City of Capitola Agenda

Mayor: Yvette Brooks

Vice Mayor: Sam Storey

Council Members: Margaux Keiser

Jacques Bertrand

Kristen Petersen



CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, FEBRUARY 11, 2021

7 PM

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Kristen Petersen, Jacques Bertrand, Margaux Keiser, Sam Storey, and Mayor Yvette Brooks

2. PRESENTATIONS

Presentations are limited to eight minutes.

- A. Introduce New Employee Senior Mechanic Gabe Cuzick
- B. Presentation of Capitola Police Department Officer of the Year Award

3. ADDITIONAL MATERIALS

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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA February 11, 2021

4. ADDITIONS AND DELETIONS TO AGENDA

5. PUBLIC COMMENTS

Please review the Notice of Remote Access for instructions.

6. CITY COUNCIL / STAFF COMMENTS

City Council Members/Staff may comment on matters of a general nature or identify issues for staff response or future council consideration. No individual shall speak for more than two minutes.

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 City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government.

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

- A. Consider the January 28, 2021, City Council Regular Meeting Minutes <u>RECOMMENDED ACTION</u>: Approve minutes.
- B. Planning Commission Action Minutes RECOMMENDED ACTION: Receive minutes.
- C. Approval of City Check Registers Dated January 8, January 15, January 22 and January 29.
 <u>RECOMMENDED ACTION</u>: Approve check registers.
- D. Amend the Conflict of Interest Code to Reflect Current Organizational Structure RECOMMENDED ACTION: Approve resolution.
- E. Receive Update on Pandemic Response <u>RECOMMENDED ACTION</u>: Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

A. Capitola Historical Museum 2020 Annual Report RECOMMENDED ACTION: Receive report.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA February 11, 2021

- B. Local Early Action Planning Grant Update and Affordable Housing Nexus Study Contract
 - RECOMMENDATION: That the City Council:
- 1. Receive an update on the City's Local Early Action Planning (LEAP) Grant Projects.
- 2. Authorize the City Manager to enter an agreement with Economic and Planning Systems, Inc in the amount of \$40,890 for the LEAP grant project to prepare a residential nexus study and a housing fee feasibility analysis.
- 3. Approve a resolution to amend the City budget to include the \$65,000 grant award.
- C. Receive a Presentation on the Rispin Park Project and Approve a Resolution Authorizing the Public Works Department to Submit a Grant Application to California State Parks

<u>RECOMMENDED ACTION</u>: Approve the proposed conceptual plan for the Rispin Park Project and adopt the proposed resolution authorizing the submission of an application to California State Parks for Proposition 68 Park Development Funds with awarded funds to be used for the project.

9. ADJOURNMENT

NOTICE OF REMOTE ACCESS

In accordance with the current Santa Cruz County Health Order outlining social distancing requirements and Executive Order N-29-20 from the Executive Department of the State of California, the City Council meeting is not physically open to the public and in person attendance cannot be accommodated.

To watch:

- Online http://capitolaca.igm2.com/Citizens/Default.aspx
- Spectrum Cable Television channel 8

To join Zoom:

- Join the Zoom Meeting with the following link: https://us02web.zoom.us/j/85476122641?pwd=aXN0MitHMVMyUU9wTkZ3bS96LzVxZz09
- If prompted for a passcode, enter **517808**
- **-OR-** With a landline or mobile phone, call one of the following numbers:
 - o 1 669 900 6833
 - 1 408 638 0968
 - 1 346 248 7799
- Enter the meeting ID number: 854 7612 2641
- When prompted for a Participant ID, press #

To submit public comment:

When submitting public comment, one comment (via phone **or** email, not both), per person, per item is allowed. If you send more than one email about the same item, the last received will be read.

- 1. Zoom Meeting (Via Computer or Phone) Link:
 - A. IF USING COMPUTER:
 - § Use participant option to "raise hand" during the public comment period for the item you wish to speak on. Once unmuted, you will have up to 3 minutes to speak
 - A. IF CALLED IN OVER THE PHONE:

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA February 11, 2021

§ Press *9 on your phone to "raise your hand" when the mayor calls for public comment. Once unmuted, you will have up to 3 minutes to speak

1. Send Email:

- A. During the meeting, send comments via email to publiccomment@ci.capitola.ca.us
 - § Emailed comments on items will be accepted after the start of the meeting until the Mayor announces that public comment for that item is closed.
 - § Emailed comments should be a maximum of 450 words, which corresponds to approximately 3 minutes of speaking time.
 - § Each emailed comment will be read aloud for up to three minutes and/or displayed on a screen.
 - § Emails received by <u>publiccomment@ci.capitola.ca.us</u> outside of the comment period outlined above will not be included in the record.

