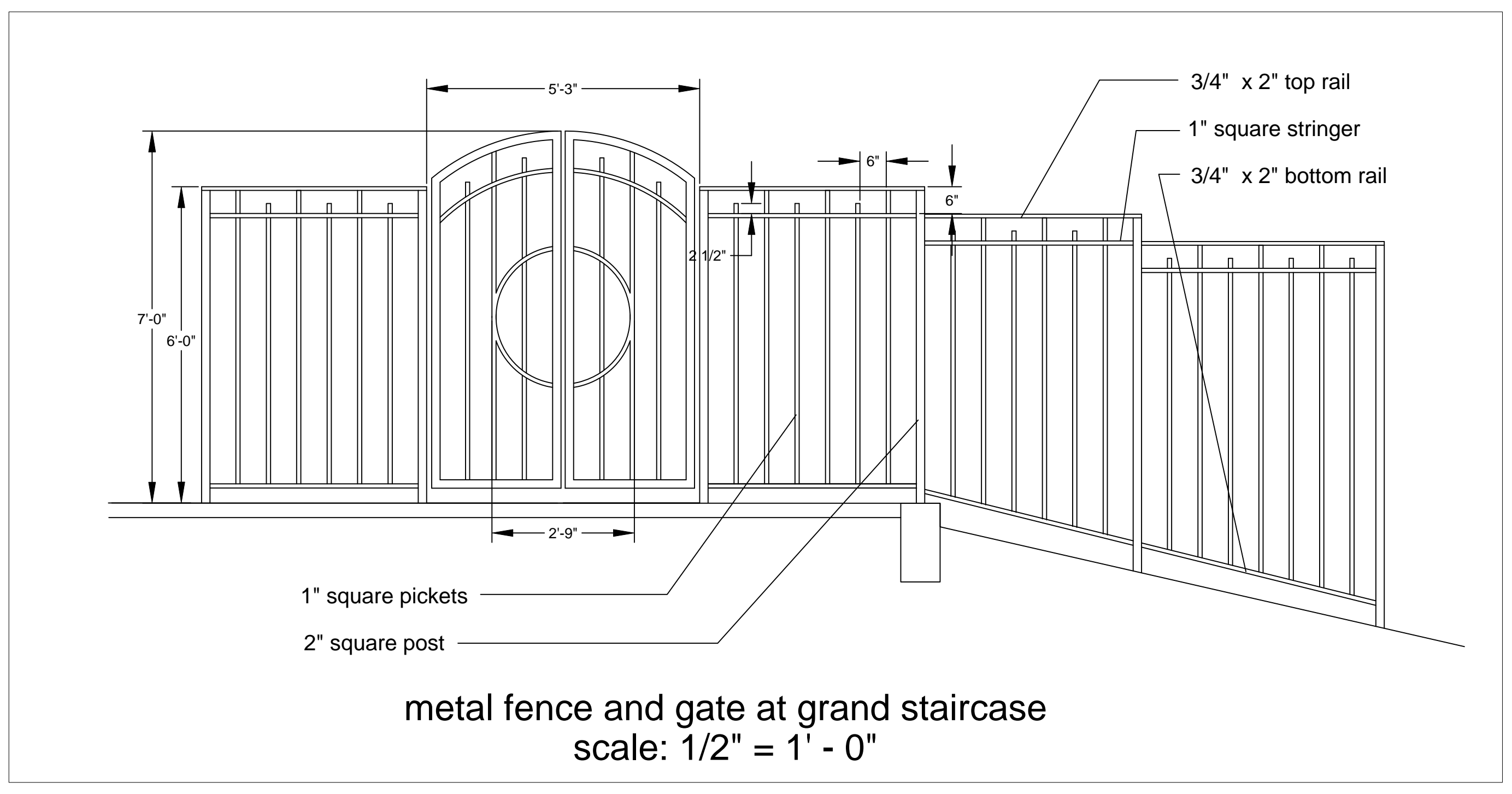
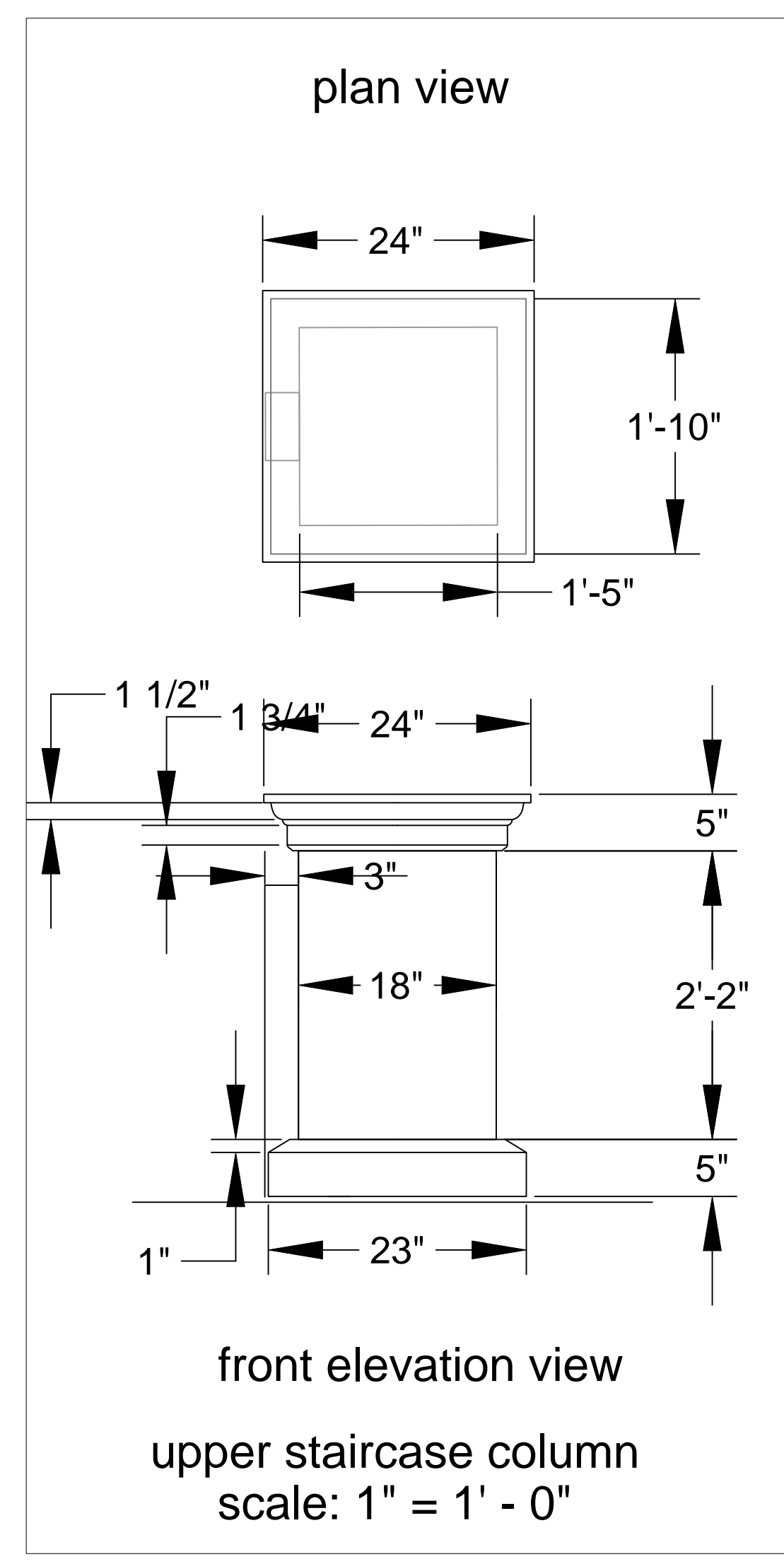
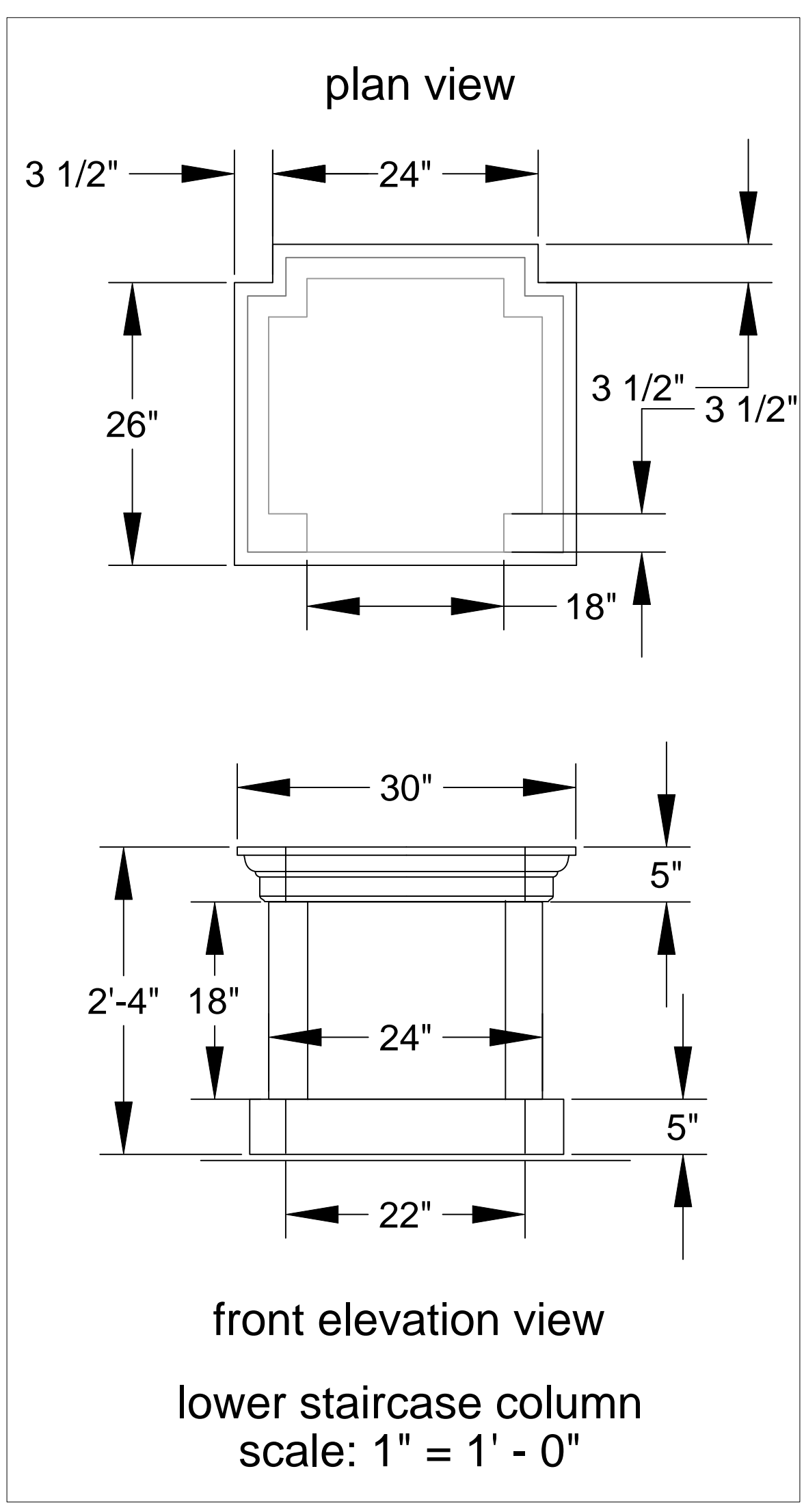
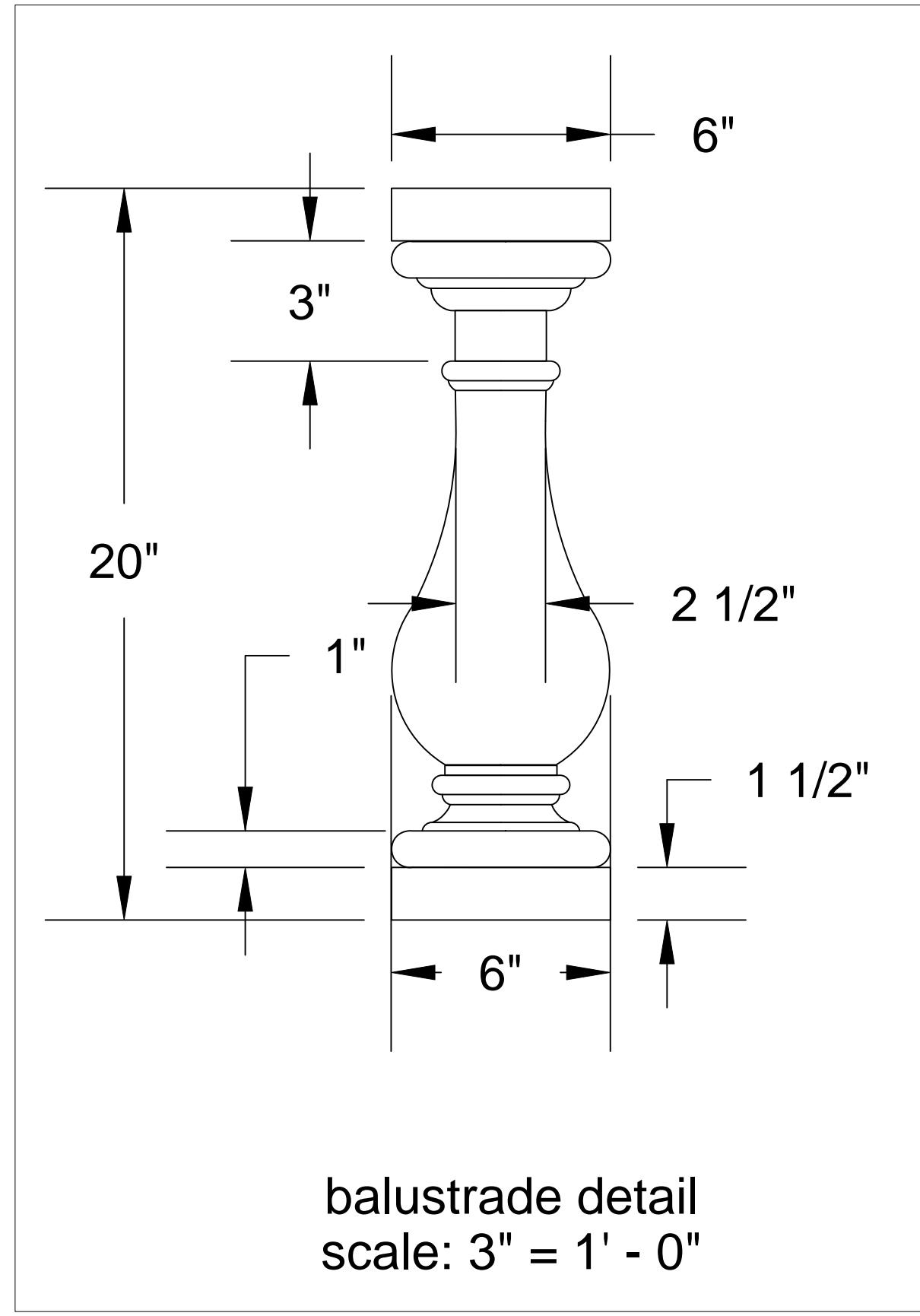
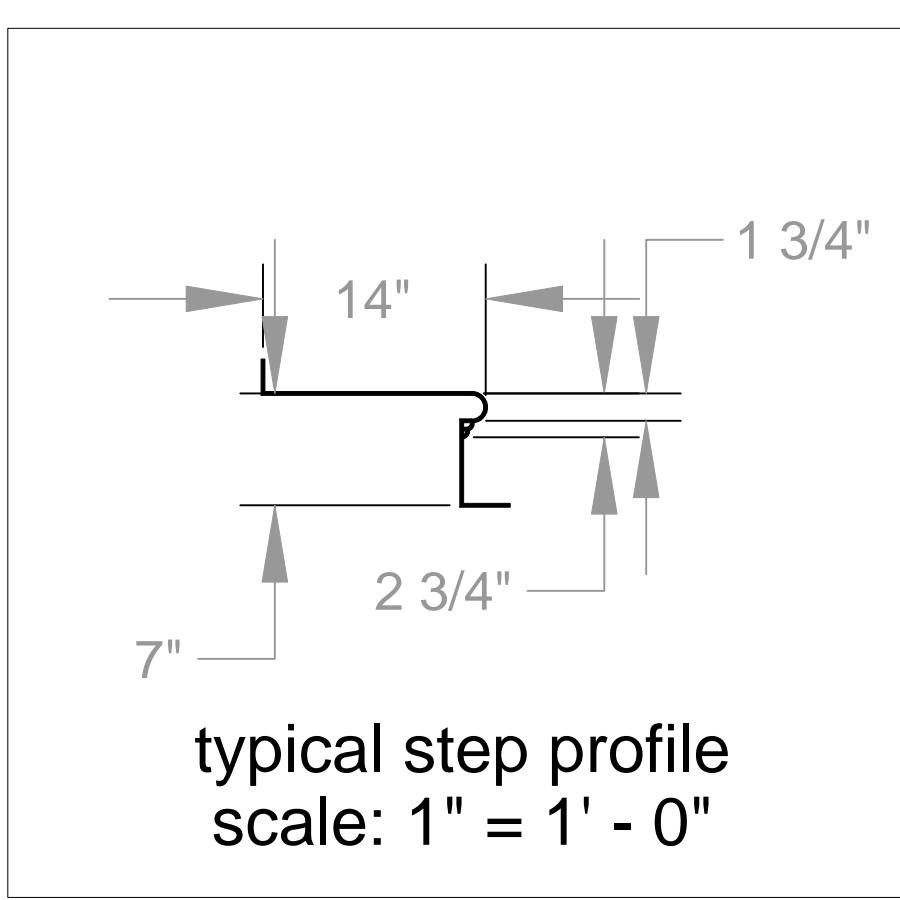
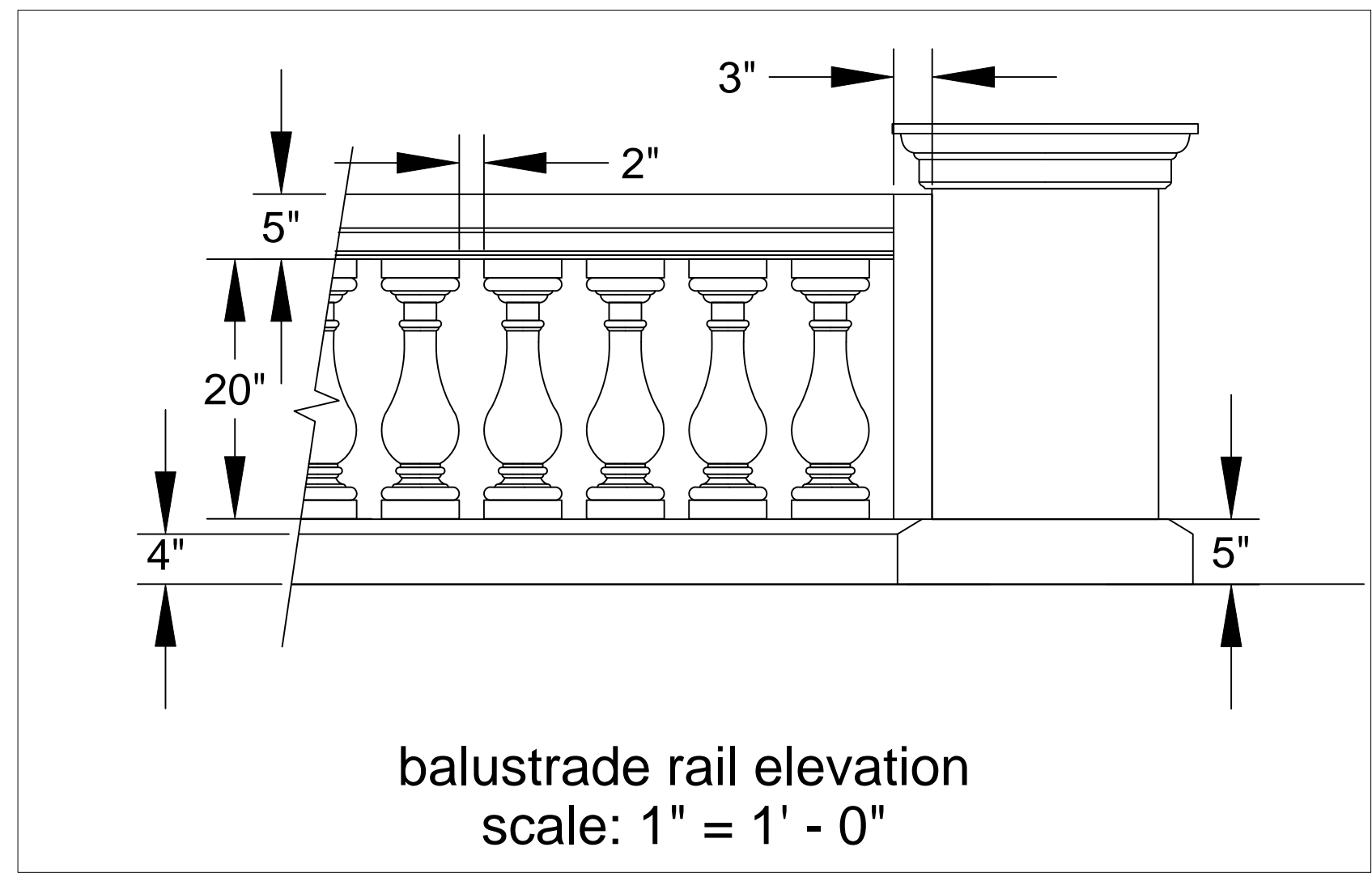
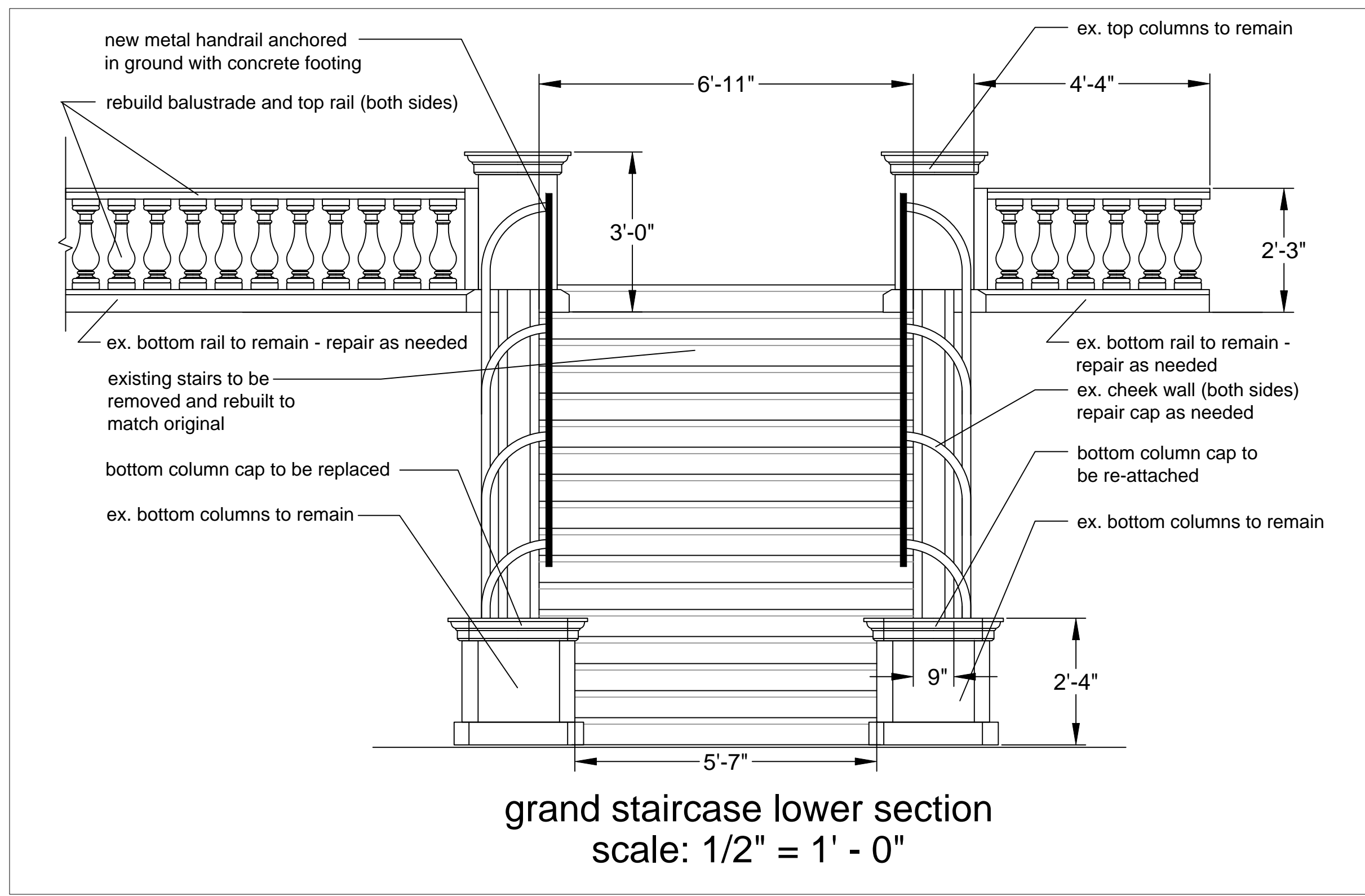
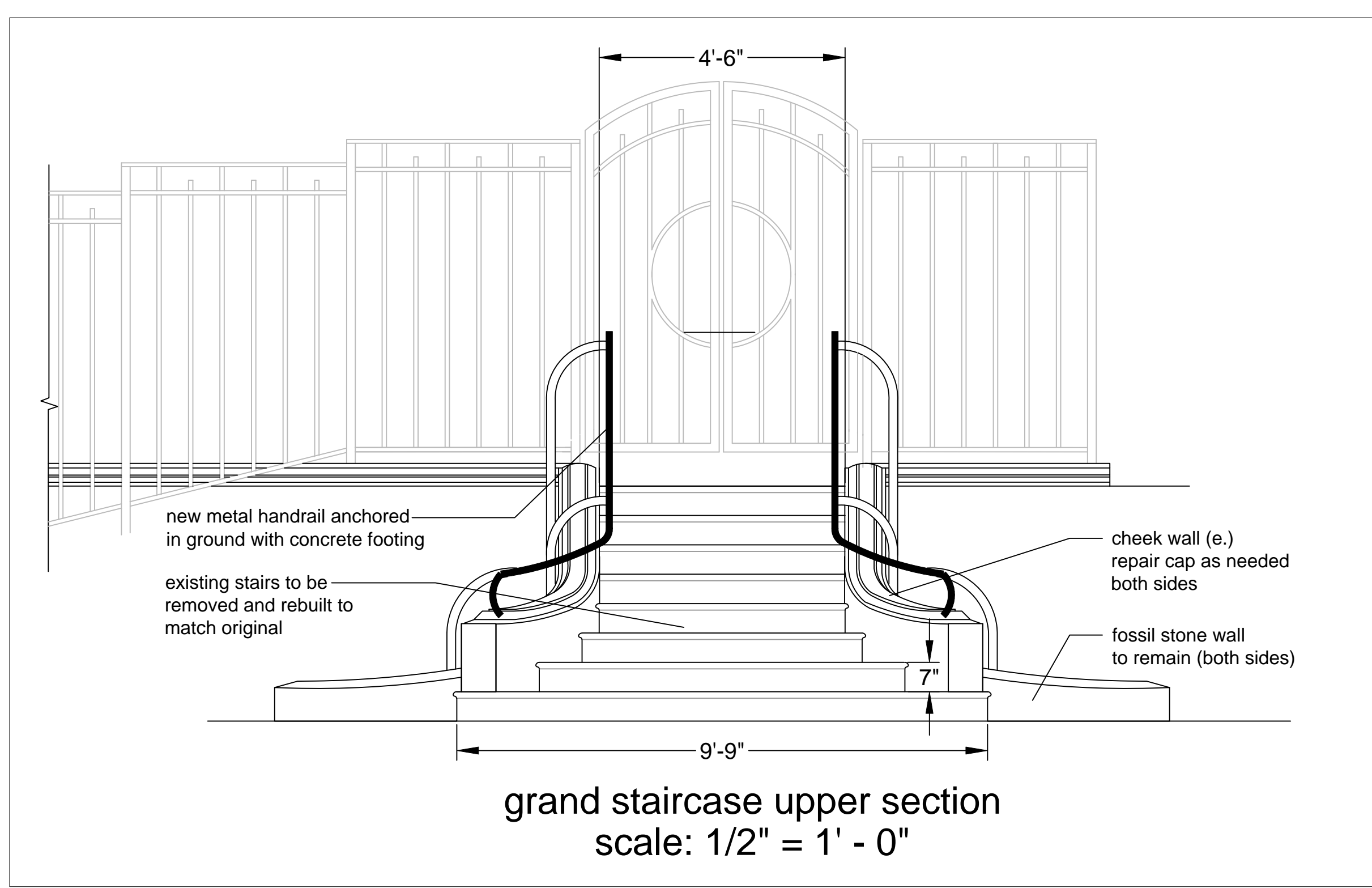


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
as noted

sheet title:
details & elevations

sheet number:
L - 1.5



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RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

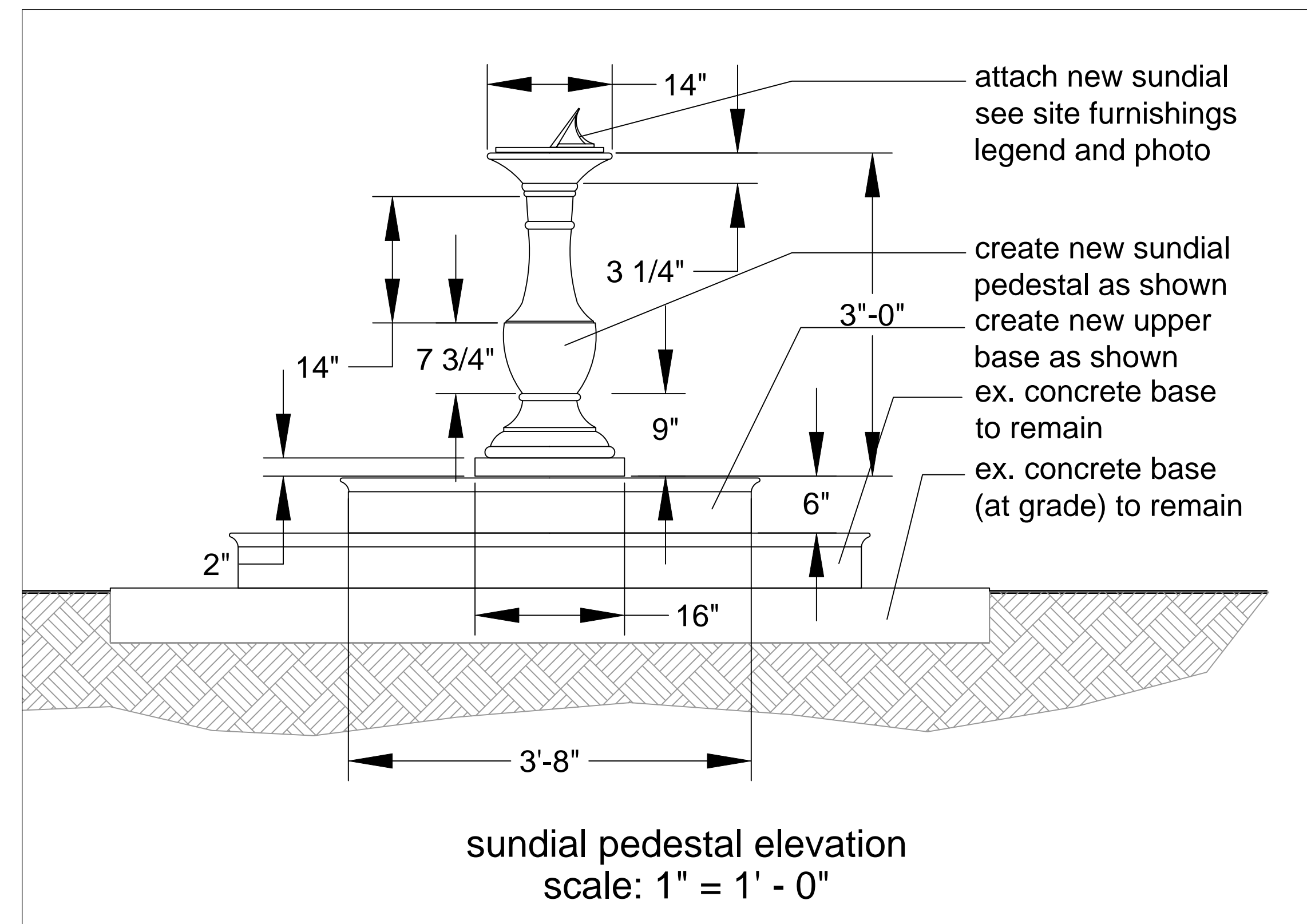
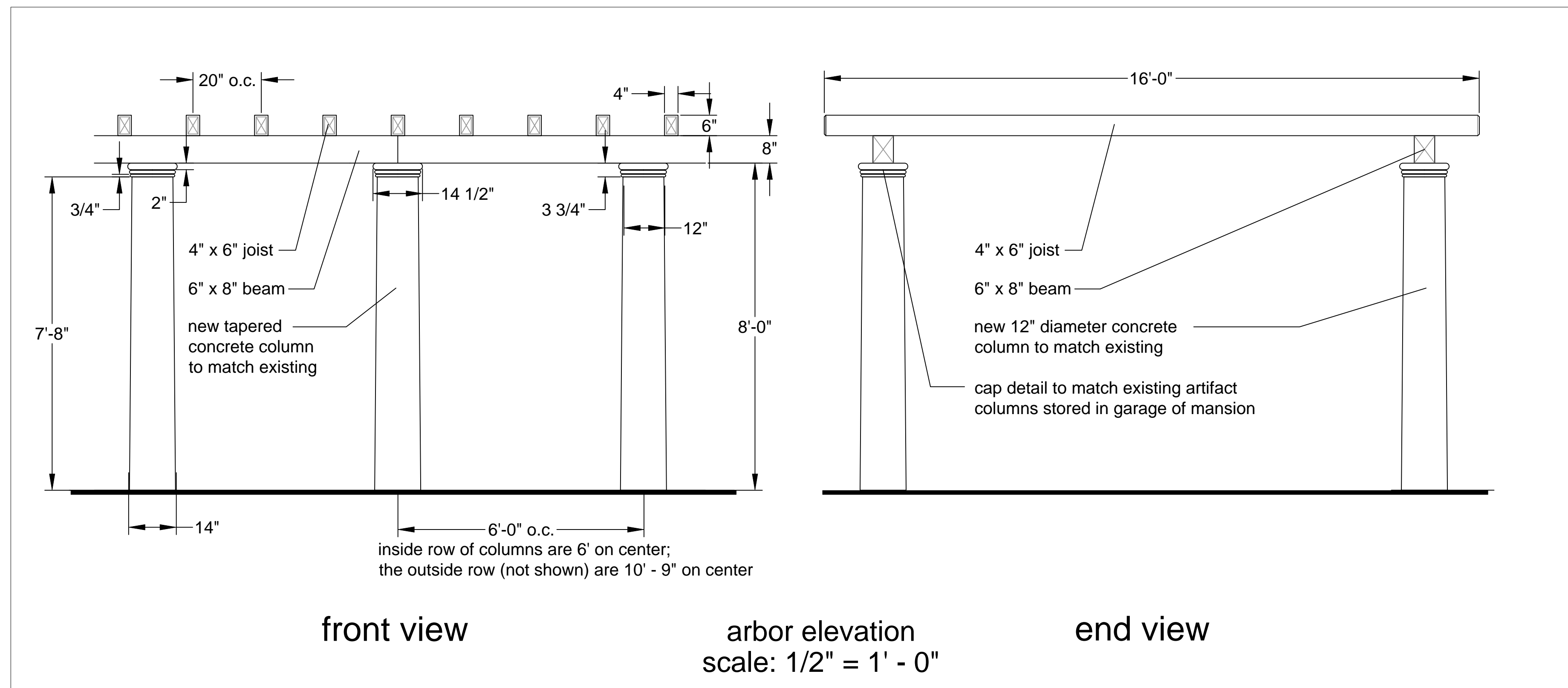
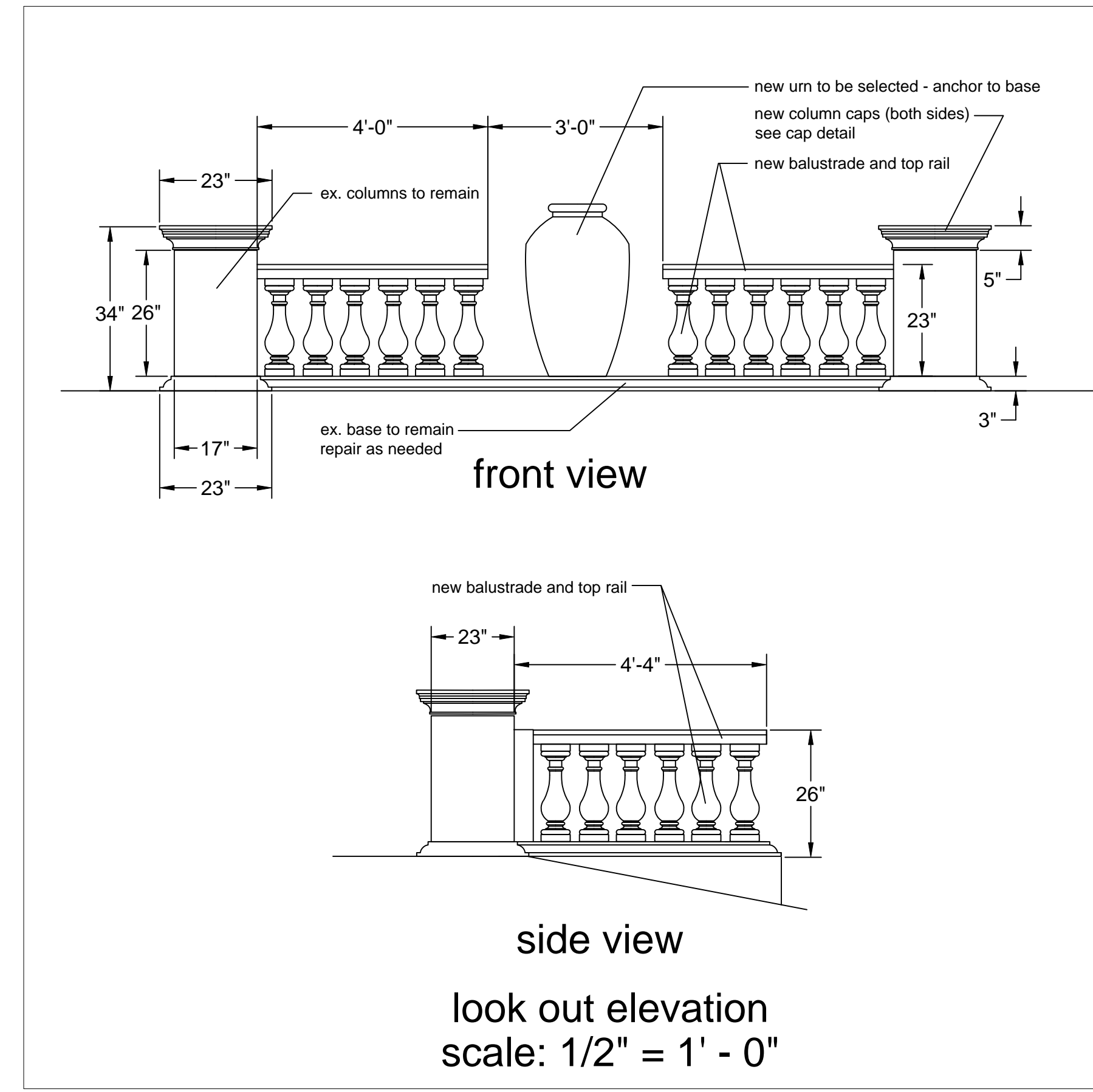
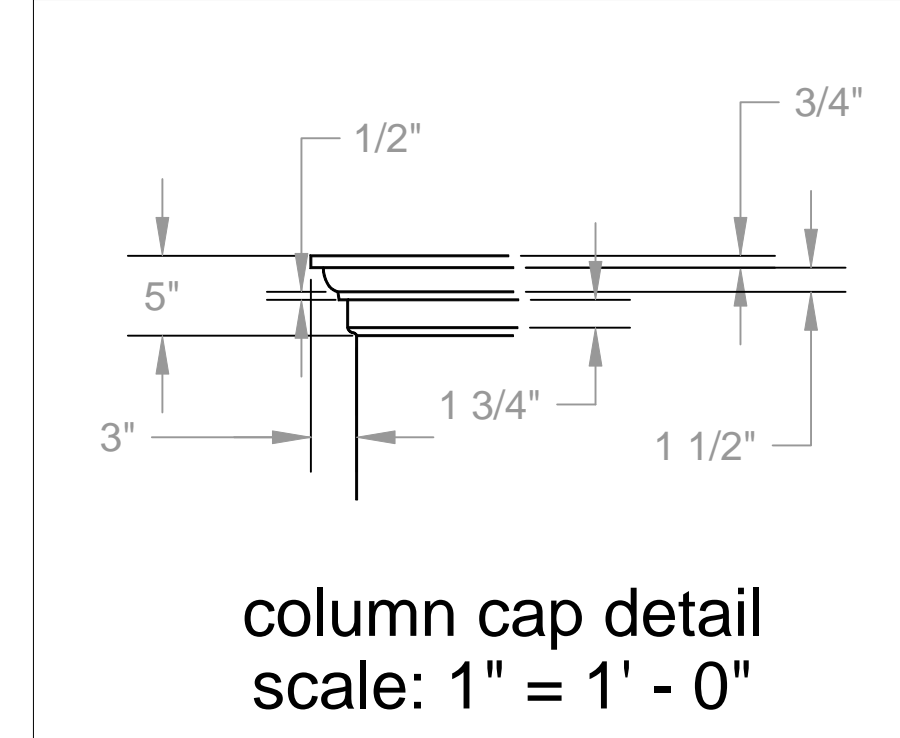
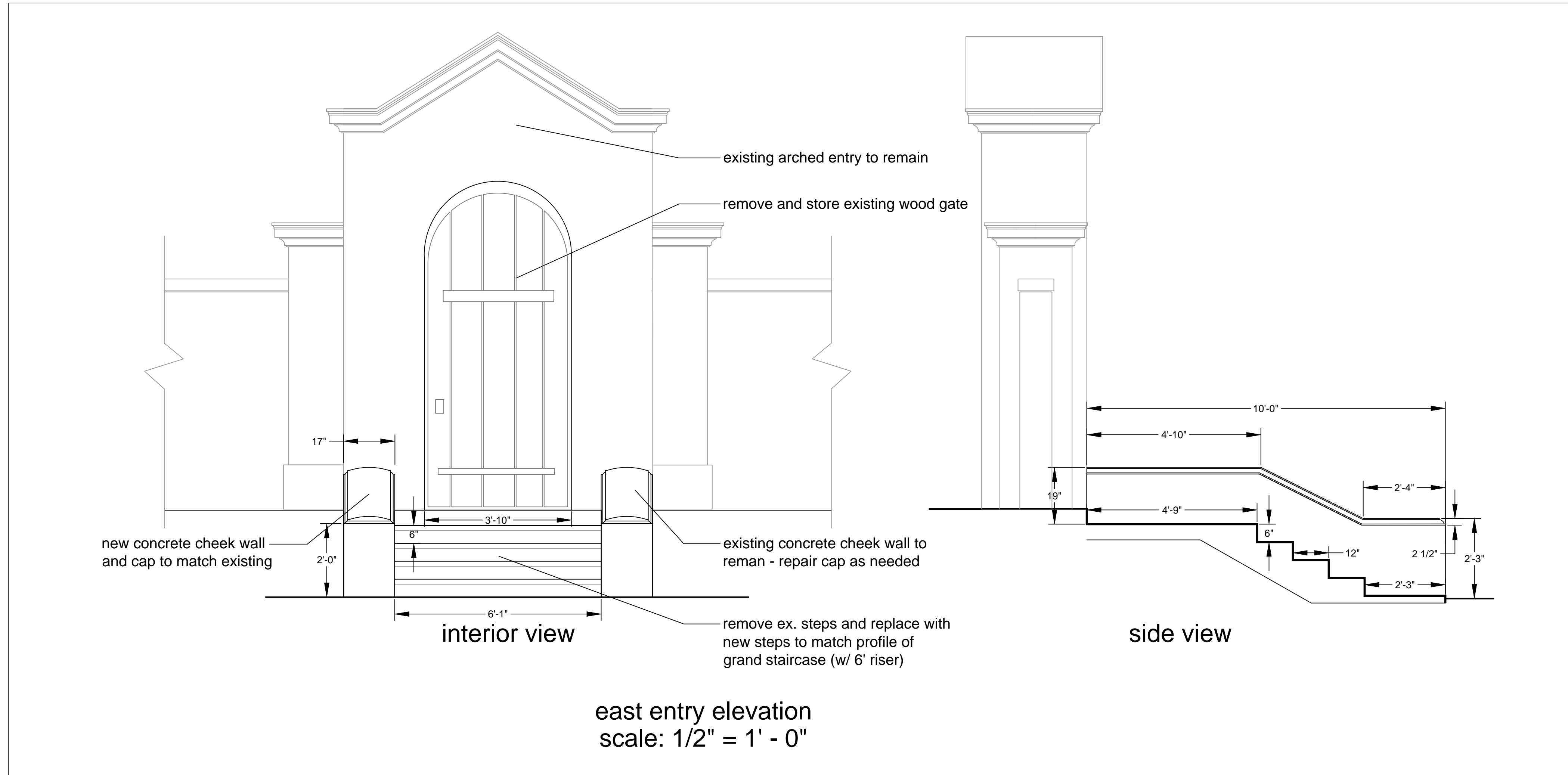


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
as noted

sheet title:
details & elevations

sheet number:
L - 1.6



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RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