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

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

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City's website: www.cityofcapitola.org and at Capitola City Hall 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 Agendas/Videos**." Archived meetings can be viewed from the website at any time.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: Public Works Department

SUBJECT: Introduce New Employee Senior Mechanic Gabe Cuzick

<u>BACKGROUND/DISCUSSION</u>: The Public Works Department is happy to introduce new Senior Mechanic Gabe Cuzick.

2/5/2021

Report Prepared By: Steve Jesberg

Public Works Director

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

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CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: Capitola Police Department

SUBJECT: Presentation of Capitola Police Department Officer of the Year Award

<u>BACKGROUND/DISCUSSION</u>: Each year, several members of the Police Department are nominated for the prestigious Herb Ross Award, which honors and recognizes one individual for his/her work performance and contributions to the community. The supervisory group is tasked with reviewing all nominations and selecting the honoree.

The Capitola Police Department is proud to announce Detective Brantly Sandretti as the recipient of the 2020 Herb Ross Officer of the Year Award. Detective Sandretti is truly the definition of a "home-grown" employee in the City of Capitola. Brantly began his law enforcement career by joining the ranks of the Capitola Police Explorer Program in 2009. Since that pivotal year, he has worked in the following assignments;

- 2011-2013 Parking Enforcement Officer
- · 2013-2015 Community Service Officer
- · 2015-2018 Police Officer
- 2018-current Police Detective

Detective Sandretti has always maintained an approachable, calm demeanor and a very strong work ethic. During this past year, Detective Sandretti has significantly complemented the Department's Criminal Investigation Unit (CIU) by taking a leadership role within the unit. Brantly's CIU responsibilities include case management and follow-up, crime trend analysis, response to incidents requiring specialized training, and crime scene management and processing. Brantly has investigated complex cases involving property crimes, financial crimes, sexual assault, and violent crime against individuals. Detective Sandretti has used his experience and expertise to successfully prosecute many cases through his methodical work with the District Attorney's Office.

In addition to his current assignment, Brantly has the following ancillary duties; Police Explorer Advisor, Firearms Instructor, Less-Lethal Instructor, and Field Training Officer (FTO). In 2016, Detective Sandretti was voted by his peers to represent them as Vice President of the Capitola Police Officers' Association.

Detective Sandretti is an asset to this community and the City of Capitola. It is a great honor to present Detective Sandretti with this recognition and award for his outstanding service to the citizens of Capitola.

Presentation- CPD Officer of the Year February 11, 2021

Report Prepared By: Terry McManus Police Chief

2/5/2021

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

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CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: City Manager Department

SUBJECT: Consider the January 28, 2021, City Council Regular Meeting Minutes

RECOMMENDED ACTION: Approve minutes.

<u>DISCUSSION</u>: Attached for Council review and approval are the minutes of the regular meeting on November 24, 2020.

ATTACHMENTS:

1. 1-28-2021 draft

Report Prepared By: Chloe Woodmansee

City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager 2/5/2021

DRAFT CAPITOLA CITY COUNCIL REGULAR MEETING ACTION MINUTES THURSDAY, JANUARY 28, 2021 - 7 PM

CALL TO ORDER AND ROLL CALL

Mayor Brooks called the meeting to order at 6 p.m.

Council Member Margaux Keiser: Remote, Council Member Jacques Bertrand: Remote, Vice Mayor Sam Storey: Remote, Council Member Kristen Petersen: Remote, Mayor Yvette Brooks: Remote.

No members of the public were present, and the Council adjourned to the virtual meeting with the following items to be discussed in Closed Session:

CONFERENCE WITH LABOR NEGOTIATORS (Gov't Code § 54957.6)

A. Negotiators: Jamie Goldstein, Larry Laurent, Samantha Zutler
 Employee Organizations: (1) Association of Capitola Employees; (2) Police Captains;
 3) Mid-Management Group; (4) Department Heads; (5) Confidential Employees; (6)
 Capitola Police Officers Association

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

- 1. PLEDGE OF ALLEGIANCE
- 2. PRESENTATIONS
 - A. Introduce New Employee Senior Mechanic Gabe Cuzick item continued
 - B. Introduce New Employee Deputy City Clerk Edna Basa
- 3. REPORT ON CLOSED SESSION no action taken
- 4. ADDITIONAL MATERIALS two materials regarding Item 9.B
- 5. ADDITIONS AND DELETIONS TO AGENDA none
- 6. PUBLIC COMMENTS

Raymon Cancino (Community Bridges) invited Council and the community to a COVID-19 vaccination forum, organized with Spanish speakers in mind, on February 23.