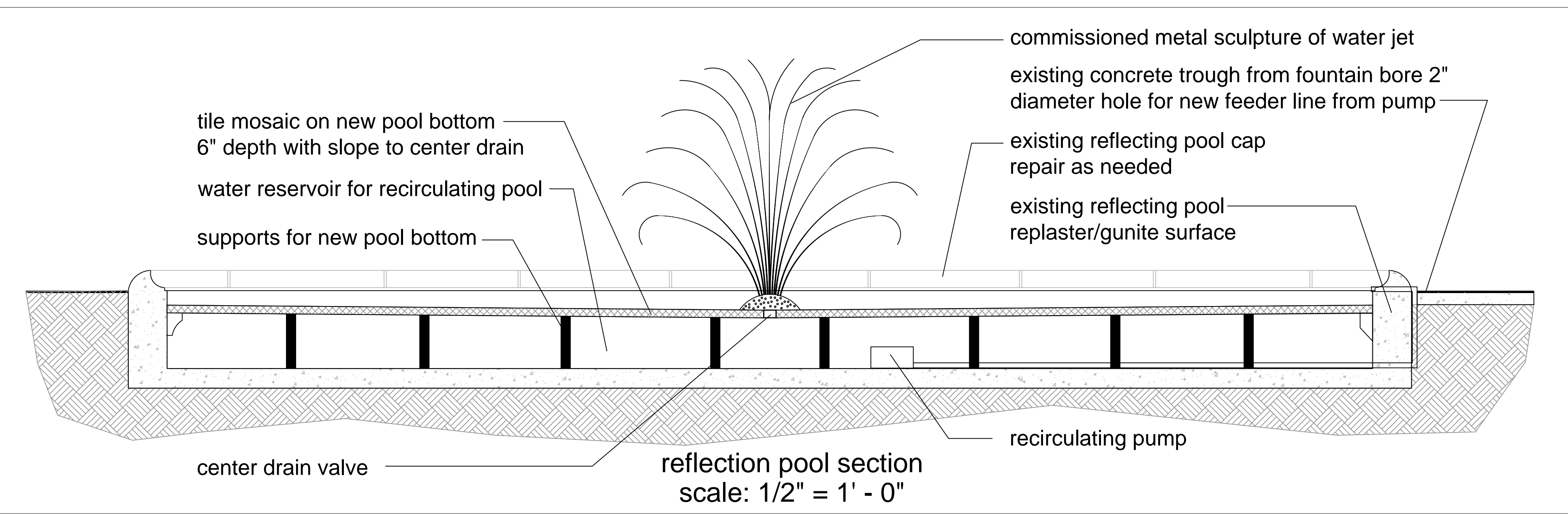
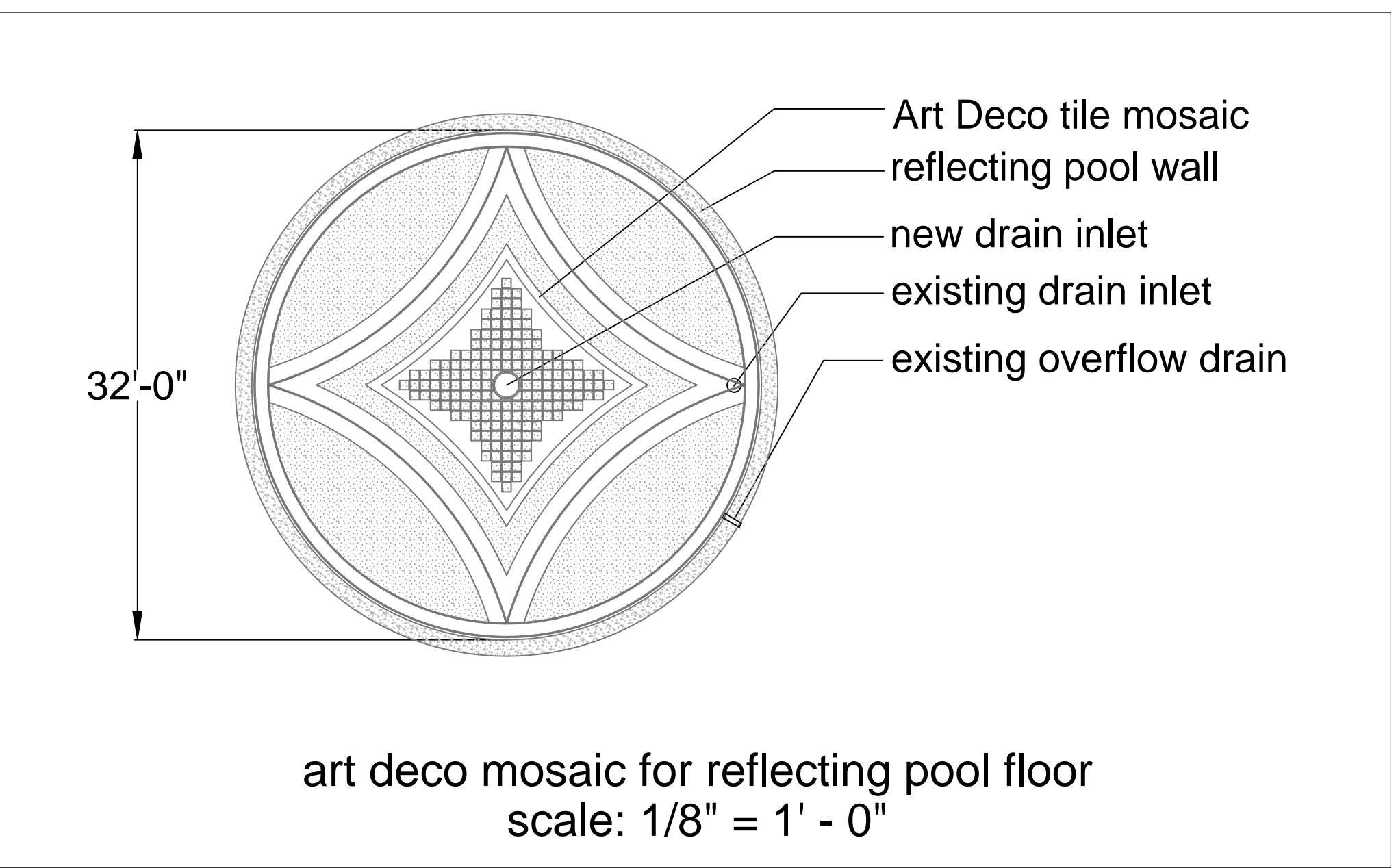
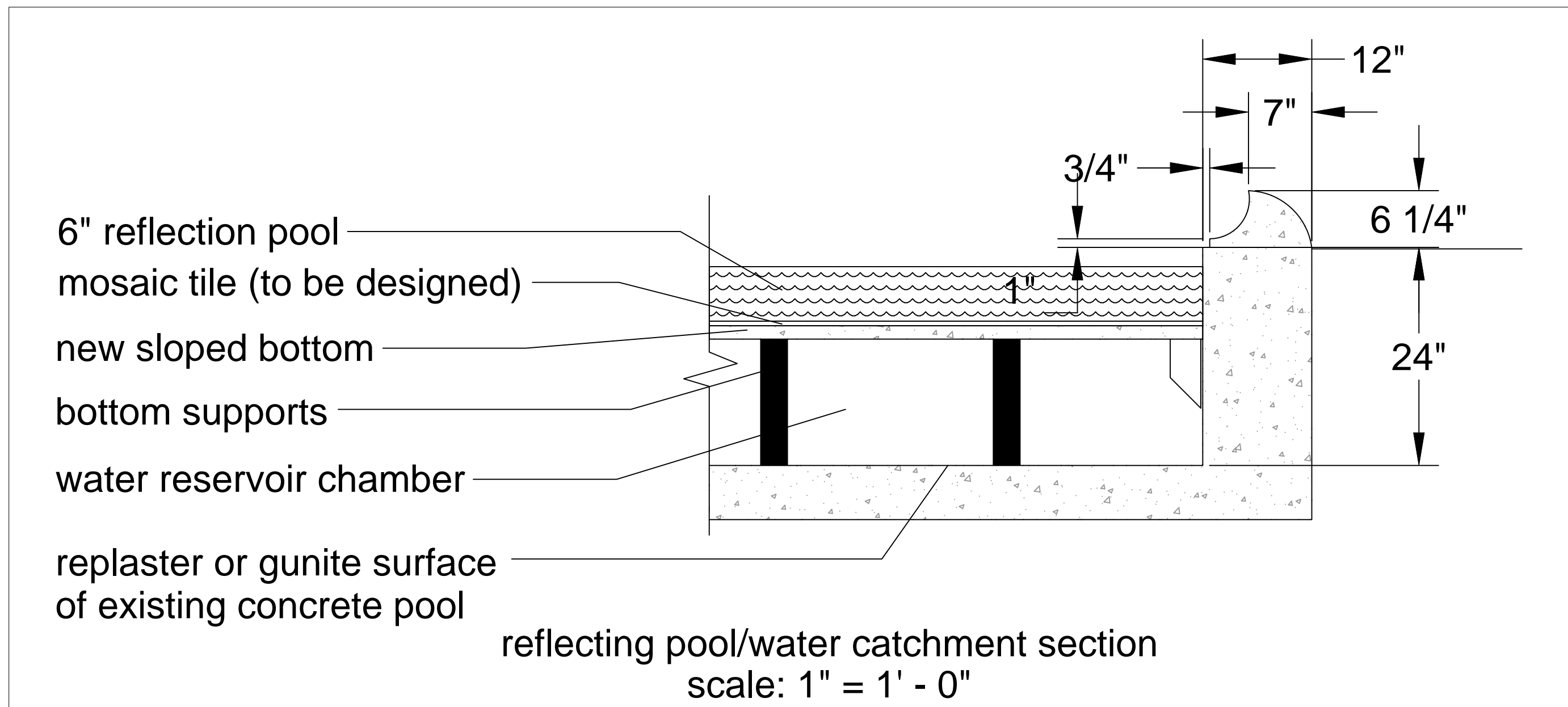
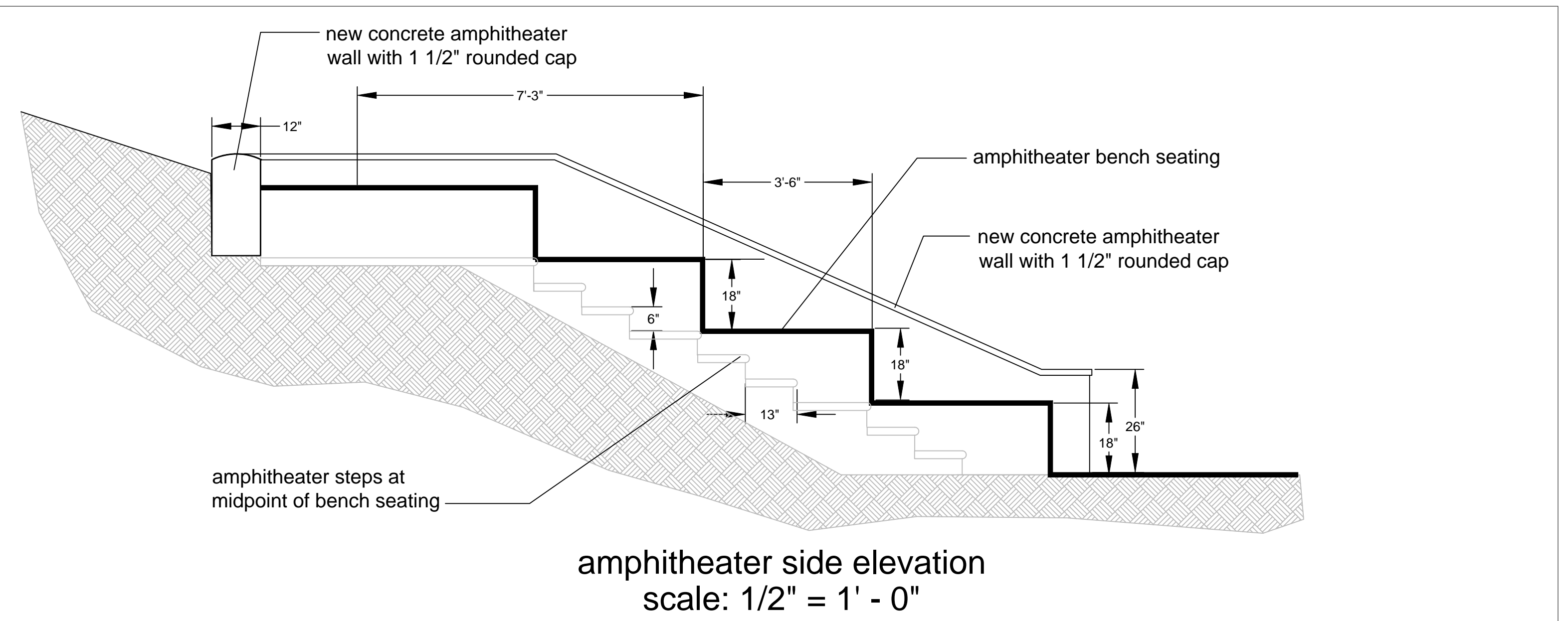
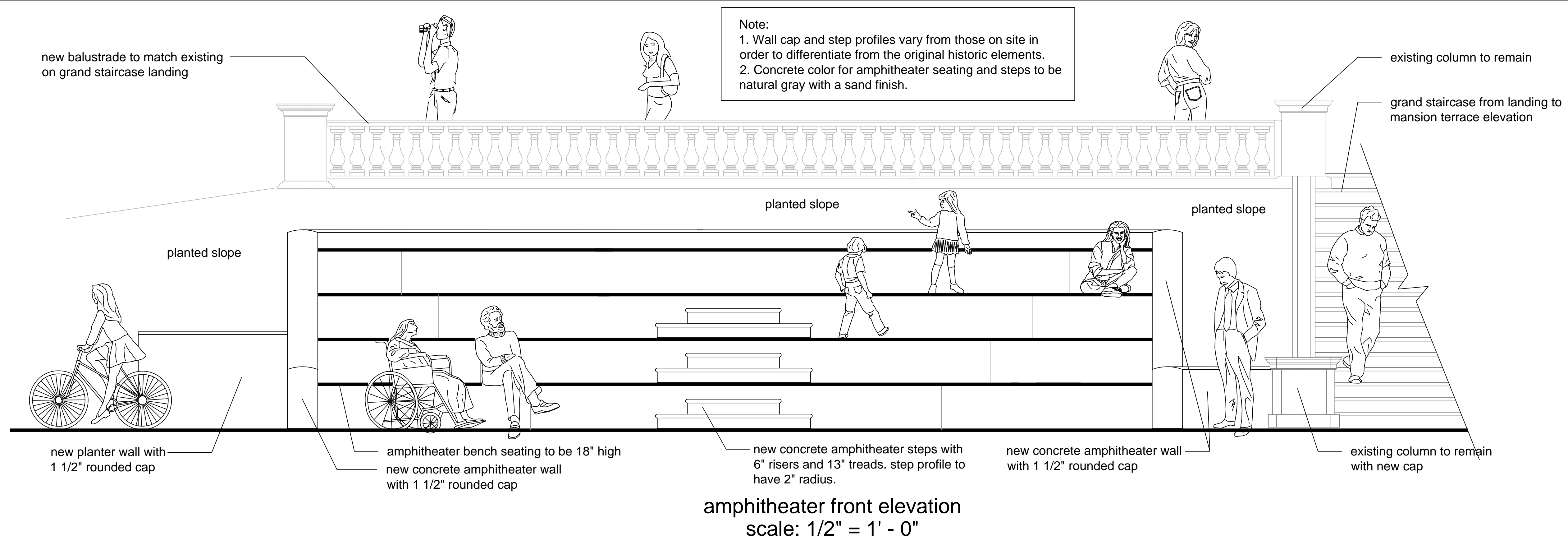


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
as noted

sheet title:
details & elevations

sheet number:
L - 1.7



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RISPIN MANSION PARK
WHARF ROAD AND CLARES STREET
CAPITOLA, CALIFORNIA

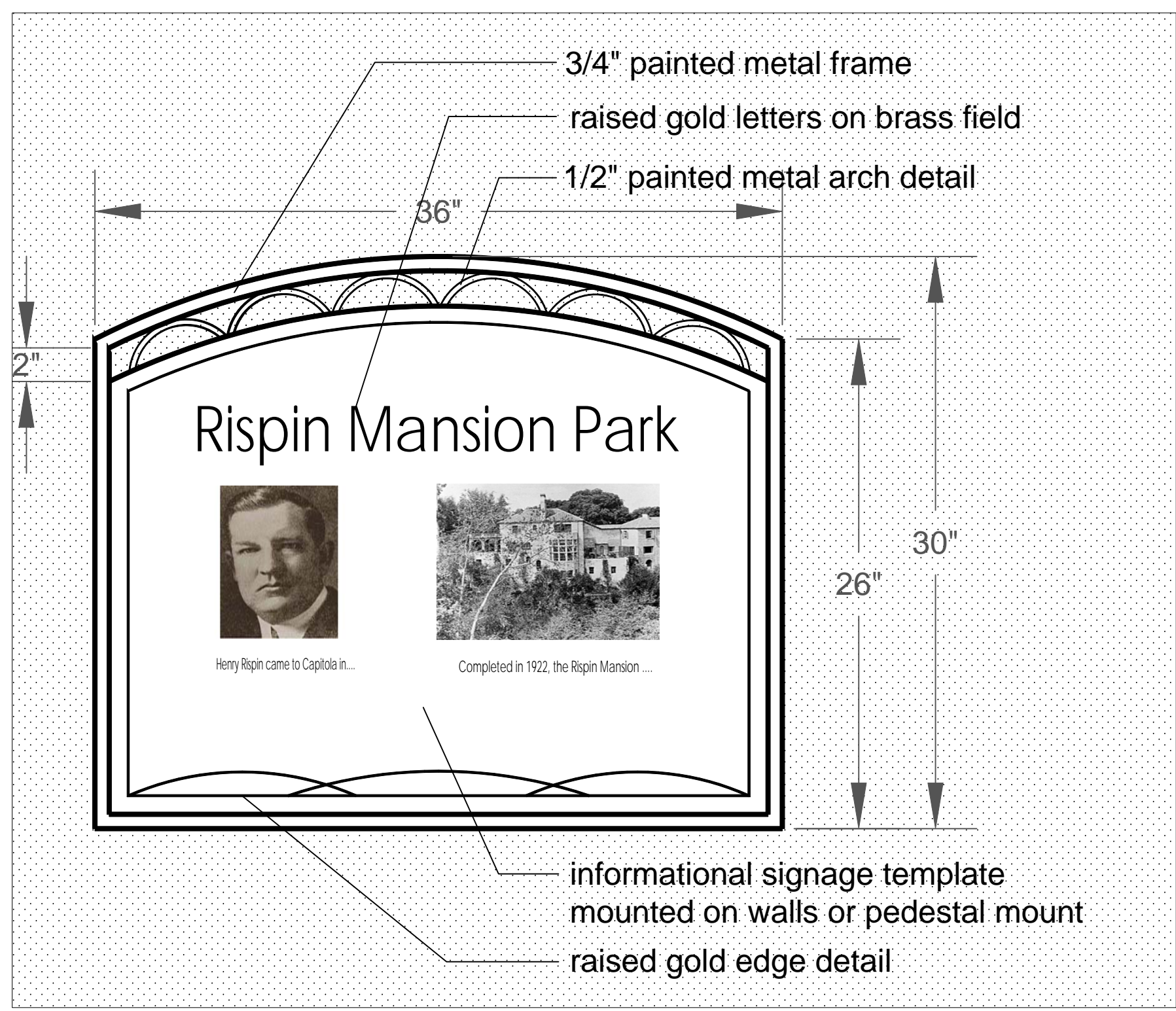


DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
as noted

sheet title:
details & elevations

sheet number:
L - 1.8



signage template



concrete bench



drinking fountain



bike bollard



removable bollard



sundial



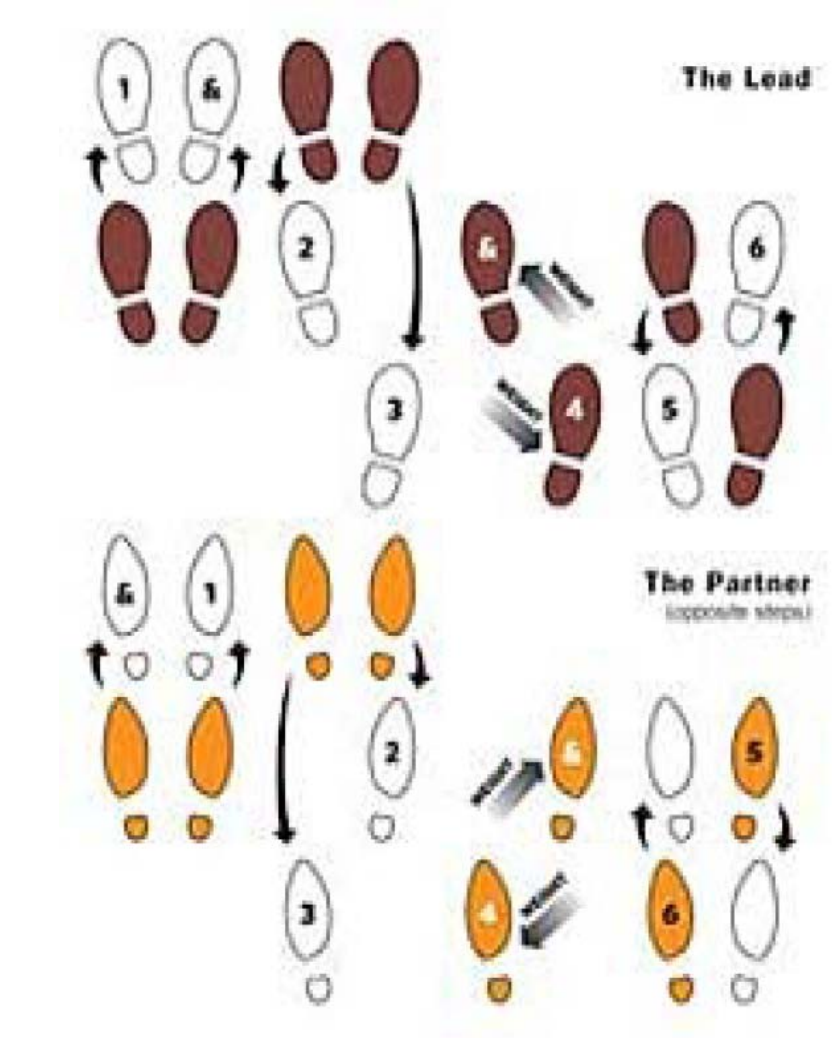
dog clean up station



Acorn style park light



trash/recycling receptacles



Charleston dance steps



fountain head

Michael Arnone + Associates
 LANDSCAPE ARCHITECTURE
 3370 Samuel Place Santa Cruz, CA 95062
 831-462-4988 mike@arnonlandscape.com www.arnonlandscape.com

RISPIN MANSION PARK
 WHARF ROAD AND CLARES STREET
 CAPITOLA, CALIFORNIA



DATE	PURPOSE	BY
4.11.15	first issue review	MAA
4.24.15	second review submission	MAA
5.28.15	City Council review	MAA

scale:
 not to scale

sheet title:
 site furnishings

sheet number:
 L - 1.9



game table



game table with benches



park bench



park table



accessible park table



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Public Works Department

SUBJECT: Receive Report Regarding Public Works Staff Augmentation to Assist in Reducing Backlog of the City's Capital Improvement Projects

RECOMMENDED ACTION: Accept report.

BACKGROUND: Previously the City Council has authorized the Public Works Department to augment staff to assist in the delivery of log jammed capital improvement projects. To provide immediate assistance, Mr. Kyle Childers with Kimley-Horn and Associates, has been brought in under an existing on-call contract for this purpose. Mr. Childers has 14 years of public project management and design experience.

DISCUSSION: Mr. Childers will be working out of both the Public Works Department office and Kimley-Horn's Capitola office on Bay Avenue. The current contract is for a two month period. During this time, the Public Works Director will be interviewing local project managers and will come back with recommendations on how best to continue the staff augmentation effort and capital project delivery. It is anticipated Mr. Childers will be initially working 20-hours per week at the beginning with the hours reducing as the projects are completed.

FISCAL IMPACT: The contract with Kimely-Horn is for a not to exceed amount of \$20,000. This expense will be covered by funding in the Gas Tax Fund for Engineering and Administration expenses.

Report Prepared By: Steve Jesberg
Public Works Director

Jamie Goldstein, City Manager

10/16/2015



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Capitola Police Department

SUBJECT: Provide Report on City's Preparation for Potential El Niño Activity

RECOMMENDED ACTION: Accept report and provide direction.

DISCUSSION: The State of California has experienced a significant drought for the past four consecutive years. Information from the National Weather Service and the National Oceanic and Atmospheric Association indicates a significant "El Niño" weather pattern exists in the Pacific Ocean. Due to this weather pattern, experts from both agencies have indicated a 95% likely scenario that the State of California, specifically the Monterey Bay area, may experience a wetter than normal winter season.

Locally our community has been heavily impacted during prior significant El Niño events. The concern is increased this year since we have experienced a long period of drought related conditions. For example the wharf and businesses on the Esplanade experienced significant damage during the 82/83 event. The recent drier than normal conditions increases the possibility of fallen trees and excessive run off, which could exacerbate issues.

The Police Department and Public Works Department have been taking proactive steps to prepare for a wetter the usual winter. Specifically the Police Department staff has taken the following steps to prepare for the possibility of a emergency response:

- Update the City's Emergency Management Plan pursuant to CMC 8.08;
- Complete a department head table top exercise;
- Increase our social media presence to alert community members of approaching significant weather patterns;
- Meet with wharf businesses to strategize and prepare for evacuations, securing equipment, and closing of the wharf should the need arise;
- Examine and evaluate the City's Emergency Operations Center (Capitola Library) to ensure equipment is stocked and available;
- Coordinated with the County's Emergency Operations Center (EOC) Director to examine the new EOC location;
- Evaluated equipment needs to prepare for a more efficient response;
- Upgraded police radios and technology to better respond to a natural disaster;
- Coordinated effort amongst all City departments is under way to address equipment issues for the effective mobilization of all City resources and contacts, both public and private, to meet any condition constituting a local emergency.

The Public Works Department has completed the following:

- Debris removal and channel stabilization efforts in Noble Gulch above Bay Avenue;

El Niño Report
October 22, 2015

- Cleaned all storm drains and catch basins of accumulated debris to insure maximum operational capacity;
- Reviewed emergency response procedures with crew members;
- Reviewed closure plans for the Village area in case of flooding over the seawall;
- Purchased various small equipment, such as chain saws and pumps, to aid response capabilities;
- Worked with Wharf businesses to develop plans to close nose of wharf and other storm preparations;
- Doubled amount of sand bags in storage, sand will be available in Beach and Village Parking Lot No. 1;
- Sealed City Hall roof;
- Replaced distressed pump in Lawn Way Pump Station and completed fall maintenance check on the control system;
- Evaluated trees throughout the City and put in place plans to remediate failing trees along Park Avenue, the Beach and Village Parking Lots, and the Rispin Mansion;

Staff will continue to address its efforts to prepare for the possibility of significant weather related activity should the forecasts materialize.

Staff recommends that members of our community should also prepare for potential impacts this winter. As recommended by Federal Emergency Management Agency, community members should make a family communication “plan” as your household may not be together when disaster strikes. In addition, FEMA recommends families build a kit for disasters that includes basic items your household may need in the event of an emergency. Other good preparedness recommendations can be found at www.ready.gov.

Report Prepared By: Rudy Escalante
Police Chief



Jamie Goldstein, City Manager

10/16/2015



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Capitola Police Department

SUBJECT: Consider an Amendment to the Administrative Policy Governing the Capitola Bandstand Policy

RECOMMENDED ACTION: Consider an amendment to the Capitola Bandstand Policy relative to Community use Policies and Procedures and Provide Direction.

BACKGROUND: The City's Bandstand Administrative Policy, V-7, (Attachment 1) was established in 2007. The purpose of the Bandstand Policy is to establish specific policies and procedures for the use of a City-owned facility. The Police Department is responsible for issuing special event permits that includes the booking and use of the Bandstand.

After implementation of the current Policy (Attachment 1) and prior to 2009, some groups would reserve the Bandstand for a large number of days during the summer. This created conflicts with previously approved and City-sponsored events. To address the concern the Bandstand Policy was amended to limit multiple reservations (see Attachment 2)

The Bandstand is owned and operated by the City of Capitola and is currently available for use by the public upon approval of a Special Events Permit. The Bandstand is located at Esplanade Park and consists of 600 square feet of a covered stage and a 2,000 square foot plaza. Public restroom facilities are available adjacent to the facility and the stage area is accessible to persons with disabilities.

During the summer season, the Bandstand is frequently used during special events and City sponsored events. Advanced booking is required to avoid conflicting activities. A refundable deposit of \$1,500 is required in the event there is any damage to the Bandstand. Cost to rent the facility range from \$210 for a half day use and \$630 for a full day. A special event permitted associated with the use of the Bandstand is \$56.

DISCUSSION: Over the past year, interest in the use of the facility for minor and short period events (an hour or less) has increased. Staff is proposing to amend the current Policy to allow open-play periods; specifically on weekends only from 9:00 a.m. till noon. If others are waiting, a maximum of one hour would be permitted to give everyone an opportunity during the open-play period as long as the open play activity does not conflict with a permitted/reserved event.

To minimize impacts to the surrounding area and to control potential disruptive activity, the following activities would not be permitted at anytime while using the Bandstand during the open-play period: distribution of material, solicitation, amplification, percussion instruments, hanging of banners or billboards, loud and disruptive behavior, hate speech, and the public trade or exchange of goods or services.

While open-play would be free, the City would reserve the right to revoke a person(s) or group(s) privileges for any violations listed above and would be complaint driven. These open-

Amend Capitola Bandstand Policy
October 22, 2015

plan rules and regulations would be posted on the Bandstand.


Staff has attached a draft amended Policy (Attachment 3) that would allow open-play for council review and direction. While staff is not suggesting that the proposed changes sunset at a particular time, if issues develop with open-play period staff would return to Council with modifications to this policy.

FISCAL IMPACT: None.

ATTACHMENTS:

1. V-7 Bandstand Community Use Policy
2. Memo V-7 Bandstand reservation policy addendum
3. Draft V-7 Bandstand Community Use Policy

Report Prepared By: Rudy Escalante
Police Chief



Jamie Goldstein, City Manager

10/16/2015



DRAFT ADMINISTRATIVE POLICY

Number: V-7

Issued: April 12, 2007

Revised: _____

Jurisdiction: City Council

CAPITOLA BANDSTAND Community Use Policies and Procedures

I. PURPOSE:

The purpose of the Capitola Bandstand Administrative Policy is to establish specific policies and procedures for use of the facility by the community. An informational handout, which contains the policies and procedures of this Administrative Policy (Attachment 1), will be provided to persons interested in using the Bandstand.

II. FACILITY DESCRIPTION:

The Bandstand is located at Esplanade Park overlooking Capitola Beach and the Monterey Bay National Marine Sanctuary. The Bandstand facility consists of the following:

- 600 square foot covered stage
- 2,000 square foot plaza
- Electrical connections: 6-20 amp dedicated circuits, u-ground receptacles located on back wall of stage and above the Bandstand on the roof trusses
- Restroom facilities are available adjacent to facility
- Bandstand is accessible to persons with disabilities
- No existing seating structures
- No sound amplification equipment provided

III. POLICY:

A. Availability, Booking & General Use Information:

The Bandstand is owned and operated by the City of Capitola and is available for use by the public upon approval of a Special Events Permit.

- 1) All events held on the Bandstand are required to have an approved Special Event Permit (SEP). Applications are available on the City's website at www.ci.capitola.org, or by calling the Capitola Police Department at (831) 475-4242. The SEP application contains all the necessary information for scheduling an event, including requirements for security, amplified sound, entertainment permit, insurance, parking, alcohol, food, etc. A separate SEP is required for each event to be booked.
- 2) Advanced booking is required through the Capitola Police Department. Applicants must call the Police Department to determine availability for tentative scheduling prior to submitting the SEP application.

- 3) Special Event Permit applications must be submitted no later than 60 days prior to an event.
- 4) Bandstand availability is dependent upon City events, prior approved City-sanctioned events, and the *Capitola Beach Company lease agreement (see note below).
- 5) Days and Hours of Use: The Bandstand is available any day of the week between the hours of 9:00 am to 8:00 pm.
- 6) NO ALCOHOL PERMITTED without prior City Council permission.
- 7) Reserved use of the Bandstand must accommodate public access to the upper Esplanade Park, the Public Restrooms and the Beach.
- 8) The Bandstand can be reserved for Private Events, but the park area cannot be closed to the public.
- 9) No parking of vehicles on Esplanade Park is allowed except when delivering equipment.

***NOTE: Capitola Beach Company:** The Capitola Beach Company operates a beach equipment rental business adjacent to the Bandstand from April through September. The hours of operation for the business are from 10:00 a.m. to 6:00 p.m. Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

B. Equipment & Clean-Up

- 1) Any equipment needed for an event will be the responsibility of the user, including tables, chairs, audio-visual equipment, etc.
- 2) Equipment cannot block the entrance roads, nor should it impede public access.
- 3) The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand.
- 4) The user must set up their equipment and remove all equipment immediately after the event. Users are responsible for all clean up.

C. Fees and Deposits

The following fees and deposits apply for use of the Bandstand:

- 1) 4 hours \$150 fee and \$150 refundable deposit
- 2) All day \$300 fee and \$300 refundable deposit
- 3) In addition to the fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager/Designee.

- D. Exceptions to Bandstand Policy
Any exceptions or waivers to these policies must be approved by the City Council.

Approved and authorized by the City Council on October 22, 2015

Jamie Goldstein, City Manager

Attachment 1: Bandstand Informational Handout



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

CAPITOLA BANDSTAND

Community Use Policies and Procedures

Thank you for your interest in reserving the Capitola Bandstand located at Esplanade Park overlooking Capitola Beach and the Monterey Bay National Marine Sanctuary. The Bandstand is owned and operated by the City of Capitola and is available for use by the public upon approval of a Special Events Permit. The following information is provided to assist you in scheduling an event at the Bandstand and general site rules for the facility.

Availability, Booking & General Use Information:

- 1) All events held on the Bandstand are required to have an approved Special Event Permit (SEP). Applications are available on the city's website at www.ci.capitola.org, or by calling the Capitola Police Department at (831) 475-4242. The SEP application contains all the necessary information for scheduling an event, including requirements for security, amplified sound, entertainment permit, insurance, parking, alcohol, food, etc. A separate SEP is required for each event to be booked.
- 2) Advanced booking is required through the Police Department at (831) 475-5935. Applicants must call the Police Department to determine availability for tentative scheduling prior to submitting the SEP.
- 3) Special Event Permit applications must be submitted no later than 60 days prior to an event.
- 4) Bandstand availability is dependent upon City events, prior approved City-sanctioned events, and the *Capitola Beach Company lease agreement (see note below).
- 5) Days & Hours of Use: The Bandstand is available any day of the week between the hours of 9:00 am to 8:00 pm.
- 6) NO ALCOHOL PERMITTED WITHOUT PRIOR CITY COUNCIL PERMISSION.
- 7) Reserved use of the Bandstand must accommodate public access to the upper Esplanade Park, the Public Restrooms and the Beach.
- 8) The Bandstand may be used for Private Events, but the park area cannot be closed to the public.
- 9) No parking of vehicles on Esplanade Park is allowed except when delivering equipment.
- 10) Any exceptions or waivers must go to the City Council

***NOTE: Capitola Beach Company:** The Capitola Beach Company operates a beach equipment rental business adjacent to the Bandstand from April through September. The hours of operation for the business are from 10:00 a.m. to 6:00 p.m. Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

Facility Description:

- 600 square foot covered stage
- 2,000 square foot plaza
- Electrical connections: 6-20amp dedicated circuits, u-ground receptacles located on back wall of Bandstand and above the stage on the roof trusses
- Restroom facilities are available adjacent to facility
- Bandstand is accessible to persons with disabilities
- No existing seating structures
- No sound amplification equipment provided
- No parking of vehicles on the Esplanade Park except when delivering equipment.

Equipment & Clean-Up

Any equipment needed for an event will be the responsibility of the user, including tables, chairs and audio-visual equipment. Equipment cannot block the entrance roads, nor should it impede public access. The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand. The user must setup their equipment and remove all equipment immediately after the event. Users are responsible for **ALL** clean up.

Fees/Deposits:

The following fees and deposits apply for use of the Bandstand:

- 1) 4 hours \$150 fee & \$150 refundable deposit
- 2) All day \$300 fee & \$300 refundable deposit
- 3) In addition to the rental fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager.

For more information or to rent the Bandstand, please contact the
 Capitola Police Department at (831) 475-4242

MEMORANDUM

TO: Chief Ehle, Traci Hernandez, Lisa Murphy

FROM: Richard Hill, City Manager

DATE: August 11, 2009

SUBJECT: Bandstand Rentals/Reservation

The City's recent experience with Bandstand reservations has shown that groups will reserve the Bandstand for multiple days during the summer. The current policy prescribes no limits to multiple reservations. This memorandum is prepared to address that deficiency.

Effective with the date of this memorandum, Bandstand reservations, in addition to the current Bandstand policy, are limited to the following:

1. A given group, or a committee or subgroup of a group, may reserve the Bandstand a maximum of once every quarter. A quarter is a three month period, with the four quarters of any given year being: January through March, April through June, July through September, and October through December. Once is no more than an eight hour day.
2. Should a group reserve the Bandstand for two consecutive quarters there must be at least 45 days between each event sponsored by that group.
3. At no time should two separately sponsored groups reserve the Bandstand and reserve the park at the same time unless: a) both groups are sponsored by the City; or, b) the City Council approves the reservation.
4. This policy does not apply to City sponsored events, events historically scheduled such as various Chamber of Commerce events, or events that have been approved by the City Council.



ADMINISTRATIVE POLICY

Number: V-7
 Issued: April 12, 2007
 Jurisdiction: City Council

CAPITOLA BANDSTAND Community Use Policies and Procedures

I. PURPOSE:

— The purpose of the Capitola Bandstand Administrative Policy is to establish specific policies and procedures for use of the facility by the community. An informational handout, which contains the policies and procedures of this Administrative Policy (Attachment 1), will be provided to persons interested in using the Bandstand.

II. FACILITY DESCRIPTION:

The Bandstand is located at Esplanade Park overlooking Capitola Beach and the Monterey Bay National Marine Sanctuary. The Bandstand facility consists of the following:

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- Electrical connections: 6-20 amp dedicated circuits, u-ground receptacles located on back wall of stage and above the Bandstand on the roof trusses
- Restroom facilities are available adjacent to facility
- Bandstand is accessible to persons with disabilities
- No existing seating structures
- No sound amplification equipment provided

III. POLICY:

A. Availability, Booking & General Use Information:

The Bandstand is owned and operated by the City of Capitola and is available for use by the public upon approval of a Special Events Permit.

- 1) All events, other than those activities that qualify - under open play, held on the Bandstand are required to have an approved Special Event Permit (SEP). Applications are available on the city's website at www.ci.capitola.ca.us, or by calling the Capitola Police Department at (831) 475-4242. The SEP application contains all the necessary information for scheduling an event, including requirements for security, amplified sound, entertainment permit, insurance, parking, alcohol, food, etc. A separate SEP is required for each event to be booked.
- 2) Advanced booking is required through the Capitola Police Department. Applicants must call the Police Department to determine availability for tentative scheduling prior to submitting the SEP application.

- 3) Special Event Permit applications must be submitted no later than 60 days prior to an event.
- 4) Bandstand availability is dependent upon City events, prior approved City-sanctioned events, and the *Capitola Beach Company lease agreement (see note below).
- 5) Days & Hours of Use: The Bandstand is available any day of the week between the hours of 9:00 am to 8:00 pm.
- 6) NO ALCOHOL PERMITTED without prior City Council permission.
- 7) Reserved use of the Bandstand must accommodate public access to the upper Esplanade Park, the Public Restrooms and the Beach.
- 8) The Bandstand can be reserved for Private Events, but the park area cannot be closed to the public.
- 9) No parking of vehicles on Esplanade Park is allowed except when delivering equipment.

***NOTE: Capitola Beach Company:** The Capitola Beach Company operates a beach equipment rental business adjacent to the Bandstand from April through September. The hours of operation for the business are from 10:00 a.m. to 6:00 p.m. Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

B. Equipment & Clean-Up

- 1) Any equipment needed for an event will be the responsibility of the user, including tables, chairs, audio-visual equipment, etc.
- 2) Equipment cannot block the entrance roads, nor should it impede public access.
- 3) The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand.
- 4) The user must set up their equipment and remove all equipment immediately after the event. Users are responsible for all clean up.

C. Fees and Deposits

The following fees and deposits apply for use of the Bandstand:

- 1) 4 hours \$~~210450~~ fee and \$1500 refundable deposit
- 2) All day \$~~630300~~ fee and \$~~1500300~~ refundable deposit
- 3) In addition to the fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager/Designee.

D. Open Play

The Bandstand is available for open play by groups and/or individuals on Saturday's and Sunday's only on a first come first serve basis. During open play, no Special Event Permit is required. The hours for open play is between 9:00 a.m. and 12:00 p.m. (noon).

Those groups or individuals who desire to use the Bandstand during open play hours may only use the facility for no more than one hour when others are waiting. Those activities and/or events that are pre-approved with a special event permit or a city sponsored event have precedence.

The following activity is not permitted during open play hours:

- 1) Distribution of materials
- 2) Solicitation
- 3) Amplification
- 4) Percussion instruments (drums)
- 5) Hanging of banners or billboards
- 6) Hate speech
- 7) Public trade or exchange of goods or services.

While open play would be free, the City would reserve the right to revoke a person(s) or group(s) privileges for any violations listed above and would be complaint driven.

Any use of the Bandstand while the rental business is open shall not interfere with their operations with the exception of a limited number of events as determined by the City of Capitola. Users of the Bandstand shall work with the owners of Capitola Beach Company to accommodate delivery and removal of the business trailer, as necessary, for their operation (831) 475-2536.

ED. Exceptions to Bandstand Policy

Any exceptions or waivers to these policies must be approved by the City Council.

2015 April 12, 2007. _____ Approved and authorized by the City Council on October 22,

Rich Hill, City Manager

Attachment 1: Bandstand Informational Handout



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

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- No existing seating structures
- No sound amplification equipment provided
- No parking of vehicles on the Esplanade Park except when delivering equipment.

Equipment & Clean-Up

Any equipment needed for an event will be the responsibility of the user, including tables, chairs and audio-visual equipment. Equipment cannot block the entrance roads, nor should it impede public access. The City must approve any equipment, apparatus, or materials utilized for an event at the Bandstand. The user must setup their equipment and remove all equipment immediately after the event. Users are responsible for **ALL** clean up.

Fees/Deposits:

The bandstand rental fees shall be established in the City's adopted Fee Schedule.

~~—The following fees and deposits apply for use of the Bandstand:~~

~~1) 4 hours \$210150 fee & \$1500 refundable deposit~~

~~2) All day \$630300 fee & \$1500300 refundable deposit~~

~~3) In addition to the rental fee for use of the Bandstand, a Special Event Permit Fee would also apply. The SEP fee is determined by the event. (See SEP application.)~~

A refundable deposit is required in the event there is any damage to the Bandstand. Such damage would be determined by the City Manager.

For more information or to rent the Bandstand, please contact the Capitola Police Department at (831) 475-4242



CITY COUNCIL AGENDA REPORT

MEETING OF OCTOBER 22, 2015

FROM: Community Development

SUBJECT: Consider a Resolution Adopting the Climate Action Plan

RECOMMENDED ACTION: Adopt Resolution approving the Addendum to the General Plan Update Environmental Impact Report and adopt the Climate Action Plan.

BACKGROUND: The City Council considered the draft Climate Action Plan (CAP) at their May 28, 2015, hearing and authorized staff to initiate public review. The CAP was released for a 30-day public review and comment period on June 16, 2015. The Planning Commission subsequently considered the CAP on October 1, 2015, and unanimously recommended the City Council adopt the proposed plan. Following is a web link to view the CAP <http://www.cityofcapitola.org/communitydevelopment/page/climate-action-plan>

DISCUSSION: Staff received one letter during public review from the Monterey Bay Unified Air Pollution Control District (District). The District's letter and staff's responses is included as Attachment 2. Staff made minor revisions to the draft CAP based on the District's comments and incorporated previous feedback received from the Commission on the Environment (COE), Planning Commission, and City Council. Notwithstanding these minor revisions, the proposed CAP remains substantially unchanged from the previous version reviewed by the City Council in May 2015. A summary of revisions is shown below:

- Reproduced document with a slightly larger font type;
- Provide additional information about the City's completed and ongoing efforts to reduce greenhouse gas emissions in Chapter 7;
- Added Greenhouse Gas (GHG) reduction measures as requested by the COE to:
 - Coordinate with UCSC and Cabrillo College to increase bus ridership opportunities;
 - Consider additional free parking spaces for electric vehicles in the Beach and Village parking lots;
 - Partner with the COE to advance the green economy;
 - Encourage cool roofs and cool pavement;
 - Consider a star night event.
- Added a list of acronyms chapter.

Staff did not include revisions requested by the District to adopt a new carbon tax, re-model GHG emission calculations based on new modeling software updates, or to re-model GHG reduction assumptions associated with possible, future passenger rail service. As indicated in its responses, Staff does not believe a new carbon tax is currently necessary and re-modeling GHG emission calculations would be an expensive exercise which is unlikely to produce

Adoption of the Climate Action Plan
October 22, 2015

substantially different results. Moreover, the CAP will be subject to regular five-year updates, at which time GHG emission calculations will be re-modeled with the most current available information and software systems.

In addition, the COE has recommended an additional GHG reduction measure to require residential energy upgrades at the time of sale. Staff has researched climate action plans adopted by other cities and counties and has found that the Cities of Berkeley, San Francisco, and Boulder, CO have adopted ordinances which require homeowners to conduct an energy audit and share the information with prospective buyers prior to sale. The Cities of San Francisco and Boulder require the seller to install improvements prior to sale.

The proposed CAP does not currently include any measures to require energy audits or energy efficiency upgrades; however, it would be feasible to include such measures if directed by City Council. While these measures would reduce the City's residential energy consumption and associated GHG emissions, they would also result in additional time and cost to residents selling a home and would require additional staff resources to administer and enforce the program.

Staff has also prepared a draft Implementation Strategy (Attachment 3) which lists all proposed GHG reduction measures in a single table which includes details regarding how and when various measures will be implemented. The Implementation Strategy is a stand-alone working document which will be used by staff, the COE, decision-makers, and stakeholders to track and monitor implementation progress.