7. CITY COUNCIL / STAFF COMMENTS

Public Works Director Jesberg said that Soquel Creek opened at midnight on Tuesday and is currently at 1700 cubic feet. There has been some localized flooding, but responsive crews have ensured there is no damage.

Clerk Woodmansee announced a minor correction in the January 11, 2021, minutes for approval on this

evening's agenda.

City Manager Goldstein clarified that in Item 8.D, the Wharf House's rent will not be waived for all of February, as the Stay Home Order was lifted prior to that month.

Council Petersen thanked Public Works staff for their work during the recent storms.

Future Items:

- 1) Address the full Village garbage cans (Mayor Brooks)
- 2) Prior to Council once again discussing outdoor dining encroachment permits in May, ask the BIA to survey businesses regarding how outdoor dining has impacted restaurants (Mayor Brooks)
- 3) Schedule time for Council to prioritize budget goals prior to budget adoption hearings (Mayor Brooks)

8. CONSENT CALENDAR

MOTION: APPROVE AS RECOMMENDED

RESULT: ADOPTED [UNANIMOUS]

MOVER: Jacques Bertrand, Council Member

SECONDER: Sam Storey, Vice Mayor

AYES: Bertrand, Petersen, Storey, Brooks, Keiser

 A. Approval of Successor Agency Check Register January 1 - December 31, 2020[780-30]

<u>RECOMMENDED ACTION</u>: Acting as the City Council and Successor Agency, approve the 2020 Successor Agency check register.

- B. Consider Approval of the Recognized Obligation Payment Schedule for July 1, 2021, to June 30, 2022 (ROPS 21-22)[780-30]
 <u>RECOMMENDED ACTION</u>: Acting as the City Council and Successor Agency, approve the Recognized Obligation Payment Schedule.
- C. Consider the January 14, 2021, City Council Regular Meeting Minutes <u>RECOMMENDED ACTION</u>: Approve minutes.
- D. Wharf House Lease 3rd Amendment <u>RECOMMENDED ACTION</u>: Approve the third Amendment to the Wharf House restaurant lease.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Receive Update on Pandemic Response and a Presentation from Director of Santa Cruz County Health Services Agency Mimi Hall <u>RECOMMENDED ACTION</u>: 1) Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action; and 2) Receive presentation on COVID-19 Pandemic in Santa Cruz County from Director of Santa Cruz County Health Services Agency, Mimi Hall.

Mimi Hall, Santa Cruz County's Health Services Agency (HSA) Director, presented on the COVID-19 pandemic's impact locally and in the greater area.

Council Member Keiser asked if the COVID-19 vaccines cause symptoms in recipients like the flu vaccine. Director Hall responded that vaccines sometimes illicit symptoms of infection (an immune response) which means the vaccine is working, not that one has been infected.

In response to a question, Director Hall said that different cultures and populations have different relationships with vaccinations and that the HSA is addressing this through outreach and education, to ensure the community is served as a whole.

Council Member Bertrand asked where ICU beds are located locally; Director Hall responded that in-patient care is available at Dominican Hospital and Watsonville Community Hospital, and additionally Palo Alto Medical Foundation (Sutter Maternity) was recently used as a surge site. She emphasized that plenty of hospital beds but with limited health care workers the extra beds are of little use. Keeping the health care workforce healthy and intact is a priority. Council Member Bertrand confirmed that the vaccine will protect recipients from the severity of the virus' impact, not catching/spreading the virus.

There was no public comment.

MOTION: MAKE DETERMINATION AND RECEIVE REPORT

RESULT: ADOPTED [UNANIMOUS]

MOVER: Kristen Petersen, Council Member SECONDER: Margaux Keiser, Council Member

AYES: Bertrand, Petersen, Storey, Brooks, Keiser

B. Consider Extending the Partnership with Santa Cruz County Parks for the Capitola Recreation Out-of-School Time Program

<u>RECOMMENDED ACTION</u>: Authorize the City Manager to amend the current Memorandum of Understanding (MOU) with Santa Cruz County Parks to collect revenue and reimburse Capitola for up to \$120,000 for Capitola Recreation's Out-of-School Time (OST) program, for the remaining school year; and adopt the proposed resolution approving the recommended budget amendment.