Although the Planning Commission unanimously recommended adoption of the proposed CAP, some Commissioners expressed concerns about measures which call for increased energy and water efficiency standards through an amended Green Building Program, stating a preference to rely on mandatory CALGreen compliance standards.

If the City Council adopts the CAP with measures to increase energy and water efficiency standards, staff will return to the Planning Commission and City Council with options for an amended Green Building Program which include incentive based compliance standards.

FISCAL IMPACT: The Climate Action Plan contains numerous action items, which if adopted, would individually and collectively require funding to implement. The actual cost to implement CAP action items is difficult to estimate given the 20+ year planning horizon. However, implementation of GHG reduction measures will require City investment of staff resources and funding. Many of the reduction measures, such as improving pedestrian and bicycle facilities, will require future commitments of capital improvement funds. Staff intends to include these measures in the annual Capital Improvement Project list for City Council consideration during annual budget deliberations. Staff believes it can implement the proposed action items as presently outlined in the CAP with existing staff levels, however if a new policy is added calling for the City to adopt ordinances to require homeowners complete energy efficiency upgrades or audits such an ordinance may require additional staff resources to implement. No additional funding is currently requested.

ATTACHMENTS:

1. Addendum to the General Plan Update EIR for the Climate Action Plan (PDF)
2. Monterey Bay Unified Air Pollution Control District Comments and Staff Responses (PDF)
3. Climate Action Plan Implementation Strategy (PDF)
4. May 28, 2015 City Council Staff Report (PDF)

Adoption of the Climate Action Plan
October 22, 2015

Report Prepared By: Rich Grunow
Community Development Director



Jamie Goldstein, City Manager

10/16/2015

Adoption of the Climate Action Plan
October 22, 2015

DRAFT RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
APPROVING THE GENERAL PLAN EIR ADDENDUM
AND ADOPTING THE CLIMATE ACTION PLAN**

WHEREAS, in September 2006, the State of California adopted the Global Warming Act of 2006 which created a statewide greenhouse gas emission limit that would reduce emissions to 1990 levels by 2020 and identified local governments as essential partners in achieving California's goal to reduce greenhouse gas emissions; and

WHEREAS, The City of Capitola recognizes the need for a Climate Action Plan to guide City actions to reduce greenhouse gas emissions which contribute to global climate change; and

WHEREAS, Adoption of a Climate Action Plan is an action item of the City of Capitola General Plan; and

WHEREAS, The Capitola Climate Action Plan supports or directly implements numerous General Plan goals, policies, and actions; and

WHEREAS, Implementation of the Climate Action Plan would reduce greenhouse gas emissions in the City consistent with State law; and

WHEREAS, The draft Climate Action Plan was available for public review and comment between June 16, 2015 and July 17, 2015; and

WHEREAS, A duly noticed public hearing was held by the City Council on October 22, 2015 and by the Planning Commission on October 1, 2015; and

WHEREAS, The Planning Commission recommended adoption of the Climate Action Plan and General Plan Update EIR Addendum; and

WHEREAS, The City has determined that the proposed Climate Action Plan does not meet the criteria for preparing a subsequent or supplemental EIR under CEQA Guidelines Section 15162 and 15163; and,

WHEREAS, an Addendum to the General Plan Update EIR has therefore been prepared pursuant to CEQA Guidelines Section 15164; and,

WHEREAS, The Addendum provides analysis and cites substantial evidence that supports the County's determination that the Climate Action Plan does not meet the criteria for preparing a subsequent or supplemental EIR under CEQA Guidelines Section 15162 and 15163; and

WHEREAS, the City Council provided the required notification and conducted public hearing on October 22, 2015, considered all testimony and proposed modifications received in the process and made necessary revisions to the final Climate Action Plan; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Capitola that it hereby approves the General Plan Update EIR Addendum and adopts the Climate Action Plan.

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

AYES:

NOES:

ABSENT/ABSTAIN:

Dennis Norton, Mayor

ATTEST: _____, CMC
Susan Sneddon, City Clerk



**ADDENDUM TO PROGRAM ENVIRONMENTAL IMPACT REPORT
CITY OF CAPITOLA GENERAL PLAN UPDATE (SCH #2013072002)
For the
CITY OF CAPITOLA CLIMATE ACTION PLAN**

INTRODUCTION

This addendum has been prepared to document compliance with the California Environmental Quality Act (CEQA) for the City of Capitola's proposed Climate Action Plan (CAP). The CAP identifies strategies for reducing greenhouse gas (GHG) emissions in accordance with the City's General Plan, Assembly Bill 32 (Global Warming Solutions Act of 2006), Senate Bill 375 (Sustainable Communities and Climate Protection Act of 2008) and Executive Order S-3-05. GHG reduction strategies incorporate and augment General Plan policies and programs previously studied in the City's General Plan Update Environmental Impact Report (EIR) and do not raise any new environmental issues or result in any substantially increased environmental impacts. This EIR addendum adds to the General Plan Update EIR analysis of climate change impacts which is hereby incorporated by reference.

The CAP has been prepared to serve as a programmatic document for which future development projects may tier from pursuant to the requirements of CEQA. By incorporating the goals and measures of the CAP into the GPU EIR through this addendum, Capitola is ensuring that future development and planning activities within the City conform to the objectives of the CAP and climate change legislation passed by the State of California.

PROJECT DESCRIPTION

The proposed CAP is a long-range planning document which provides a roadmap for the City to combat local sources of climate change by providing a menu of actions to reduce GHG emissions. Once adopted and implemented, the CAP would fulfill several General Plan goals and bring the City into conformance with AB 32, Senate Bill 375, and Executive Order S-3-05. The CAP includes an inventory of existing GHG emissions, a forecast of future GHG emissions, identification of GHG reduction targets, and a list of GHG reduction measures necessary to achieve identified reduction targets.

Existing GHG Emissions Inventory

GHG emissions are generated by a number of human activities, including transportation, energy use, transport and treatment of water/wastewater, and solid waste disposal. According to its 2010 baseline GHG inventory prepared by AMBAG, Capitola generated approximately 88,091 metric tons of carbon dioxide equivalent (MTCO_{2e}) emissions. Capitola's primary source of GHG emissions is transportation, which accounts for approximately 65% of the City's overall emission inventory, followed by energy use at 33%, solid waste at 2% and water/wastewater treatment and distribution at less than 1%.

ADDENDUM TO THE CITY OF CAPITOLA GENERAL PLAN UPDATE EIR – CLIMATE ACTION PLAN

SOURCE/ACTIVITY	2010 BASELINE GHG INVENTORY	TOTAL EMISSION %
Transportation and Mobile Sources	57,123	64.8%
Energy Consumption	28,825	32.7%
Solid Waste	1,476	1.7%
Water and Wastewater Treatment	667	0.8%
TOTAL	88,091	100%

Forecast of Future GHG Emissions

The CAP includes a “business as usual” forecast and an “adjusted business as usual” forecast. The business as usual forecast assumes a scenario in which there are no federal, state, or local actions taken to reduce GHG emissions. The adjusted business as usual forecast accounts for existing state and federal emission reduction initiatives, but assumes Capitola takes no local actions.

Under the business as usual forecast, Capitola’s GHG emissions would increase by approximately 2% by 2020 and 4% by 2035. The adjusted business as usual forecast projects an approximately 12% reduction in 2020 and a 22% reduction by 2035.

SCENARIO	GHG EMISSIONS MTCO ₂ e	% CHANGE
2010 Baseline	88,091	--
Business as Usual 2020	89,812	2%
Business as Usual 2035	91,743	4%
Adjusted Business as Usual 2020	77,789	-12%
Adjusted Business as Usual 2035	68,980	-20%

Capitola Reduction Targets

The proposed CAP sets a 4.9% GHG emissions reduction target by 2020. The 4.9% target was established by using the 2014 updated statewide GHG emissions inventory prepared by the California Air Resources Board (CARB) which estimated that California would need to achieve a 4.9% GHG reduction by 2020 to comply with AB 32.

The CAP also includes an interim 2035 target and a long range 2050 target as mandated by Executive Order S-3-05. The 2035 target is to reduce GHG emissions by 42.9 percent below Capitola’s 2010 baseline, while the 2050 target represents an 81% reduction.

YEAR	REDUCTION TARGET	PROJECTED REDUCTION	DELTA
2020	4.9%	18%	13.1%
2035	42.9%	40.4%	- 2.5%
2050	81.0%	39.3%	- 41.7%

While the CAP demonstrates the City can exceed its 2020 reduction target and substantially meet its 2035 interim target, the 2050 target is presently unattainable for Capitola as well as the vast majority of California jurisdictions without transformational technology advancements.

Proposed GHG Reduction Measures

The City’s proposed GHG reduction measures serve as the backbone of the CAP and are presented in chapters 6 and 7. The proposed reduction measures are based on measures presented to the General

Attachment: Addendum to the General Plan Update EIR for the Climate Action Plan (1224 : Adoption of the Climate Action Plan)

ADDENDUM TO THE CITY OF CAPITOLA GENERAL PLAN UPDATE EIR – CLIMATE ACTION PLAN

Plan Advisory Committee (GPAC) on January 16, 2013 and the Commission on the Environment (COE) in September 2014 and April 2015. The CAP has been prepared with a focus on voluntary and incentive based programs; however, in order to show quantifiable GHG reductions, some regulatory measures were needed and are included in the draft CAP.

Proposed reduction measures are divided into six categories which are shown in the following table along with corresponding local GHG reduction projections (reductions achieved through federal and state actions are not included).

REDUCTION MEASURE	2020 REDUCTION (MTCO ₂ e)	2035 REDUCTION (MTCO ₂ e)
Vehicle Miles Travelled (transportation)	2,972	7,996
Residential and Non-Residential Energy	2,078	8,532
Water and Wastewater	67	1
Solid Waste	922	922
Parks, Open Space, and Agriculture	<i>No Measurable Reductions</i>	
Action and Implementation	<i>No Measurable Reductions</i>	
TOTAL	6,039	17,451

CEQA ADDENDUM PROCEDURES

This document has been prepared in accordance with CEQA Guidelines sections 15164 and 15168 to explain the rationale for determining that the proposed Capitola Climate Action Plan would not create any new or substantially more severe significant effects on the environmental that were not analyzed in the General Plan Update EIR.

In determining whether an Addendum is the appropriate document to analyze modifications to the General Plan EIR, State CEQA Guidelines Section 15164 states:

- (a) *The lead agency or responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred.*
- (b) *An addendum to an adopted negative declaration may be prepared if only minor technical changes or additions are necessary or none of the conditions described in Section 15162 calling for the preparation of a subsequent EIR or negative declaration have occurred.*
- (c) *An addendum need not be circulated for public review but can be included in or attached to the final EIR or adopted negative declaration.*
- (d) *The decision-making body shall consider the addendum with the final EIR or adopted negative declaration prior to making a decision on the project.*
- (e) *A brief explanation of the decision not to prepare a subsequent EIR pursuant to Section 15162 should be included in an addendum to an EIR, the lead agency’s required findings on the project, or elsewhere in the record. The explanation must be supported by substantial evidence.*

ADDENDUM TO THE CITY OF CAPITOLA GENERAL PLAN UPDATE EIR – CLIMATE ACTION PLAN

Since the General Plan EIR has been certified, the environmental impacts of subsequent activities proposed under the General Plan must be examined in light of the impact analysis in the certified EIR to determine if additional CEQA documentation must be prepared. One of the standards that applies is whether, under Public Resources Code Section 21166 and State CEQA Guidelines Sections 15162 and 15163, there are new significant effects or other grounds that require preparation of a subsequent EIR or supplemental EIR in support of further agency action on the project. Under these guidelines, a subsequent or supplemental EIR shall be prepared if any of the following criteria are met:

(a) When an EIR has been certified or negative declaration adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines, on the basis of substantial evidence in light of the whole record, one or more of the following:

- 1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;*
- 2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or*
- 3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the negative declaration was adopted, shows any of the following:*
 - A. The project will have one or more significant effects not discussed in the previous EIR or negative declaration;*
 - B. Significant effects previously examined will be substantially more severe than shown in the previous EIR;*
 - C. Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or*
 - D. Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.*

As demonstrated in the environmental analysis contained herein, none of the conditions that had been analyzed in the General Plan EIR would change with adoption and implementation of the proposed CAP. Furthermore, no new information of substantial importance meeting the criteria listed in State CEQA Guidelines Section 15162 has been identified.

PRIOR ENVIRONMENTAL DOCUMENT

The Capitola City Council adopted the General Plan Update and certified the associated EIR on June 26, 2014. The certified EIR found that adoption of the GPU would have significant, unavoidable effects to air quality, hydrology and water quality, traffic, utilities and service systems, and greenhouse gas emissions. In accordance with CEQA section 15091, the Capitola City Council adopted findings of overriding considerations to certify the EIR.

The certified GPU EIR includes mitigation measure GHG-1 which requires the City to prepare a CAP within 18 months of adopting the GPU. The proposed CAP has been prepared to satisfy this mitigation measure and through implementation of the CAP, impacts to air quality and GHG emissions would be reduced as contemplated in the GPU EIR.

The GPU also includes a number of policies and action items intended to address the effects of climate change through increased conservation, sustainability practices, improved water and energy efficiency, and greenhouse gas (GHG) reductions. The proposed Capitola CAP identifies how the City will achieve GPU climate change policies and its GHG emissions reduction target. The CAP provides goals and associated actions to reduce GHG emissions resulting from transportation and mobile sources, energy consumption, solid waste, and water and wastewater.

The GPU was founded on Guiding Principles which were developed through community outreach and citizen volunteers who served on the City's General Plan Advisory Committee. The Guiding Principles are statements of community values to guide growth, conservation, and enhancement which serve as the basis for underlying goals, policies, and actions.

The adopted GPU includes the following Guiding Principle which serves as the basis for underlying goals, policies, and action items intended to promote environmental stewardship and to reduce the effects of climate change:

Environmental Resources. *Embrace environmental sustainability as a foundation for Capitola's way of life. Protect and enhance all natural resources – including the beaches, creeks, ocean, and lagoon – that contribute to Capitola's unique identity and scenic beauty. Reduce greenhouse gas emissions and prepare for the effects of global climate change, including increased flooding and coastal erosion caused by sea-level rise.*

PROGRAMMATIC TIERING FOR FUTURE PROJECTS ADDRESSING GREENHOUSE GAS EMISSIONS

State CEQA Guidelines Section 15183.5(a) includes the following provisions for addressing GHGs:

- (a) *Lead agencies may analyze and mitigate the significant effects of greenhouse gas emissions at a programmatic level, such as in a general plan, a long range development plan, or a separate plan to reduce greenhouse gas emissions. Later project-specific environmental documents may tier from and/or incorporate by reference that existing programmatic review. Project-specific environmental documents may rely on an EIR containing a programmatic analysis of greenhouse gas emissions as provided in section 15162 (tiering), 15167 (staged EIRs), 15168 (program EIRs), 15175-15179.5 (Master EIRs), 15182 (EIRs prepared for specific plans), and 15183 (EIRs prepared for general plans, community plans, or zoning).*

This addendum is a programmatic document analyzing the CAP’s relationship to the previously approved General Plan Update and certified General Plan Update EIR. It can facilitate future environmental analysis of projects by enabling them to tier from and/or incorporate by reference, the analysis presented in this Addendum.

(b) Plans for the reduction of greenhouse gas emissions. Public agencies may choose to analyze and mitigate significant greenhouse gas emissions in a plan for the reduction of greenhouse gas emissions or similar document. A plan to reduce greenhouse gas emissions may be used in a cumulative impacts analysis as set forth below. Pursuant to section 15064(h)(3) and 15130(d), a lead agency may determine that a project’s incremental contribution to a cumulative effect is not cumulatively considerable if the project complies with the requirements in a previously adopted plan or mitigation project under specified circumstances.

- 1) *Plan Elements. A plan for the reduction of greenhouse gas emissions should:*
 - A. *Quantify greenhouse gas emissions, both existing and projected over a specified time period, resulting from activities within a defined geographic area;*
 - B. *Establish a level, based on substantial evidence, below which the contribution to greenhouse gas emissions from activities covered by the plan would not be cumulatively considerable;*
 - C. *Identify and analyze the greenhouse gas emissions resulting from specific actions or categories of actions anticipated within the geographic area;*
 - D. *Specify measures or a group of measures, including performance standards, that substantial evidence demonstrates, if implemented on a project-by-project basis, would collectively achieve the specified emissions level;*
 - E. *Establish a mechanism to monitor the plan’s progress toward achieving the level and to require amendment if the plan is not achieving specified levels;*
 - F. *Be adopted in a public process following environmental review.*

In addition to GHG-reducing measures and actions, the CAP presents a GHG emissions inventory for the City of Capitola. The GHG inventory calculates municipal and community-wide emissions caused by activities in 2010, including transportation, energy consumption, off-road equipment, waste, and the conveyance and treatment of water and wastewater. The inventory establishes a baseline against which future changes in emissions can be measured and provides an understanding of major sources of GHG emissions. It is based on the GHG emissions inventory contained in the General Plan EIR, but includes several revisions designed to focus GHG analysis on emissions sectors the City can reasonably influence. These revisions are minor in nature and constitute a refinement of information contained in the General Plan Update EIR, and therefore, are not considered new information or substantial importance as identified in State CEQA Guidelines Section 15162.

The CAP demonstrates the City’s efforts to address climate change by reducing local GHG emissions, with an emphasis on improving the energy efficiency of buildings, renewable energy, water

ADDENDUM TO THE CITY OF CAPITOLA GENERAL PLAN UPDATE EIR – CLIMATE ACTION PLAN

conservation, waste reduction, and preparing the City to adapt to a changing climate. The CAP builds on General Plan Update policies and actions to reduce local GHG emissions and identifies how the City will achieve a GHG emissions reduction target of 4.9% below 2010 baseline levels by 2020.

To achieve the community-wide GHG emissions reduction target of 4.9% below 2010 baseline levels by 2020, the City intends to implement a variety of GHG reduction measures addressing energy efficiency and renewable energy, alternative fuel vehicles and equipment, transportation, solid waste, water conservation, and municipal operations.

Following adoption, the CAP will be the City's primary tool to implement General Plan Update goals to reduce GHG emissions. CAP actions will be integrated in City processes, trigger ordinance updates, and initiate policy and procedure revisions. The City's Community Development Department will lead implementation of the CAP in coordination with other City departments.

The policies, programs, and actions in the proposed CAP would support and implement General Plan sustainability goals and policies. Many of the proposed reduction measures are process and procedure oriented actions which will have no physical effect on the environment; however, other measures, such as policies to promote energy efficiency upgrades, encourage development of renewable energy systems, and to construct pedestrian and bicycle infrastructure improvements could directly or indirectly result in physical changes to the environment. The proposed CAP does not include any actions which call for specific construction projects or which identify the location, size, or scope of any particular project. Subsequent project and site-specific analysis of implementing projects will be conducted, as necessary, as projects are initiated.

ENVIRONMENTAL REVIEW UPDATE CHECKLIST

I. AESTHETICS

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to aesthetic resources including: scenic vistas; scenic resources including, but not limited to, trees, rock outcroppings, or historic buildings.; existing visual character or quality of the site and its surroundings; or day or nighttime views in the area?

Response: The certified General Plan EIR found impacts to aesthetics to be less than significant, and found no significant impacts to scenic vistas, scenic resources, visual quality, or light/glare. The proposed CAP is consistent with General Plan goals and policies and does not propose any new or altered physical changes to the environment which could be considered more severe than what was previously evaluated in the GP EIR.

II. AGRICULTURAL AND FORESTRY RESOURCES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to agricultural resources including: conflict with zoning for or result in rezoning of forest land; result in the loss of forest land or conversion of forest land to non-forest use; convert Important Farmland and/or conflict with existing zoning for agricultural use or Williamson Act contract?

Response: There are no forest lands, farmlands of state or local importance, or agriculturally zoned properties in the City of Capitola. Consequently, the GP EIR concluded that there would be no significant impacts to agriculture or forestry resources. The proposed CAP would not result in any new impacts not previously considered by the GP EIR.

III. AIR QUALITY

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to air quality including: conflicts with or obstruction of implementation of the Regional Air Quality Strategy (RAQS) or applicable portions of the State Implementation Plan (SIP); violation of any air quality standard or substantial contribution to an existing or projected air quality violation; a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard; exposure of sensitive receptors to substantial pollutant concentrations; or creation of objectionable odors affecting a substantial number of people?

Response: The General Plan EIR found that implementation of the Plan could result in significant, unavoidable impacts to air quality through an increase in mobile and stationary source emissions and cumulative contributions to regional air quality standards. However, there are no changes to the project, or any new information of substantial importance, which indicate that the proposed Climate Action Plan would exacerbate air quality impacts beyond the analysis and conclusions in the General Plan EIR. Moreover, development and implementation of the proposed Climate Action Plan is identified in the General Plan EIR as a mitigation measures intended to reduce greenhouse gases and other emissions which adversely affect air quality.

IV. BIOLOGICAL RESOURCES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to biological resources including: adverse effects on any sensitive natural community (including riparian habitat) or species identified as a candidate, sensitive, or special status species in a local or regional plan, policy, or regulation, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service; adverse effects to federally protected wetlands as defined by Section 404 of the Clean Water Act; interference with the movement of any native resident or migratory fish or wildlife species or with wildlife corridors, or impeding the use of native wildlife nursery sites; and/or conflicts with the provisions of any adopted Habitat Conservation Plan, Natural Communities Conservation Plan, or other approved local, regional or state habitat conservation plan, policies or ordinances?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to biological resources. The proposed Climate Action Plan does not include any policies or actions which would involve new or altered physical changes to the environment which have the potential to adversely affect biological resources. There have been no changes in the project or is there any new information of substantial importance to indicate that the proposed Climate Action Plan would result in new or more severe impacts to biological resources.

V. CULTURAL RESOURCES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to cultural resources including: causing a change in the significance of a historical or archaeological resource as defined in State CEQA Guidelines Section 15064.5; destroying a unique paleontological resource or site or unique geologic feature; and/or disturbing any human remains, including those interred outside of formal cemeteries?

Response: The General Plan EIR found that implementation of the Plan could result in significant impacts to cultural resources, but that mitigation measures could be applied to reduce the impact to a less than significant level. There have been no changes to the project or new information of substantial importance which indicate that the proposed Climate Action Plan could result in new or more severe impacts to cultural resources.

VI. GEOLOGY AND SOILS

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in one or more effects from geology and soils including: exposure of people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving rupture of a known earthquake fault, seismic-related ground failure, including liquefaction, strong seismic ground shaking, or landslides; result in substantial soil erosion or the loss of topsoil; produce unstable geological conditions that will result in adverse impacts resulting from landslides, lateral spreading, subsidence, liquefaction or collapse; being located on expansive soil creating substantial risks to life or property; and/or having soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?

Response: The General Plan EIR found that implementation of the Plan would have no potential to result in significant impacts to/from geology and soils. There have been no changes to the project or new information of substantial importance which indicate that the proposed Climate Action Plan could result in new or more severe impacts to/from geology and soils.

VII. GREENHOUSE GASES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that show the project may generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment; or would conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emission of greenhouse gases?