Recreation Supervisor Bryant-LeBlond presented the staff report and Director Malberg explained the proposed budget amendment.

There was no public comment.

MOTION: AUTHORIZE THE CITY MANAGER TO AMEND THE MOU WITH SANTA

CRUZ COUNTY PARKS AND ADOPT THE PROPOSED RESOLUTION

AMENDING THE BUDGET

RESULT: ADOPTED [UNANIMOUS]
MOVER: Sam Storey, Vice Mayor

SECONDER: Jacques Bertrand, Council Member **AYES:** Bertrand, Petersen, Storey, Brooks, Keiser

C. Receive Presentation on Recommended Uses for the Second Round of Community Development Block Grant - Coronavirus Relief Funding

RECOMMENDED ACTION: Accept staff presentation on the Community Development Block Grant Coronavirus Response- Round 2 (CDBG-CV2) notice of funding availability up to \$320,261 of grant funds for COVID-19 related relief programs, take public input, discuss allocations for round two, and direct staff to

return with a resolution in preparation for an application.

Director Herlihy presented the staff report.

Vice-Mayor Storey asked if Lift Line would be a new grant recipient. Director Herlihy replied that Lift Line had been a recipient in Round 1 of the CDBG funding, and they remain eligible. The Vice-Mayor asked if they could receive funding without disrupting Staff's recommended allocations. Director Herlihy was unsure how Community Bridges would choose to allocate the \$15,000 between their two programs, Meals on Wheels and Lift Line, but emphasized that Community Bridges would receive funding.

Council Member Bertrand asked qualifications for receiving funding and if Round 1 recipients were asked how funds were used. Director Herlihy replied that the qualifications are meeting HUD's three requirements. Council Member Bertrand asked if a business's new operations due to COVID-19 were qualified for grant funding. Director Herlihy replied that this will be discussed at the next ad-hoc meeting.

Mayor Brooks asked for clarification on the funding timeline. Director Herlihy replied that Round 1 had covered 12 months, and that spending can be backdated to qualify past expenses. Round 2 covers the next 24 months. The Mayor asked if additional funding resources were anticipated by staff for the same period; Director Herlihy said that funds are now being offered by different sources such as the State's Treasury rather than HUD.

Council Member Bertrand asked if staff is working with the Chamber of Commerce. Director Herlihy said that the Chamber is on the Business Recovery Task Force, and that the Small Business group at Cabrillo has been involved in the CDBG Funds ad-hoc committee.

In public comment, Lisa Burkawitz (Meals on Wheels) and Kurt Vance (Lift Line) both thanked Council for the past CDBG funding and gave brief overviews of what their programs offer those in need.

Ray Cancino (Community Bridges) asked that further CDBG funding not be used for business development and instead focus solely on programs serving low income and under-served community members.

Council Member Petersen thanked members of the public for commenting and explained that the ad-hoc committee was designed to analyze and determine where CDBG funds should be allocated to best help the community and that much effort was put into these decisions; she asked Council not to take away funding from local business development.

Vice-Mayor Storey thanked the public and the members of the ad-hoc committee. He asked staff what happens if the full allotment of money cannot be used by the recipient; in that case can the remaining money be reallocated? Director Herlihy said yes.

Mayor Brooks asked Staff to look to additional CDBG grant and funding options, other than the specific coronavirus relief programs.

MOTION: ACCEPT STAFF PRESENTATION, SUPPORT STAFF

RECOMMENDATIONS FOR FUND ALLOCATIONS WITH THE EXPECTATION THAT FUNDS WILL BE RE-ALLOCATED IF THEY CANNOT BE USED BY ORGANIZATIONS FIRST DESIGNATED AS

GRANT RECIPIENTS BY THE CITY

RESULT: ADOPTED [UNANIMOUS]

MOVER: Sam Storey
SECONDER: Jacques Bertrand

AYES: Bertrand, Petersen, Storey, Brooks, Keiser

D. Consider a Resolution Accepting a Tobacco Grant

<u>RECOMMENDED ACTION:</u> Adopt a resolution accepting a California Department of Justice Tobacco Grant Funding of \$21,036 to support education, enforcement, and training and authorize amending the Fiscal Year 2020/21 general fund operating budget to increase revenues and expenditures by \$21,036; consider the formation of a Tobacco Grant focus group to assist with local youth education and outreach efforts.

Captain Dally presented a brief staff report.

There was no public comment.

Council Member Petersen announced that the American Lung Association now rates Capitola as a grade "B" City, an improvement from 2017 when the City received a "C" grade.

MOTION: ADOPT THE RESOLUTION ACCEPTING GRANT FUNDS; COUNCIL

MEMBER BERTRAND AND MAYOR BROOKS TO PARTICIPATE IN FOCUS GROUP REGARDING YOUTH EDUCATION AND OUTREACH IF

NEEDED/APPROPRIATE

RESULT: ADOPTED [UNANIMOUS]

MOVER: Kristen Petersen SECONDER: Jacques Bertrand

AYES: Bertrand, Petersen, Storey, Brooks, Keiser

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The meeting was closed at 8:52 pm.

ATTEST:	Yvette Brooks, Mayor
Chloé Woodmansee, City Clerk	



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: City Manager Department

SUBJECT: Planning Commission Action Minutes

RECOMMENDED ACTION: Receive minutes.

<u>DISCUSSION</u>: Attached for Council review are the action minutes of the December 3, 2020, and January 21, 2021, Planning Commission regular meetings.

ATTACHMENTS:

1. 12-3-20 Action

2. 1-21-2021 Action

Report Prepared By: Chloe Woodmansee

City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager 2/5/2021



ACTION MINUTES CAPITOLA PLANNING COMMISSION MEETING THURSDAY, DECEMBER 3, 2020 7 P.M. - CAPITOLA CITY COUNCIL CHAMBERS

- 1. ROLL CALL AND PLEDGE OF ALLEGIANCE
- 2. ORAL COMMUNICATIONS
 - A. Additions and Deletions to Agenda none
 - **B. Public Comments**
 - C. Commission Comments
 - D. Staff Comments none
- 3. APPROVAL OF MINUTES
 - Α. PLANNING COMMISSION - REGULAR MEETING - AUG 20, 2020 7:00 PM

MOTION: ADOPT THE MINUTES RESULT: ACCEPTED [3 TO 0] MOVER: TJ Welch, Mick Routh Newman, Welch, Routh AYES:

ABSTAIN: Wilk, Christiansen

B. Planning Commission - Regular Meeting - Sep 3, 2020 7:00 PM

MOTION: ADOPT THE MINUTES RESULT: ACCEPTED [UNANIMOUS] TJ Welch, Chairperson MOVER: SECONDER: Peter Wilk, Commissioner

AYES: Newman, Welch, Wilk, Routh, Christiansen

C. Planning Commission - Regular Meeting - Nov 5, 2020 7:00 PM

MOTION: **ADOPT THE MINUTES RESULT: ACCEPTED [UNANIMOUS]** TJ Welch, Chairperson MOVER: Peter Wilk, Commissioner SECONDER:

Newman, Welch, Wilk, Routh, Christiansen AYES:

4. CONSENT CALENDAR

A. 1515 Prospect Avenue #20-0379

APN: 034-045-12 Design Permit for first- and second-story additions to a nonconforming single-family residence, a new detached Accessory Dwelling Unit (approved ministerially), and a revocable encroachment permit for a wall in the public right-of-way located within the R-1 (Single-Family Residential) zoning district.

This project is in the Coastal Zone but does not require a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: Peter Shamshoian

Representative: Richard L. Emigh, Filed: 09.14.2020

MOTION: Approve the Design Permit, Revocable Encroachment Permit, and Coastal Development Permit.

RESULT: APPROVED [UNANIMOUS]

MOVER: TJ Welch, Chairperson

SECONDER: Mick Routh

AYES: Newman, Welch, Wilk, Routh, Christiansen

5. PUBLIC HEARINGS

A. 2110 41st Avenue #20-0460 APN: 034-221-16

Design Permit and Conditional Use Permit Amendment to modify the site layout and building design and add two new canopies with vacuum drops at Master Car Wash, a car washing facility located within the C-R (Regional Commercial) zoning district.

This project is outside of the Coastal Zone and does not require a Coastal Development

Environmental Determination: Categorical Exemption

Property Owner: David Karsan

Representative: Bill Kempf, Architect, Filed: 11.06.2020

MOTION: Approve the Design and Conditional Use Permit.