Response: The General Plan EIR found that implementation of the Plan would result in significant, unavoidable impacts to greenhouse gases and climate change. Consequently, the General Plan EIR included mitigation to prepare and implement a Climate Action Plan to reduce greenhouse gas emissions and reduce the affects of climate change. Implementation of the proposed Climate Action Plan would fulfill this mitigation measure and would reduce impacts to greenhouse gases/climate change.

VIII. HAZARDS AND HAZARDOUS MATERIALS

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in one or more effects from hazards and hazardous materials including: creation of a significant hazard to the public or the environment through the routine transport, storage, use, or disposal of hazardous materials or wastes; creation of a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment; production of hazardous emissions or handling hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school; location on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 creating a hazard to the public or the environment; location within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport; within the vicinity of a private airstrip resulting in a safety hazard for people residing or working in the project area; impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan; and/or exposure of people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to/from hazards and hazardous materials. There have been no changes to the project, or new information of substantial importance which indicate that the proposed Climate Action Plan would result in a new or more severe impact to hazards and hazardous materials.

X. HYDROLOGY AND WATER QUALITY

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to hydrology and water quality including: violation of any waste discharge requirements; an increase in any listed pollutant to an impaired water body listed under section 303(d) of the Clean Water Act ; cause or contribute to an exceedance of applicable surface or groundwater receiving water quality objectives or degradation of beneficial uses; substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level; substantially alter the existing drainage pattern of the site or area in a manner which would result in substantial erosion, siltation or flooding on- or off-site; create or contribute runoff water which would exceed the capacity of existing or planned storm water drainage systems; provide substantial additional sources of polluted runoff; place housing or other structures which would impede or redirect flood flows within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or

Flood Insurance Rate Map or other flood hazard delineation map, including City Floodplain Maps; expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam; and/or inundation by seiche, tsunami, or mudflow?

Response: The General Plan EIR found that the implementation of the Plan could result in significant unavoidable impacts to groundwater supply, but found no significant impacts to water quality, drainage, erosion, or flooding. There have been no changes to the project or any new information of substantial importance which indicate that the proposed Climate Action Plan would result in new or more severe impacts to hydrology or water quality. Additionally, the proposed Climate Action Plan include several policies and action items which call for increased water efficiency which would reduce the volume of groundwater consumption.

XI. LAND USE AND PLANNING

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to land use and planning including: physically dividing an established community; and/or conflicts with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project adopted for the purpose of avoiding or mitigating an environmental effect?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to land use and planning. There have been no changes in the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to land use and planning.

XII. MINERAL RESOURCES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause one or more effects to mineral resources including: the loss of availability of a known mineral resource that would be of value to the region and the residents of the state; and/or loss of locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?

Response: There are no mineral resource deposits in the City of Capitola which could be reasonably extracted given existing non-compatible land uses. Accordingly, the General Plan EIR found that implementation of the Plan would not result in any impacts to mineral resources. There have been no changes to the project or new information of substantial importance which indicate that the proposed Climate Action Plan would result in new or more severe impacts to mineral resources.

XIII. NOISE

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in one or more effects from noise including: exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies; exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels; a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project; a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project; for projects located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, or for projects within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?

Response: The General Plan EIR found that implementation of the Plan could result in significant impacts from noise resulting from construction of future projects authorized by the Plan. Consequently, the General Plan EIR included mitigation measures to reduce impacts from noise to a less than significant level. There have been no changes in the project or new information of substantial importance which indicate that the proposed Climate Action Plan would result in new or more severe impacts to/from noise.

XIV. POPULATION AND HOUSING

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in one or more effects to population and housing including displacing substantial numbers of existing housing or people, necessitating the construction of replacement housing elsewhere?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to population and housing. There have been no changes to the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to population and housing.

XV. PUBLIC SERVICES

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in one or more substantial adverse physical

impacts associated with the provision of new or physically altered governmental facilities or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the following public services: fire protection, police protection, schools, parks, or other public facilities?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to public services. There have been no changes to the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to public services.

XVI. RECREATION

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in an increase in the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated; or that include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

Response: The General Plan EIR found that implementation of the Plan would not result in any significant impacts to recreation. There have been no changes to the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to recreation.

XVII. TRANSPORTATION/TRAFFIC

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause effects to transportation/traffic including: conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit; conflict with an applicable congestion management program, including, but not limited to, level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways; cause a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks; substantial increase in hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment); inadequate emergency access; and/or a conflict with adopted

policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?

Response: The General Plan EIR found that implementation of the Plan could result in significant, unavoidable impacts to transportation. There have been no changes to the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to transportation. Moreover, the Climate Action Plan includes several policies and action items which call for improved alternative transportation options to reduce vehicle miles travelled, which in-turn would result in less traffic congestion.

XVIII. UTILITIES AND SERVICE SYSTEMS

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that cause effects to utilities and service systems including: exceedance of wastewater treatment requirements of the applicable Regional Water Quality Control Board; require or result in the construction of new water or wastewater treatment facilities, new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects; require new or expanded entitlements to water supplies or new water resources to serve the project; result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments; be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs; and/or noncompliance with federal, state, and local statutes and regulations related to solid waste?

Response: The General Plan EIR found that implementation of the Plan could result in significant unavoidable impacts to utilities and service systems due to the potential for groundwater overdraft. There have been no changes to the project or information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to utilities and service systems. Additionally, the proposed Climate Action Plan includes several policies and action items intended to increase water efficiency thereby reducing groundwater consumption.

XIX. MANDATORY FINDINGS OF SIGNIFICANCE:

Since the previous EIR was certified or previous ND was adopted, are there any changes in the project, changes in circumstances under which the project is undertaken and/or "new information of substantial importance" that result in any mandatory finding of significance listed below?

Does the project degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?

Response: There have been no changes to the project or any new information of substantial importance which indicate that the proposed Climate Action Plan would result in any new or more severe impacts to the quality of the environment, including adverse impacts to habitat for sensitive species, cumulative environmental impacts, or adverse direct or cumulative effects on human beings.

July 17, 2015

City of Capitola
Richard Grunow, Community Development Director
420 Capitola Avenue Capitola, CA 95010
rgrunow@ci.capitola.ca.us

RE: City of Capitola Climate Action Plan

Dear Mr. Grunow,

The Monterey Bay Unified Air Pollution Control District (Air District) commends the City of Capitola for addressing community-wide greenhouse emissions by preparing a Climate Action Plan. The Air District reviewed the plan and has the following comments.

- The Air District recommends developing a funding plan for implementing measures in the Climate Action Plan. The language in the plan states for example, "This Climate Action Plan...will ensure that Capitola is eligible for transportation and land use grant funding." without stating what potential sources of funding may be available. It is not clear what types of transportation or land use grant funding the City envisions is available. The City could consider the approach used by the City of Watsonville which developed a Carbon Fund Ordinance to collect fees to fund projects supporting the Climate Action Plan.

RESPONSE: The City of Capitola appreciates the Air District's comment regarding funding for implementing the proposed Climate Action Plan greenhouse gas (GHG) reduction measures. The City has funding available through its Capital Improvement Program budget, Green Building Fund, and General Fund budgets to implement proposed near- and mid-term GHG reduction measures. Should additional funding become necessary, the City will consider alternative funding sources.

- The Air District recommends updating the GHG emission calculations from transportation sources reported in Table 3-1. The footnote states the emissions were based on EMFAC2007 which is an outdated emission factor model. To provide consistency with AMBAG's Sustainable Community Strategy (SCS), the emissions should be updated based on EMFAC2011 which was the model used for the SCS.

RESPONSE: The City of Capitola's Climate Action Plan made use of a 2010 Baseline Community-wide GHG Inventory prepared for the City by AMBAG, which used emission factors for the transportation sector provided by the EMFAC2007 model as noted in the Climate Action Plan and included Appendices. The Monterey Bay Unified Air Pollution Control District has suggested that the City update these emission factors to those provided by the EMFAC2011 model, to be consistent with AMBAG's 2014 Sustainable Communities Strategy (SCS).

Based on a preliminary analysis by the City's technical consultants, using the EMFAC2011 emission factors instead of the EMFAC2007 emissions factors would most likely result in only a nominal change to the City's emission totals. Also, due to the fact that the resulting Transportation and Mobile Source emissions are referenced in many narrative sections, tables and figures throughout the Climate Action Plan, implementing this suggested change would require significant labor necessary to update not only the underlying calculations and associated outputs but also all of related narrative content, tables, figures, footnotes and appendices.

While updating the Inventory (and all related content) to use the emission factors provided by the EMFAC2011 model may better align Capitola's Climate Action Plan greenhouse gas calculations with those included in AMBAG's 2014 SCS, the City is confident that it would have little or no significant impact on the City's estimated emission totals nor the City's ability to meet or exceed the stated emission targets. Therefore, the City has determined that making this change at this time would not be a cost-effective or appropriate use of funds. The City will, however, commit to updating the Transportation and Mobile Source emission factors to be consistent with AMBAG's SCS during the first scheduled Climate Action Plan review and revision period.

- The Air District recommends revising the language in measure VMT-5 in the following ways.
 - Rather than stating "Provide incentives, such as, giving priority in plan review...", make a commitment to put this language in a written document, such as a building/zoning ordinance. This approach will make it clear to developers what actions the City will prioritize when addressing electric vehicle infrastructure.

RESPONSE: The City will revise this measure to include incentives for projects which include EV infrastructure in its revised Green Building Program.

- Add language to existing City zoning/building ordinances to require developers of new structures to install electric vehicle charging stations, or at a minimum, stub-out for 220/240 Volt connections, to allow for later installation of charging stations.

RESPONSE: The City will add a measure to adopt a "solar ready ordinance" to require new construction to facilitate future solar and EV charging installations.

- There are action items listed in measure VMT-7 that are more appropriate to support VMT-5 or should be referenced in VMT-5. For example, the action, Revise local requirements relating to provision of parking and designations of reserved parking for electric and rideshare vehicles. This action is more supportive of VMT- 1 and VMT-5. The City must ensure that actions that support more than one measure are only counted towards reductions from one measure to avoid double counting

emission reductions.

RESPONSE: The City will move the referenced submeasure from VMT-5 to VMT-7. The City agrees that measures cannot be double counted toward its reduction projections.

- The Air District recommends revising the assumption in measure VMT-6 that the rail service begins in 2020. This is not consistent with documents prepared by the Santa Cruz County Regional Transportation Commission. Specifically, the draft Feasibility Study has the time period for potential implementation of service as 2025 (<http://www.sccrtc.org/wp-content/uploads/2014/05/ExecutiveSummary-DRAFT-RailStudy-2015May.pdf>).

RESPONSE: The City used the 2020 date based on input from the Santa Cruz Regional Transportation Commission prior to release of the draft passenger rail feasibility study. By using a 2020 start date, the City recognizes that GHG reduction projections may be overstated by approximately 1,000 metric tons; however, this represents a fraction of the City's overall reduction projection and would not affect the City's ability to comply with AB32 or the 2020 reduction target. Accordingly, the City will update this information when it completes its first 5-year Climate Action Plan update to better reflect the actual start date, as applicable, of the proposed passenger rail.

Please let me know if you have questions, I can be reached at (831) 647-9411 or aclymo@mbuapcd.org. Best

Regards,



Amy Clymo
Supervising Air Quality Planner

Richard A. Stedman, Air Pollution Control Officer



CLIMATE ACTION PLAN IMPLEMENTATION STRATEGY

The proposed Climate Action Plan (CAP) will require City investment to implement, including but not limited to: capital improvement funds to construct new and enhanced bicycle and pedestrian infrastructure, funding for education and awareness efforts, staff resources to administer various GHG reduction initiatives, and funding for incentive programs. The City has some current funding available through general fund allocations to administer CAP programs and Green Building funds which can be used to finance education, outreach, incentives, and climate action planning and water conservation initiatives.

Implementation of the CAP will be a shared responsibility among Capitola's elected and appointed officials, residents, business owners, non-profits, and community groups. City staff, under direction from the City Council and Planning Commission, will be responsible for implementing measures aimed at reducing municipal emission sources, creating incentives, and conducting education and awareness initiatives. City staff will coordinate efforts with the Commission on the Environment and will seek their support to implement measures as appropriate.

Due to the long-term nature of the CAP, funding for implementation is expected to span several budget cycles. It is anticipated that higher cost action items, such as those requiring capital improvement funds, will be incrementally financed and implemented based on funding availability and City priorities. Because implementation of the CAP is projected to significantly exceed the State's near-term GHG reduction requirements, the City is not required to implement each and every measure and has flexibility to select from a menu of action items presented in the CAP to achieve its reduction targets.

Action items which are considered cost-effective and provide substantial GHG reduction potential without significant City investment will be implemented in the near-term. For example, measures intended to educate and increase public awareness, streamline City processes, and promote City sponsored and third-party green energy programs will be prioritized.

A comprehensive matrix of proposed GHG reduction measures with implementation strategies and approximate timelines is attached to this document. Reduction measures which have been completed or are in progress as of 2015 are further described below.

REDUCTION MEASURES COMPLETED OR IN-PROGRESS

Some of the GHG reduction measures identified in the CAP are programs that have been completed or are already underway. If such a program began or expanded its implementation after 2010 (the baseline inventory year), then the program is included in this chapter so that the City can "take credit" for it in calculating emissions reductions.

The following measures have been completed, are in-progress, or are expected to be initiated in the near future. Each measure is directly or indirectly referenced in the CAP as sub-measures and is accounted for in the emission reduction projections.

Measures Completed

- Adopted a Green Energy Incentive Program which provides over-the-counter permitting and waives all City permit fees for private solar installations, solar hot water heaters, and electric vehicle charging stations;
- Adopted a Solar Streamlining Ordinance to standardize and simplify permitting procedures for residential rooftop solar systems;
- Enrolled Capitola in the Solar Roadmap program which offers participating agencies with free services to promote solar energy in their community;
- Enrolled in the Home Energy Renovation Opportunity (HERO) program. HERO is a Property Assessed Clean Energy Program (PACE) which enables property owners to finance renewable energy, water efficiency improvements, and electric vehicle charging systems through annual property assessments;
- Initiated a pilot program to provide discounted rain barrels to Capitola residents;
- Adopted an In-Lieu Parking Fee Program to allow specified projects to purchase parking outside of, but within walking distance of the central Village;
- Committed to removing areas of irrigated lawn in City parks;
- Amended the Green Building Fund to allow funds to be used for climate action planning and water efficiency activities;
- Secured a CDBG grant to reinstate its Housing Rehabilitation Program which offers funding assistance to low income households to provide energy efficiency improvements;
- Achieved and maintained a Green business certification;
- Added hybrid and electric vehicles to its municipal fleet;
- Ongoing participation in Santa Cruz County Climate Action Compact;
- Ongoing participation in the Monterey Bay Community Choice Aggregation (CCA) Project Development Advisory Committee;
- Continued enforcement of the City's plastic bag ban;
- Ongoing participation in regional transportation and planning efforts including: AMBAG, RTC, Monterey Bay Sanctuary Scenic Trail, Santa Cruz County Passenger Rail study, Sustainable Communities Strategy;
- Continued investments in pedestrian and bicycle improvement projects through its annual CIP allocation;
- Ongoing car free events in the Village;
- Continued participation in the Santa Cruz County Comprehensive Economic Development Strategy Plan (CEDS) to retain and attract high paying jobs to reduce long-distance commutes;
- Continued support of water efficiency requirements of local water districts;
- Continued mandatory recycling and green waste collection requirements.

Measures In-Progress

- As part of the Solar Roadmap program, staff is currently investigating participation in the SEED Fund program which provides public agencies with an opportunity to install solar projects at reduced costs through collaborative procurement and by deferring upfront costs through power purchase agreements;
- Staff is currently drafting amended Green Building Guidelines based on proposed action items in the draft CAP. The Guidelines will be presented for City Council consideration shortly after the CAP is adopted;

- Staff has begun investigating potential sites for a community garden or “food forest” and has identified potential private partners to implement a project;
- Staff has begun outlining the design and content for a “sustainability” page on its website to serve as a repository for information about climate action planning, water and energy conservation, green building practices, available programs and incentives, and links to local organizations, events, and resources;
- Staff is preparing a Solar Ready Ordinance for City Council consideration to require new and substantial remodel projects to pre-install wiring for solar systems;
- Staff has begun developing new and updated applications, forms, inspection checklists, and informational handouts related to green energy projects (solar, electric vehicle charging stations, grey water systems, etc). All materials will be posted on the City website;
- The City is currently reviewing parking standards as part of the Zoning Code update;
- The City is collaborating with the Soquel Union School District to complete a Safe Routes to Schools study;
- The City is actively working with GreenWaste and regional partners to reduce the volume of waste going to landfills.

Education and Awareness

An overarching theme of the CAP is to educate and heighten the community’s awareness of climate change with the goal of affecting positive behavioral changes. Education and awareness will be a critical component of successful CAP implementation and will require an ongoing commitment from the City. Consequently, staff intends to develop and implement a comprehensive education and awareness program in 2016-2017 which may include the following components:

- Development of a sustainability page on the City website;
- Providing information via City newsletters and the City scroll;
- Creation of promotional materials, brochures, etc. to publicize how residents and businesses can reduce their carbon footprint, the benefits of sustainable practices, available financing resources, etc;
- Dissemination of promotional/educational materials to regular City outlets (City Hall, library, community center) as well as direct contacts with multi-family property owners, business owners, chamber of commerce, and hospitality operators;
- Partnerships with other local and regional agency outreach efforts including the Climate Action Compact (City of Santa Cruz, County of Santa Cruz, City of Watsonville, UCSC), Soquel Creek and Santa Cruz Water Districts, and AMBAG efforts;
- Hosting and promoting sustainability events to highlight options to improve energy efficiency, water conservation, waste reduction, etc. Invite guest speakers with expertise in sustainable practices, PG&E, GreenWaste, Soquel Creek and Santa Cruz Water Districts, contractors, lenders, local leaders, non-profit groups, etc.
- Promoting existing Capitola Green Businesses and encouraging new business participation;
- Development of a sustainability “infomercial” for broadcast on public access television;
- Participation in programs such as Solar Roadmap, HERO, Energy Sage, etc.

CAP Monitoring and Reporting

Successful implementation of the CAP will require the City to monitor its progress toward reducing GHG emissions and the effectiveness of various GHG reduction measures. Accordingly, staff will review and update the CAP at minimum five year intervals. Staff will rely on the resources provided by the International

Council for Local Environmental Initiatives (ICLEI) Statewide Energy Efficiency Collaborative (SEEC). ICLEI/SEEC provides a free software platform, called ClearPath, which is available to local agencies to track implementation of CAP measures, the resulting energy savings, emissions reductions and other indicators. Monitoring records connect with measures in the CAP, allowing a comparison of actual emissions reductions over time with projected reductions. Reports also allow comparison of emissions by sector across multiple inventories. City staff will provide reports to the Commission on the Environment, Planning Commission, and City Council following each update and will provide information to the public via the City website.

DRAFT

MEASURE ID	MEASURE DESCRIPTION	REDUCTION MEASURE ACTIONS	SCHEDULE	IMPLEMENTATION STRATEGY AND TIMING
VMT-1	Ride Sharing and Car Sharing	Develop and implement local incentives for car sharing	Ongoing	Draft and implement business and commuter incentives. Identify potential incentive funding sources, including grants, green building funds, or other sources. Develop promotional materials, post to website, publicize through education and awareness efforts. Anticipated implementation: 2016-2019, depending on funding availability.
		Continue to support the <i>Rideshare Week Program</i> . As part of this effort, consider a resident survey of commuters to identify potential carpool companions.		Promote the Rideshare Week Program sponsored by AMBAG and Santa Cruz RTC on City website sustainability page. Anticipated implementation: 2016-2017 and ongoing.
VMT-2	Increase Bus Ridership	Develop a Transportation Demand Management Plan (TDM) for City and local employees. A TDM Program would offer incentives to encourage the use of alternative modes of transportation by City and local employees (e.g. in the Village, Bay Ave, and 41st Ave areas). Free bus passes, reimbursement for not using a parking space, emergency cab services, etc. will help reduce parking demand and reduce greenhouse gas emissions through reduced commuter traffic.	Ongoing	Develop TDM plan and identify potential incentive funding sources, including grants, green building funds, or other sources. Anticipated implementation: 2017-2019.
		Work with METRO to explore additional opportunities for discount bus ticket programs such as the Eco Pass program offered in Santa Clara County.		Discuss opportunities with METRO staff/METRO board. Anticipated implementation: 2016-2019, depending on availability and funding.
		Work with regional agencies to establish baseline values for vehicle trip makeup (origin/destination) for residents, businesses, and municipalities, and create baseline transportation numbers for in-town trips.		Continue to participate in regional transportation planning efforts through AMBAG, RTC, etc. Anticipated implementation: Present and ongoing.
		Continue to work with county and regional transportation leaders to explore options for additional funding sources on regional level to support multi-modal transportation infrastructure and expanded transportation alternatives such a bus rapid transit (BRT).		Continue to participate in regional transportation planning efforts through AMBAG, RTC, etc. and actively seek grant opportunities. Anticipated implementation: Present and ongoing.
		Coordinate with the University of California Santa Cruz and Cabrillo Community College to evaluate opportunities to increase student bus ridership.		Engage UCSC and Cabillo administrators to identify opportunities for increased student bus ridership. Anticipated implementation: 2016-2019
VMT-3	Increase Bicycle Ridership	Provide periodic status reports on 2011 Bicycle Transportation Plan implementation to the City Council.	Phase I: 2015-2024; Phase II: 2025-2035	Update the Bicycle Transportation Plan and provide regular reports to the City Council. Anticipated implementation: 2017-2019
		Complete a Quality Index assessment for Bicycle routes throughout the City and set targets to upgrade sections of key corridors to meet "Reasonable" or "Ideal" condition levels by 2020.		Complete a quality index assessment during the next update to the Bicycle Transportation Plan. Identify funding to complete targeted improvements. Anticipated implementation: Update Plan in 2017-2019, improve key bicycle segments as funding becomes available.
		Continue to implement the proposed projects defined in the 2011 Bicycle Transportation Plan to close gaps in the bicycle networks and connect major destinations and activity centers by 2020.		Continue to include bicycle facility improvement projects in the City's CIP list. Anticipated implementation: 2015-ongoing.
		Work with the County to design safe bike infrastructure across jurisdictional boundaries		Coordinate with the County to comprehensively plan facility improvements which cross jurisdictional boundaries during bicycle plan update. Anticipated implementation: 2017-2019
		Install bike route signs including directions and mileage indicators to common destinations.		Identify where signage is needed in next bicycle plan update. Identify funding to implement. Anticipated implementation: bicycle plan update in 2017-2019, sign installation as funding becomes available.
		Install high-quality bicycle-parking facilities in the Village in centralized, safe, and secure areas.		Identify where bicycle parking facilities are needed in next bicycle plan update. Identify funding to implement. Anticipated implementation: bicycle plan update in 2017-2019, facility installation as funding becomes available.

MEASURE ID	MEASURE DESCRIPTION	REDUCTION MEASURE ACTIONS	SCHEDULE	IMPLEMENTATION STRATEGY AND TIMING
		<p>Require bicycle parking facilities and on-site showers in major non-residential development and redevelopment projects. Major development projects include buildings that would accommodate more than 50 employees, whether in a single business or multiple tenants; major redevelopment project include projects that change 50 percent or more of the square footage or wall space.</p> <p>Encourage businesses to provide bikes, electric bikes, and scooters for employees for lunch time and work time errands.</p> <p>Encourage and support non-profit or volunteer organizations in creating a bicycle-sharing program.</p>		<p>Requirement to be added in updated zoning code. Anticipated implementation: 2016</p> <p>Engage local businesses to promote alternative transportation options through education and awareness efforts. Anticipated implementation: 2016-2017 and ongoing.</p> <p>Identify potential non-profit partners and funding sources. Engage non-profits during education and awareness efforts. Anticipated implementation: 2016-2017 and ongoing.</p>
VMT-4	Educate and Engage the Public About Alternative Transportation Modes	<p>Work with community groups to encourage pedestrian and bike events.</p> <p>Allow car-free weekends or special events within the Village if it reduces single occupancy vehicle driving and is financially feasible.</p> <p>Continue to investigate and modify parking requirements and parking fees for new development.</p> <p>Consider implementing a "Park Once" campaign for Capitola Village which includes education, outreach, and signage, as appropriate.</p>	2018-2024	<p>Continue to support bike and walking events and activities. Engage community groups during education and awareness efforts. Anticipated implementation: 2016-2017 and ongoing.</p> <p>Continue to consider and support Village events which close the Esplanade to vehicular traffic. Anticipated implementation: present and ongoing.</p> <p>Parking standards will be reviewed during the Zoning Code update process. Continue to investigate and support alternative parking programs, such as beach shuttle service, in-lieu parking fees, valet services, etc. Anticipated implementation: 2016.</p> <p>Investigate if a park once campaign would be effective and desirable for Capitola. Anticipated implementation: 2017-2019</p>
VMT-5	Support Local Uptake of Electric Vehicles	<p>Provide incentives, such as giving priority in plan review, processing, and field inspection services, for new and existing commercial and residential projects that provide parking spaces reserved for electric vehicles and have a charging connection.</p> <p>Continue to work with the Monterey Bay Electrical Vehicle Alliance and others to assess needs and develop future municipal and private charging infrastructure to increase public access to EV charging stations.</p> <p>Consider providing free parking spaces for electric vehicles in the Village and Beach parking lots.</p>	2020-2034; potentially ongoing	<p>Expand green energy incentive program to include incentives for projects which incorporate EV charging stations. Anticipated implementation: 2016-ongoing.</p> <p>Participate in efforts led by Monterey Bay Electrical Vehicle Alliance to increase availability of EV charging stations. Anticipated implementation: Needs assessment in 2017-2019; installation of infrastructure as funding becomes available.</p> <p>Present to City Council in conjunction with expanded green energy incentive program. Anticipated implementation: 2016-2017</p>
VMT-6	Support Rail as a Commute Option	<p>Work with local partners and regional transportation planning groups to support the use of the Santa Cruz Branch Line corridor as a supplemental regional commute option.</p>	2020-2034, subject to change; potentially ongoing	<p>Continue to participate in the RTC led efforts to study the feasibility of passenger rail. Anticipated implementation: present and ongoing.</p>
VMT-7	Support Implementation of the Regional Transportation Plan and Sustainable Communities Strategy	<p>Continue to implement intelligent transportation systems, roundabouts, signal timing and synchronization, and other efficiency methods that decrease idling time and congestion.</p> <p>Encourage the Metro Center to become a multi-modal facility with amenities and integration with a possible future shuttle system in Capitola.</p>	2016-2035; potentially ongoing	<p>Consider roundabouts at key City intersections, such as Bay Ave/Capitola Ave; monitor and calibrate traffic signals, and implement measures to improve traffic flow. Anticipated implementation: traffic signal monitoring/calibration present and ongoing; construction of improvements as funding becomes available.</p> <p>Retain funding set aside to relocate the Mall transit center. If/when relocated, encourage bicycle facilities and consider the possibility of providing shuttle services to/from the Village. Anticipated implementation: unknown, depends on mall owner's cooperation.</p>

MEASURE ID	MEASURE DESCRIPTION	REDUCTION MEASURE ACTIONS	SCHEDULE	IMPLEMENTATION STRATEGY AND TIMING
		Support local and regional ride sharing programs.		Promote the Rideshare Week Program sponsored by AMBAG and Santa Cruz RTC on City website sustainability page and through education and awareness efforts. Anticipated implementation: 2016-2017 and ongoing.
		Encourage local employers to develop tools and methods to decrease emissions from work commutes, including work at home, ride-sharing, and vanpools.		Engage local businesses to promote alternative transportation options through education and awareness efforts. Promote alternative transportation options on City sustainability website. Anticipated implementation: 2016-2018.
		Continue to work with school districts and solicit input from elementary, middle, and high school parents to identify opportunities to decrease emissions from school commutes:		Implement safe routes to schools plan. Conduct education and outreach with local schools, including administrators, educators, parents, and students. Anticipated implementation 2016-2018.
		☐Support school busing, carpooling, biking, and walking options as alternatives to individual parent pick-up and drop-off.		Implement safe routes to schools plan. Conduct education and outreach with local schools, including administrators, educators, parents, and students. Anticipated implementation 2016-2018.
		☐Support development of more "safe routes to school" for students to walk and ride to school and home, and continue to explore additional funding for projects that enhance bike and walk to school opportunities.		Implement safe routes to schools plan. Conduct education and outreach with local schools, including administrators, educators, parents, and students. Anticipated implementation: education and awareness efforts 2016-2017; construction of improvements as funding becomes available.
		Evaluate opportunities for new residential subdivisions and major commercial redevelopment projects to include a pedestrian or bicycle through-connection in any new cul-de-sacs.		Add standard in Zoning Code update. Review discretionary project applications to identify opportunities for improved connectivity. Anticipated implementation: Zoning Code update in 2016.
		Promote the ability of all residents to safely walk and bicycle to public parks. Identify improvements needed to address any deficiencies and incorporate these improvements into the City's CIP.		Review bicycle access to public parks during bicycle plan update. Examine pedestrian access to parks, identify needed improvements, and include in City's CIP. Anticipated implementation: bicycle plan in 2017-2019; construction of improvements as funding becomes available.
		Maintain an environment within the Village and Capitola Mall that prioritizes the safety and convenience of pedestrians and bicyclists.		Continue to promote and enhance pedestrian and bicycle safety and facilities. Anticipated implementation: present and ongoing.
		Consider adopting a Transportation Impact Fee (TIF) Program to mitigate for transportation impacts resulting from development projects. Allocate portions of the TIF budget to bicycle and pedestrian facility projects.		Evaluate whether a TIF program is appropriate for Capitola. If so, develop ordinance, establish fees, create TIF fund, and identify transportation improvement projects. Anticipated implementation: 2018-2020
		Investigate and consider implementing additional parking strategies, including: developing a parking structure within walking distance of the Village, expansion of the in-lieu parking fee program, implementation of a parking management program, formation of a parking assessment district, and using "smart pricing" for metered parking spaces.		Continue to explore opportunities to develop a parking structure in Beach and Village Parking Lot #1. Consider expanding the in-lieu parking fee program, creating a Village parking district, and modifying meter prices to encourage visitors to use parking spaces outside of the central Village. Anticipated implementation: consideration of parking alternatives present and ongoing. Construction of improvements and program implementation as funding becomes available.
		Require new major non-residential development to include designated or preferred parking for vanpools, carpools, and electric vehicles.		Include standard in updated Zoning Code. Anticipated implementation: 2016
		☐Encourage land use intensity with connectivity near retail, employment, and transit centers.		Consider allowing bonus FAR as provided in the General Plan for qualifying projects on 41st Avenue. Anticipated implementation: present and ongoing
		☐Support well-designed infill development on vacant and underutilized sites that enhances Capitola's quality of life.		Continue to require design review for infill projects to promote design excellence. Anticipated implementation: present and ongoing.
		☐Encourage development of affordable housing, retail services and employment in areas of Capitola best served by current or expanded alternative transportation options.		Continue to identify grant and other funding opportunities for affordable housing; continue to encourage retail businesses in the City's commercial areas. Anticipated implementation: present and ongoing.

MEASURE ID	MEASURE DESCRIPTION	REDUCTION MEASURE ACTIONS	SCHEDULE	IMPLEMENTATION STRATEGY AND TIMING
		☐ Encourage appropriate mixed-use development in the Mixed-Use and Commercial zoning districts.		Include standards which encourage mixed-use developments in the updated zoning code. Anticipated implementation: 2016
		☐ Amend the Zoning Code to encourage new development or significant redevelopment in the Village Mixed-Use zoning district to be vertical mixed-use (i.e., residential or office above ground-floor retail).		Include standards which encourage mixed-use developments in the updated zoning code. Anticipated implementation: 2016
		☐ Amend the Zoning Code and other City regulations as needed to encourage and/or remove barriers to establishing "co-working" collaborative work spaces in Capitola.		Define co-working uses in the updated zoning code, identify appropriate zone, and set reasonable development standards. Anticipated implementation: 2016
		☐ Evaluate secondary dwelling unit standards in the Zoning Code and revise as appropriate to encourage additional secondary dwelling units development.		Development standards for 2nd units will be considered as part of the zoning code update. Anticipated implementation: 2016
		☐ Amend the Zoning Code to encourage new major developments to provide for safe and convenient pedestrian and bicycle connections between residential and commercial areas provided it does not result in spillover parking in adjacent residential neighborhoods.		Add standards in Zoning Code update. Review discretionary project applications to identify opportunities for improved connectivity. Anticipated implementation: 2016-ongoing
		☐ Revise development standards to promote a pedestrian-oriented environment in non-residential areas through reduced setbacks, principal entries that face a public street, and window and storefront requirements along the ground floor.		Standards to be revised during zoning code update. Anticipated implementation: 2016
		☐ Consider a telecommuting program for City employees.		Consider program and implement if it can be done without impacting service delivery to residents and customers. Anticipated implementation: 2017-2019 and potentially ongoing
		Implement Economic Development policies that help support local shopping and jobs, and reduce "over the hill" trips:		Continue to participate in CEDS and other regional economic efforts. Anticipated implementation: present and ongoing
		☐ Evaluate local sales leakage and work with Santa Cruz County and other jurisdictions to provide necessary services within the county to reduce "over the hill" shopping.		Continue to participate in CEDS and other regional economic efforts. Anticipated implementation: present and ongoing
		☐ Support efforts to attract resident-serving commercial uses along 41st Avenue south of Capitola Road.		Encourage resident serving commercial uses in Community Commercial designations. Anticipated implementation: present and ongoing
		☐ Identify locations in the City's commercial districts where ground-floor commercial uses are necessary to maintain a concentrated and functional business district, and amend the Zoning Code to require ground-floor commercial uses in these locations.		Develop standards to promote retail and active commercial uses in the updated zoning code. Anticipated implementation: 2016
		☐ Support regional efforts to recruit and retain businesses that provide high-wage jobs.		Continue to participate in CEDS and other regional economic efforts. Anticipated implementation: present and ongoing
		☐ Support regional efforts to retain and create jobs within Santa Cruz County to reduce the number of "over the hill" commute trips.		Continue to participate in CEDS and other regional economic efforts. Anticipated implementation: present and ongoing
		☐ Actively participate in and be aware of the activities of regional workforce development organizations, such as the Comprehensive Economic Development Strategy Committee, Workforce Investment Board, and the Santa Cruz County Business Council, and publicize these efforts locally through the City's website and brochures.		Continue to participate in CEDS and other regional economic efforts. Provide info, links, and content on City website. Anticipated implementation: present and ongoing
		☐ Build on existing outreach and regular events to inform business owners and entrepreneurs of available workforce development resources.		Continue to participate in CEDS, the chamber of commerce, and other regional and local economic efforts. Anticipated implementation: present and ongoing
		☐ Support regional small business assistance programs, particularly for those with an environmental focus, and publicize the availability of this assistance via local partners, the City's website, and other economic development outlets. Coordinate and promote green building programs and pursue grant funding applications.		Work with local and regional partners to promote small business programs. Include info, links, and content about green businesses and sustainability programs on City sustainability webpage. Anticipated implementation: 2016-2017 and ongoing
		☐ Pursue and support collaborations with local business initiatives/attractions to draw customers and visitors.		Continue to participate in CEDS, the chamber of commerce, and other regional and local economic efforts. Anticipated implementation: present and ongoing

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		<p>In collaboration with the Capitola-Soquel Chamber of Commerce and the Capitola Village Business Improvement Area, conduct regular surveys of merchants to assess the needs and issues of locally-owned and independent businesses.</p>		<p>Work with Chamber and BIA to identify how the City can better assist locally-owned and independent businesses. Anticipated implementation: present and ongoing</p>
		<p>Partner with the City's Commission on the Environment to develop implementation plans for actions contained in the <i>Capitola Green Economy - Job Creation and a Sustainable Future</i> report which advance CAP goals and present to the City Council for consideration.</p>		<p>Work with the COE to identify actions, develop implementation plan(s), and present to City Council. Anticipated implementation: 2016-2018</p>
ENRG-1	Solar Energy	<p>Require residential projects of six units or more to participate in the California Energy Commission's New Solar Homes Partnership, which provides rebates to developers of six units or more who offer solar power in 50% of new units and is a component of the California Solar Initiative, or a similar program with solar power requirements equal to or greater than those of the California Energy Commission's New Solar Homes Partnership.</p>	2015-2034, subject to change, potentially ongoing	<p>Standards to be included in updated zoning code and/or green building guidelines. Anticipated implementation: 2016</p>
	<p>Amend the Zoning Code to promote solar and wind access in new and existing development.</p>	<p>Standards to be included in updated zoning code. Anticipated implementation: 2016</p>		
	<p>Amend the Tree Protection Ordinance to allow removal of non-heritage trees necessary to provide solar access in new and existing development.</p>	<p>Amend the tree ordinance accordingly. Anticipated implementation: 2018-2020</p>		
	<p>Amend the Zoning Code to remove regulatory barriers to the establishment of on-site energy generation.</p>	<p>Standards to be included in updated zoning code. Anticipated implementation: 2016</p>		
	<p>Amend the Green Building Ordinance to require all new buildings be constructed to allow for easy, cost-effective installation of future solar energy systems, where feasible. "Solar ready" features should include: proper solar orientation (i.e. south-facing roof area sloped at 20° to 55° from the horizontal); clear access on the south sloped roof (i.e. no chimneys, heating vents, or plumbing vents); electrical conduit installed for solar electric system wiring; plumbing installed for solar hot water systems; and space provided for a solar hot water storage tank.</p>	<p>Standards to be included in the amended green building ordinance/guidelines. Anticipated implementation: 2016</p>		
	<p>Amend the Zoning Code to require new or major rehabilitations of commercial, office, or industrial development to incorporate solar or other renewable energy generation to provide 15% or more of the project's energy needs.</p>	<p>Standards to be included in updated zoning code. Anticipated implementation: 2016</p>		
	<p>Complete a renewable energy feasibility study of City buildings and facilities.</p> <p>Incorporate the use of solar panels and solar hot water heaters in future City facilities.</p>	<p>Evaluate opportunities for renewable energy for municipal facilities through the SEED program or other means. Anticipated implementation: SEED program evaluation 2015-2016; feasibility study in 2017-2019</p> <p>Include solar in new City facilities when financially and logistically feasible. Anticipated implementation: TBD as facilities are updated and as funding becomes available</p>		
ENRG-2	Energy Upgrade California and Residential Energy Efficiency	<p>Encourage PG&E to develop and distribute energy use report cards for their residential customers in Capitola.</p>	2015-2024; potentially ongoing	<p>Coordinate with PG&E to provide residential report cards. Anticipated implementation: 2016-2017</p>
	<p>Provide incentives, such as rebates offered by the "Bright Lights" program, for multi-family housing buildings to retrofit inefficient lighting fixture with new, more efficient fixtures.</p>	<p>Work with AMBAG to promote program in Capitola. Conduct education and awareness with multi-family owners/managers. Anticipated implementation: 2016-2017 and ongoing</p>		
	<p>Encourage passive solar design, in which window placement and building materials help to collect and maintain solar heat in the winter and reflect solar heat in the summer.</p>	<p>Standards to be included in updated zoning code and/or green building guidelines. Anticipated implementation: 2016</p>		
	<p>Require large homes over 3,000 square-feet to provide greater efficiency than required of smaller homes to compensate for the increased energy requirements of larger homes.</p>	<p>Standards to be included in updated zoning code and/or green building guidelines. Anticipated implementation: 2016</p>		
	<p>Encourage projects to incorporate cool roofs and cool pavement into their designs.</p>	<p>Standards to be included in updated zoning code and/or green building guidelines. Anticipated implementation: 2016</p>		

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		<p>Partner with knowledgeable organizations to publicize the availability of grants, loans, and tax incentive options for various resource efficiency upgrades via the State or federal government, utility providers, and other sources. Work with Santa Cruz County and other regional government entities to ensure that Capitola is included in energy efficiency programs.</p> <p>Provide outreach support for existing programs that provide energy efficiency retro-commissioning, audits, and retrofits for housing, including rental housing, businesses, non-profit organizations, and government, special district, and school district customers (e.g. PG&E, AMBAG, Central Coast Energy Services, Ecology Action, Energy Upgrade California)</p> <p>Expand City and partner programs that enhance education regarding energy efficiency, resource conservation, and climate change programs and policies. As part of this process, engage local architects, planners, and engineers to help educate residents.</p> <p>Consider holding a "star nights" event whereby residents would voluntarily turn off interior and exterior lights to appreciate dark skies and star gazing opportunities.</p>		<p>Identify potential partners, grant, and loan opportunities. Publicize through education/outreach efforts and website content. Anticipated implementation: 2016-2017 and ongoing</p> <p>Identify potential partners and programs. Publicize through education/outreach efforts and on City sustainability website. Anticipated implementation: 2016-2017 and ongoing</p> <p>Identify potential partners and programs. Publicize through education/outreach efforts and on City sustainability website. Anticipated implementation: 2016-2017 and ongoing</p> <p>Staff and/or the Commission on the Environment to develop a program proposal for City Council consideration. Anticipated implementation: 2017-2019</p>
ENRG-3	Residential Weatherization	Participate in Weatherization Assistance Programs to improve the insulation and energy efficiency of the homes of low-income households.	2015-2025; potentially ongoing	Participate in the federal Weatherization Assistance Program, Central Coast Energy Services, and the PG&E Energy Savings Assistance Program. Publicize through education/outreach and website. Consider adopting local funded incentive program. Anticipated implementation: 2016-2017 and ongoing
ENRG-4	Renewable Energy Sources and Community Choice Aggregation	<p>In partnership with PG&E and local alternative energy companies, develop an Alternative Energy Development Plan that includes citywide measurable goals and identifies the allowable and appropriate alternative energy facility types within the City, such as solar photovoltaics (PV) on urban residential and commercial roofs and low-scale wind power facilities. As part of this plan:</p> <p>Propose phasing and timing of alternative energy facility and infrastructure development.</p> <p>Conduct a review of City policies and ordinances and establish a streamlined development review process for new alternative energy projects that ensures noise, aesthetic, and other potential land use compatibility conflicts are avoided.</p> <p>Develop a renewable energy expansion plan for the City.</p> <p>Consider reducing permit fees or other incentives for alternative energy development.</p> <p>Provide incentives for electric car charging stations which use solar and other renewable energy generation.</p>	2020-2034; potentially ongoing	<p>Work with PG&E to develop the Alternative Energy Development Plan. As part of this process, the City will identify which types of alternative energy facilities are appropriate in Capitola and where, identify means to address potential land use compatibility conflicts, and establish a development review process for new alternative energy projects. Anticipated implementation: 2018-2020</p> <p>Include timing/phasing info in Alternative Energy Development Plan. Anticipated implementation: 2018-2020</p> <p>Standards to be included in updated zoning code. Anticipated implementation: 2016</p> <p>Identify goals for expanding renewable energy use in Alternative Energy Development Plan. Anticipated implementation: 2018-2020</p> <p>Expand green energy incentive program to include other forms of renewable energy and sustainable practices. Anticipated implementation: 2015-2016 and ongoing</p> <p>Continue the City's green energy incentive program, which offers free permitting for EV charging stations. Anticipated implementation: present and ongoing</p>
ENRG-5	Non-Residential Energy Efficiency	<p>Partner with PG&E to promote individualized energy management planning and related services for large energy users.</p> <p>Join regional partners in advocating for the continuation and expansion of utility provider incentive programs to improve energy efficiency, and advocating for sustainable practices by the providers themselves.</p> <p>Require new development and major renovations to use energy-efficient appliances that meet ENERGY STAR standards and energy-efficient lighting techniques that meet or exceed Title 24 standards.</p>	2015-2034; potentially ongoing	<p>Coordinate with PG&E to assist large energy consumers reduce their consumption. Anticipated implementation: 2016-2018</p> <p>Work with AMBAG and other regional partners to advocate for energy efficiency and sustainable practices. Anticipated implementation: present and ongoing</p> <p>Standards to be included in amended green building guidelines. Anticipated implementation: 2016</p>

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		<p>Require the installation of programmable thermostats in new buildings and as part of additions or renovations to existing buildings.</p> <p>Require outdoor lighting fixtures in new development to be energy efficient. Require parking lot light fixtures and light fixtures on buildings to be on full cut-off fixtures, except emergency exit or safety lighting, and all permanently installed exterior lighting shall be controlled by either a photocell or an astronomical time switch. Prohibit continuous all night outdoor lighting in construction sites unless required for security reasons.</p> <p>Periodically review, and if needed, amend Capitola's Green Building Ordinance to ensure effectiveness of the regulations relative to Title 24 standards.</p> <p>Provide an expedited entitlement process and/or waiver of select permit fees for exemplary projects that greatly exceed requirements and that are "LEED®-Ready."</p> <p>Incorporate green building techniques into the City's commercial and residential design guidelines.</p> <p>Train all plan review and building inspection staff on green building materials, techniques, and practices.</p> <p>Identify and remove regulatory or procedural barriers to implementing green building practices in the City by updating codes, guidelines, and zoning.</p> <p>Periodically review, and as needed, update City development codes and regulations to promote innovative energy-efficient technologies.</p> <p>Provide incentives, such as streamlined permitting and inspection processes or reduced permitting fees, for retail and hospitality establishments that utilize energy-efficient equipment.</p> <p>Promote LEED-certified or similar projects by providing maps and/or coordinated tours of such facilities.</p>		<p>Standards to be included in amended green building guidelines. Anticipated implementation: 2016</p> <p>Standards to be included in amended green building guidelines. Anticipated Implementation: 2016</p> <p>Conduct reviews/updates of green building regulations every 3-5 years as part of regular building code updates. Anticipated Implementation: first review by 2016, subsequent reviews every 3-5 years.</p> <p>Standards to be included in amended green building guidelines. Anticipated Implementation: 2016</p> <p>techniques. Anticipated Implementation: design guidelines - 2017-2019; green building program - 2016</p> <p>Enroll applicable staff in trainings to stay up to date with green building practices. Anticipated Implementation: present and ongoing</p> <p>Barriers will be removed during zoning code update. Anticipated Implementation: 2016</p> <p>Review zoning code and green building standards every 3-5 years to ensure standards are effective and up to date. Anticipated Implementation: first review by 2016, subsequent reviews every 3-5 years.</p> <p>Expand green energy incentive program to include energy efficient hospitality establishments. Anticipated Implementation: 2016-2017</p> <p>Inventory existing LEED-certified projects, develop map and information, and publicize on City sustainability website. Anticipated Implementation: 2016-2017</p>
ENRG-6	Right Lights Energy Efficiency Program	Publicize and encourage participation in the Right Lights Energy Efficiency Program, which offers no-obligation lighting audits and helps facilitate replacement of existing lighting with high-efficiency fixtures.	2015-2023; potentially ongoing	Engage in outreach and education efforts to inform business owners about the Right Lights program. Publicize on City sustainability website. Anticipated Implementation: 2016-2017
ENRG-7	Green Business Program	<p>Promote the Monterey Bay Area Green Business Program and publicize businesses in Capitola which have been certified. Over time, consider whether it will be advantageous to develop a program specific to Capitola. Consider whether to support the program via contributions to technical assistance and marketing, and consider implementation of the following supportive measures:</p> <p>Prioritize green business practices and local businesses in City purchases.</p> <p>Promote the use of reusable, returnable, recyclable, and repairable goods.</p> <p>Encourage the use of locally grown and prepared foods at City events.</p> <p>Establish a Green Village campaign to encourage participation of Village businesses and property owners in resource efficiency programs. Recognize these businesses on the City's website and other outlets.</p>	2015-2021; potentially ongoing	<p>Inventory existing Green Businesses, develop promotional materials, and publicize on City sustainability website. Anticipated Implementation: 2016-2017</p> <p>Continue City policies which establish a preference for local purchases. As applicable, amend City policies accordingly. Anticipated Implementation: present and ongoing</p> <p>Conduct education/outreach, include info on City sustainability website. Anticipated Implementation: 2016-2017</p> <p>Encourage vendors at City events to use locally grown and prepared foods. Consider incentives and amend policies as appropriate. Anticipated Implementation: 2017-2019</p> <p>Identify existing resource efficiency efforts, encourage additional resource efficiency efforts, and work with Village Business owners to develop promotional materials. Anticipated Implementation: 2018-2020</p>

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		Support the Buy Local campaign as a GHG reduction tool.		Identify how residents and businesses can increase local purchases, conduct education/outreach, and publicize via City sustainability website. Anticipated Implementation: 2017-2019
		Expand City and partner programs that enhance education regarding energy efficiency, resource conservation, and climate change programs and policies.		Develop education/outreach plan to better inform citizens and businesses of the benefits of energy efficiency and resource conservation. Anticipated Implementation: 2016-2017 and ongoing
ENRG-8	Municipal Energy Use	Continue to make energy improvements to City facilities to maintain Capitola's certification from the Monterey Bay Green Business Program.	2015-2023; potentially ongoing	Evaluate opportunities to improve the City's energy efficiency and conservation during substantial remodel projects and construction of new City facilities. Continue to make necessary improvements to maintain Capitola's Green Business certification. Anticipated Implementation: present and ongoing
		Ensure that all City development projects serve as models of energy-efficient building design.		Evaluate opportunities to improve the City's energy efficiency and conservation during substantial remodel projects and construction of new City facilities. Anticipated Implementation: present and ongoing
		Conduct periodic energy audits of City facilities and include any feasible energy cost reduction measures in the annual budget.		Perform energy audits every 5-10 years and include necessary upgrades in the CIP budget. Anticipated Implementation: 2017-2018 and ongoing
		Prioritize the purchase of ENERGY STAR-rated appliances and computer equipment as new purchases become necessary.		Continue City practices to purchase low energy appliances and equipment. Anticipated Implementation: present and ongoing
WW-1	Water Conservation	Amend the Green Building Ordinance to require water use and efficiency measures identified as voluntary in the California Green Building Standards Code for new development and substantial remodels.	2015-2023	Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Amend the Green Building Ordinance to promote water conservation through standards for water-efficient fixtures and offsetting demand so that there is no net increase in imported water use. Include clear parameters for integrating water conservations infrastructure and technologies, including low-flush toilets and low-flow showerheads. As appropriate, partner with local water conservation companies on the development and implementation of this measure.		Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Develop a water efficiency retrofit ordinance to require water efficiency upgrades as a condition of issuing permits for renovations or additions. Work with local water purveyors to achieve consistent standards and review and approval procedures for implementation.		Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Continue to require water efficiency retrofits at point of sale for residential, commercial, and industrial properties.		Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Collaborate with the Soquel Creek Water District and Santa Cruz Water Department to enact conservation programs for commercial, industrial, and institutional (CII) accounts.		Partner with water districts to identify additional conservation programs and implement as appropriate. Anticipated Implementation: 2016-2018 and ongoing
		Partner with Central Coast Energy Services to integrate low-flow toilet and showerhead replacement services into their low-income housing retrofit services, and promote these services to homeowners.		Work with Central Coast Energy Services to provide program in Capitola. Conduct education/outreach, publicize through website and other outreach efforts. Anticipated Implementation: 2016-2018 and ongoing
		In collaboration with the Soquel Creek Water District and Santa Cruz Water Department, promote water audit programs that offer free water audits to residential and commercial customers.		Include water conservation info and programs on City website sustainability page. Anticipated Implementation: 2016-2017
		Conduct marketing and outreach to promote water conservation rebates provided by the Soquel Creek Water District and Santa Cruz Water Department.		Include water conservation info and programs on City website sustainability page. Anticipated Implementation: 2016-2017
		Amend the Green Building Ordinance to promote water conservation through standards for watering timing and water-efficient irrigation equipment. As appropriate, partner with local water conservation companies on the development and implementation of this measure.		Standards to be included in amended green building guidelines. Anticipated Implementation: 2016

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		Review and update the City’s Water-Efficient Landscaping Ordinance with improved conservation programs and incentives for non-residential customers that are consistent with the Tier 1 water conservation standards of Title 24.		Water-efficient landscaping ordinance to be updated in conjunction with zoning code update. Standards to be included in zoning code and/or green building guidelines. Anticipated Implementation: 2016
		Implement incentives for the use of drought-tolerant landscaping and recycled water for landscape irrigation		Continue free permitting incentives for grey water systems and continue to require/encourage drought-tolerant plantings. Anticipated Implementation: present and ongoing
WW-2	Water Recycling and Rainwater Catchment	Investigate the feasibility of adding new California grey water building/plumbing codes into the Green Building Ordinance.	2015-2034; potentially ongoing	Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Adopt a residential rainwater collection policy and update the Zoning Code as needed to support permitting and regulation of residential rainwater systems.		Standards to be included in the zoning code update. Anticipated Implementation: 2016
		Investigate emerging technologies that reuse water within residential and commercial buildings and make that information available to the public via the City’s website and/or brochures.		Research new technologies, conduct education/outreach, and promote via City's website sustainability page. Anticipated Implementation: 2016-2017 and ongoing
		Pursue funding sources to provide rebates and reduce permit fees for cisterns.		Identify potential funding sources, including grants, green building funds, etc. Anticipated Implementation: 2018-2020
		Provide outreach support for water-efficient landscaping programs, classes, and businesses.		Develop and implement a comprehensive sustainability education/outreach initiative. Anticipated Implementation: 2016-2017
WW-3	Municipal Water Use	Establish an ultra-low water use policy for City buildings and operations, and provide mechanisms to achieve policy goals.	2015-2034; potentially ongoing	Develop policy for City Council consideration. Anticipated Implementation: 2017-2019
		Work with water service providers to develop and implement a reclaimed (recycled) water distribution system (purple pipe) for landscaping and other non-potable water uses for domestic, commercial, and industrial consumers.		Support efforts to develop recycled water infrastructure. Anticipated Implementation: TBD depending on service provider plans and funding.

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SW-1	Community-Wide Solid Waste Diversion and Recycling	Work with Green Waste Recovery to reduce community per capita solid waste disposal by 75 percent by 2020. Implement the following sub-measures in support of this goal:	2015-2020; potentially ongoing	Continue to work with Green Waste to identify ways to comply with State mandates for 75% solid waste reduction goals. Anticipated Implementation: 2020
		Conduct a study to consider providing financial incentives to households and businesses to reduce the volume of solid waste sent to the landfill. Based on the results of this study, undertake such incentives, as appropriate.		Coordinate with Green Waste to determine if additional information would be beneficial. If so, partner with Green Waste and other local jurisdictions to develop and complete a study. Anticipated Implementation: 2018-2020
		Partner with PG&E to establish an end-of-life requirement for appliance disposal. Establish a protocol per US EPA’s Responsible Appliance Disposal Program.		Work with PG&E to develop and implement program. Anticipated Implementation: 2018-2020
		Revise the Recycling Ordinance to require at least 50 percent diversion of non-hazardous construction waste from disposal, as required by the California Green Building Code.		Standards to be included in amended green building guidelines or municipal code. Anticipated Implementation: 2016-2018
		Amend the Green Building Ordinance to encourage building designs that minimize waste and consumption in construction projects.		Standards to be included in amended green building guidelines. Anticipated Implementation: 2016
		Retain Zoning Code requirements for all new and significant redevelopments/remodels of existing multi-family developments, including those with fewer than five units, to provide recycling areas for their residents.		Requirement to be retaining in updated zoning code. Anticipated Implementation: 2016
		Work with Green Waste Recovery to improve recycling collection services in the Village and in commercial areas.		Continue to encourage Green Waste to improve recycling collection services. Anticipated Implementation: present and ongoing.
		Amend the Municipal Code to require recycling at all public events that require a City permit.		Prepare draft ordinance amendment for City Council consideration. Anticipated Implementation: 2017-2019
		Encourage the use of recycled asphalt pavement (RAP) for commercial and community parking lots.		Standards to be included in amended green building guidelines or municipal code. Anticipated Implementation: 2016-2018
		Encourage the use of reusable, returnable, recyclable, and repairable goods through incentives, educational displays, and activities.		Provide information about opportunities and benefits on City website sustainability page. Consider incentive program(s) and identify funding sources. Anticipated Implementation: 2017-2019
Encourage the reduction of waste and consumption from household and business activities in Capitola through public outreach and education activities.	Include in sustainability education/outreach initiatives. Anticipated Implementation: 2016-2017			
Support recycling and compost efforts at City schools by providing information and educational materials.	Conduct education/outreach efforts with City schools, including administrators, educators, and parents. Anticipated Implementation: 2016-2017			
SW-2	Community-Wide Food Waste Reduction	Continue the City's Food Waste Reduction Program and policies related to green waste diversion to keep food and green waste out of the landfill.	2015-2020; potentially ongoing	Continue to promote food waste reduction efforts. Work with GreenWaste to explore options to provide curbside food waste collection, composter rebates and/or giveaways. Explore opportunities with landfill operators to develop a food waste to energy (e.g., anaerobic digestion) system. Anticipated Implementation: present and ongoing work with Green Waste and landfill operators.
OS-1	Community Gardens and Locally-Sourced Food	Identify and inventory potential community garden and urban farm sites on parks, public easements, PG&E easements, and rights-of-way, and develop a program to establish community gardens in appropriate locations.	2015-2020; potentially ongoing	Identify and inventory candidate sites and potential partners to develop community gardens and food forests. Anticipated Implementation: 2016-2018
		Encourage significant new residential developments over 50 units to include space that can be used to grow food.		Standards to be included in updated zoning code. Anticipated Implementation: 2016
		Establish a process through which a neighborhood can propose and adopt a site as a community garden.		Develop standards for residents to establish a community garden. Consider a City policy to codify standards. Anticipated Implementation: 2016-2018
		Work with schools to develop opportunities for creating additional community gardens on their campuses.		Identify and inventory candidate sites and potential partners to develop community gardens and food forests. Anticipated Implementation: 2016-2018

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		As part of the Zoning Ordinance Update, identify and address barriers to urban farming and produce sales directly from farmers to consumers.		Standards to be included in updated zoning code. Anticipated Implementation: 2016
		Promote food grown locally in Capitola through marketing, outreach, and by providing locally grown and prepared food at City events, helping to reduce the transportation needs for food distribution while boosting the local economy.		Encourage vendors at City events to provide locally grown and prepared food. Consider incentives for vendors who provide locally grown/prepared food. Promote businesses through City website and other materials disseminated through education/outreach activities. Anticipated Implementation: 2016-2018
		Encourage neighborhood grocery stores, farmers markets, and food assistance programs to increase their use of locally-grown and prepared goods.		Engage in education/outreach with grocery stores. Encourage reestablishment of a farmer's market. Anticipated Implementation: 2016-2018
		Encourage institutions, such as schools, government agencies, and businesses to serve foods produced locally and in the region.		Include in education and awareness initiatives. Anticipated Implementation: 2016-2017
OS-2	Urban Forests	Increase and enhance open space and urban forests and support community tree plantings	2015-2020; potentially ongoing	Identify and inventory candidate sites and potential partners to develop community gardens, food forests, and community tree plantings. Anticipated Implementation: 2016-2018
IMP-1	Comprehensive Climate Change Efforts	Participate fully in local, regional, State, and federal efforts to reduce GHG emissions and mitigate the impacts resulting from climate change, including through the following sub-measures:	2015-2035; potentially ongoing	Community Development Department staff to actively engage in climate change initiatives. Anticipated Implementation: present and ongoing
		Support ongoing public efforts to increase climate change awareness, action, and advocacy.		Community Development Department staff to monitor local climate change efforts, partner with other agencies, and actively pursue new and innovative strategies to increase sustainability. Anticipated Implementation: present and ongoing
		Support the coordination and promotion of films, events, speakers, and forums related to climate change.		Consider hosting events and forums intended to educate the public about climate change. Anticipated Implementation: 2016-2018 and ongoing
		Advocate for effective State and federal policies and lead by example through reporting of local reduction success.		Prepare progress reports during regular 5-year updates and support legislation which addresses climate change. Anticipated Implementation: 2020 and every 5 years thereafter.
		Explore opportunities to engage high school students in reducing their personal GHG emissions as well as becoming leaders in communitywide GHG reductions.		Conduct education/outreach efforts with City schools, including administrators, educators, and parents. Anticipated Implementation: 2016-2017
		Partner with regional municipalities to establish funding to support GHG reduction efforts.		Continue participation in the Santa Cruz County Climate Action Compact and coordinate with the Center for Ocean Solutions to support efforts to obtain funding for local and regional initiatives. Anticipated Implementation: present and ongoing
IMP-2	Climate Action Plan Implementation and Maintenance	Coordinate implementation and ongoing implementation of the Climate Action Plan through 2035, including through the following sub-measures:	2020-2035; potentially ongoing	Implement the Climate Action Plan. Anticipated Implementation: 2015 and ongoing
		Conduct periodic reviews and revisions of the Climate Action Plan.		Complete regular updates of the CAP every 5 years. Anticipated Implementation: 2020 and every 5 years thereafter.
		Conduct GHG emissions inventories at least every five years, in partnership with regional municipalities, AMBAG, and PG&E.		Coordinate with AMBAG to complete emissions inventories. Anticipated Implementation: 2020 and every 5 years thereafter.
		Establish a process for reporting on GHG emissions within appropriate Council reports to evaluate and analyze how actions support or are consistent with the City's GHG reduction goals.		reports, budget reports, city website, or other effective means. Anticipated Implementation: 2020 and every 5 years thereafter.
		Integrate City departments' operational implementation of the Climate Action Plan through coordination with staff of all relevant City programs and by assigning a staff person to serve as the City's Climate Action Coordinator.		Community Development staff will lead City coordination efforts. Anticipated Implementation: 2015 and ongoing
		Quantify and report on the effectiveness of the implementation of the Climate Action Plan and make the information available to City Council, all City departments, partners, and the public.		Provide reports with regular CAP updates. Report progress through General Plan reports, budget reports, city website, or other effective means. Anticipated Implementation: 2020 and every 5 years thereafter.



CITY COUNCIL AGENDA REPORT

MEETING OF MAY 28, 2015

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: DRAFT CLIMATE ACTION PLAN – AUTHORIZATION TO INITIATE PUBLIC REVIEW

RECOMMENDED ACTION: Receive presentation and authorize staff to initiate public review.

BACKGROUND: Over the past decade, the State of California has passed several executive and legislative acts aimed at improving air quality and mitigating the causes of climate change. Notably, Assembly Bill 32, the California Global Warming Solutions Act of 2006, mandates that statewide greenhouse gas (GHG) emissions be reduced to 1990 levels by the year 2020. Senate Bill 375 and Executive Order S-3-05 also require state and local actions to reduce GHG emissions.

Independent of State legislation, the City of Capitola and its residents have long been recognized as leaders in environmental and sustainability issues. The City's enduring commitment to environmental stewardship is a prominent theme in the recently adopted General Plan Update, which was based in part on the guiding principle to: *Embrace environmental sustainability as a foundation for Capitola's way of life. Protect and enhance all natural resources – including the beaches, creeks, ocean, and lagoon – that contribute to Capitola's unique identity and scenic beauty. Reduce greenhouse gas emissions and prepare for the effects of global climate change, including increased flooding and coastal erosion caused by sea-level rise.*

The Capitola General Plan includes numerous goals and policies intended to promote resource conservation; greater water and energy efficiency; green building practices; waste reduction; and alternative modes of transportation – all of which contribute to a reduction in greenhouse gas (GHG) emissions responsible for climate change. The certified General Plan Update Environmental Impact Report (EIR) also includes mitigation measure GHG-1 which requires the City to prepare a Climate Action Plan within 18 months of adopting the General Plan Update.

DISCUSSION: The proposed Climate Action Plan (CAP) provides a roadmap for the City to combat local sources of climate change by providing a menu of actions which reduce GHG emissions. Once adopted and implemented, the CAP would fulfill several General Plan goals and bring the City into conformance with AB 32, Senate Bill 375, and Executive Order S-3-05.

CAPs are implementation plans used by over 400 California cities and counties to outline local strategies to reduce GHG emissions. CAPs typically consist of an inventory of existing GHG emissions, a forecast of future GHG emissions, identification of GHG reduction targets, and a list of GHG reduction measures necessary to achieve identified reduction targets. The draft Capitola CAP follows this model. A summary of each section is presented below.

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Existing GHG Emissions Inventory

GHG emissions are generated by a number of human activities, including transportation, energy use, transport and treatment of water/wastewater, and solid waste disposal. According to its 2010 baseline GHG inventory prepared by AMBAG, Capitola generated approximately 88,091 metric tons of carbon dioxide equivalent (MTCO₂e) emissions. Capitola's primary source of GHG emissions is transportation, which accounts for approximately 65% of the City's overall emission inventory, followed by energy use at 33%, solid waste at 2% and water/wastewater treatment and distribution at less than 1%.

SOURCE/ACTIVITY	2010 BASELINE GHG INVENTORY	TOTAL EMISSION %
Transportation and Mobile Sources	57,123	64.8%
Energy Consumption	28,825	32.7%
Solid Waste	1,476	1.7%
Water and Wastewater Treatment	667	0.8%
TOTALS	88,091	100%

Forecast of Future GHG Emissions

The CAP includes a "business as usual" forecast and an "adjusted business as usual" forecast. The business as usual forecast assumes a scenario in which there are no federal, state, or local actions taken to reduce GHG emissions. The adjusted business as usual forecast accounts for existing state and federal emission reduction initiatives, but assumes Capitola takes no local actions.

Under the business as usual forecast, Capitola's GHG emissions would increase by approximately 2% by 2020 and 4% by 2035. The adjusted business as usual forecast projects an approximately 12% reduction in 2020 and a 22% reduction by 2035.

SCENARIO	GHG EMISSIONS MTCO ₂ e	% CHANGE
2010 Baseline	88,091	--
Business as Usual 2020	89,812	2%
Business as Usual 2035	91,743	4%
Adjusted Business as Usual 2020	77,789	-12%
Adjusted Business as Usual 2035	68,980	-22%

Capitola Reduction Targets

The proposed CAP sets a 4.9% GHG emissions reduction target by 2020. The 4.9% target was established by using the 2014 updated statewide GHG emissions inventory prepared by the California Air Resources Board (CARB) which estimated that California would need to achieve a 4.9% GHG reduction by 2020 to comply with AB 32.

The CAP also includes an interim 2035 target and a long range 2050 target as mandated by Executive Order S-3-05. The 2035 target is to reduce GHG emissions by 42.9 percent below Capitola's 2010 baseline, while the 2050 target represents an 81% reduction.

YEAR	REDUCTION TARGET	PROJECTED REDUCTION	DELTA
2020	4.9%	18%	13.1%
2035	42.9%	40.4%	- 2.5%
2050	81.0%	39.3%	- 41.7%

While the CAP demonstrates the City can exceed its 2020 reduction target and substantially meet its 2035 interim target, the 2050 target is presently unattainable for Capitola, as well as the vast majority of California jurisdictions without transformational technology advancements.

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Proposed GHG Reduction Measures

The City's proposed GHG reduction measures serve as the backbone of the CAP and are presented in chapters 6 and 7. The proposed reduction measures are based on measures presented to the General Plan Advisory Committee (GPAC) on January 16, 2013, and the Commission on the Environment (COE) in September 2014 and April 2015. The GPAC recommended focusing on education and incentives, rather than regulatory mandates, and to particularly avoid measures which increase costs to property owners when selling or renovating homes and businesses. The COE indicated a preference for more mandatory measures, including point-of-sale energy efficiency audit and retrofit requirements for new and existing residential and commercial buildings.

The draft CAP has been prepared with a focus on voluntary and incentive based programs; however, in order to show quantifiable GHG reductions, some regulatory measures were needed and are included in the draft CAP. The draft CAP does not currently include point-of-sale energy efficiency retrofit requirements. A comprehensive list of proposed reduction measures is included as Attachment 2.

Proposed reduction measures are divided into six categories which are shown in the following table along with corresponding local GHG reduction projections (reductions achieved through federal and state actions are not included).

REDUCTION MEASURE	2020 REDUCTION (MTCO ₂ e)	2035 REDUCTION (MTCO ₂ e)
Vehicle Miles Travelled (transportation)	2,972	7,996
Residential and Non-Residential Energy	2,078	8,532
Water and Wastewater	67	1
Solid Waste	922	922
Parks, Open Space, and Agriculture	<i>No Measurable Reductions</i>	
Action and Implementation	<i>No Measurable Reductions</i>	
TOTAL	6,039	17,451

It's important to note that implementation of the proposed reduction measures would enable the City to significantly exceed its mandatory 2020 reduction target. Consequently, the City is not obligated to implement every reduction measure listed in the draft CAP. In this regard, the CAP provides a menu of reduction measures which provides the City with flexibility to implement select measures based on GHG reduction potential and cost considerations.

Next Steps

If authorized by the City Council, staff will release the draft CAP and associated CEQA document for a 30 day public review and comment period. At the conclusion of public review, staff will draft responses to all comments received and revise the CAP accordingly. The CAP will then be presented to the Planning Commission for a recommendation and the City Council for potential adoption.

FISCAL IMPACT: The Climate Action Plan contains numerous action items, which if adopted, would individually and collectively require funding to implement. The actual cost to implement the CAP action items is difficult to estimate given its 20+ year planning horizon. However, implementation of GHG reduction measures will require City investment of staff resources and funding. Many of the reduction measures, such as improving pedestrian and bicycle facilities, will require future commitments of capital improvement funds. Staff intends to include these

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measures in the annual Capital Improvement Project list for the City Council to consider during annual budget deliberations. Staff believes it can implement the proposed action items as presently outlined in the CAP with existing staff levels. No additional funding is currently requested.

ATTACHMENTS

1. The Draft Climate Action Plan is available online at:
http://www.cityofcapitola.org/sites/default/files/fileattachments/community_development/page/1463/preliminary_draft_climate_action_plan.pdf
2. Proposed GHG Reduction Measures.

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