RESULT: **APPROVED [UNANIMOUS]** MOVER: Peter Wilk, Commissioner

SECONDER: Mick Routh

AYES: Newman, Welch, Wilk, Routh, Christiansen

B. Capitola Village Bollards #20-0398 APN: N/A

Coastal Development Permit for the installation of anchors for 15 removable bollards/security barriers at three priority intersections within Capitola Village located within the C-V (Central Village) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: City of Capitola

Representative: Kailash Mozumder, City of Capitola, Filed: 09.25.2020

MOTION: Approve the Coastal Development Permit.

Attachment: 12-3-20 Action (PC minutes)

RESULT: APPROVED [3 TO 0] MOVER: TJ Welch, Chairperson SECONDER: Courtney Christiansen AYES: Welch, Routh, Christiansen

RECUSED: Newman, Wilk

- 6. DIRECTOR'S REPORT
- 7. COMMISSION COMMUNICATIONS
- 8. ADJOURNMENT

Chloé Woodmansee, City Clerk

FINALIZED 1/21/2021



ACTION MINUTES CAPITOLA PLANNING COMMISSION MEETING Thursday, January 21, 2021 7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Commissioners Routh, Westman, Wilk and Chair Newman were remote. Commissioner Christiansen began participating remotely at 7:10PM.

2. NEW BUSINESS

- A. Swearing in of New Commissioner
- B. Nomination of Chair and Vice Chair

MOTION: Appoint Commissioner Mick Routh as Chair of the Planning Commission.

RESULT: ACCEPTED [4 TO 0]
MOVER: Susan Westman
SECONDER: Ed Newman

AYES: Ed Newman, Mick Routh, Susan Westman, Peter Wilk

ABSENT: Courtney Christiansen

MOTION: Appoint Commissioner Wilk as Vice Chair of the Planning Commission.

RESULT: ACCEPTED [4 TO 0]

MOVER: Mick Routh
SECONDER: Susan Westman

AYES: Ed Newman, Mick Routh, Susan Westman, Peter Wilk

ABSENT: Courtney Christiansen

C. Commission Appointments

1. Art & Cultural Commission

MOTION: Appoint Commissioner Christiansen as Commissioner to the Art & Cultural Commission.

RESULT: APPROVED [UNANIMOUS]

MOVER: Peter Wilk

SECONDER: Susan Westman

AYES: Courtney Christiansen, Ed Newman, Mick Routh, Susan Westman,

Peter Wilk

3. ORAL COMMUNICATIONS

- A. Additions and Deletions to Agenda
- **B. Public Comments**
- C. Commission Comments
- D. Staff Comments

4. APPROVAL OF MINUTES

A. Planning Commission - Regular Meeting - Dec 3, 2020 7:00 PM

MOTION: Approve the minutes.

RESULT: APPROVED [4 to 0]

MOVER: Ed Newman SECONDER: Peter Wilk

AYES: Courtney Christiansen, Ed Newman, Mick Routh, Peter Wilk

ABSTAINS: Susan Westman

5. CONSENT CALENDAR

A. 114A Stockton Avenue #20-0461 APN: 035-231-13

Design Permit for a residential lift for a mixed-use structure located within the C-V (Central Village) zoning district.

This project is in the Coastal Zone but does not require a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: Rickey Feldner

Representative: Frank Phanton, Architect, Filed: 11.09.2020

MOTION: Approve the design permit with a location exemption.

RESULT: APPROVED [3 to 0]
MOVER: Courtney Christiansen.

SECONDER: Susan Westman

AYES: Courtney Christiansen, Mick Routh, Susan Westman

RECUSED: Ed Newman, Peter Wilk

6. PUBLIC HEARINGS

A. 4630 Capitola Road #20-0500 APN: 034-031-28

Appeal of an administrative denial of a tree removal application located within the CR (Commercial Residential) zoning district.

This project is in the Coastal Zone but does not require a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: Mark Vincent

Representative: Mark Vincent, Filed: 12.02.20

MOTION: Uphold the appeal; approve the tree removal application with the condition of

replacing the removed tree with a single tree.

RESULT: APPROVED AS AMENDED [2 TO 1]

MOVER: Courtney Christiansen

SECONDER: Peter Wilk

AYES: Courtney Christiansen, Peter Wilk

NAYS: Susan Westman

RECUSED: Ed Newman, Mick Routh

7. DIRECTOR'S REPORT

8. COMMISSION COMMUNICATIONS

9. ADJOURNMENT

The meeting was adjourned at 7:53PM to the next regular meeting of the Planning Commission on February 4, 2021.

Edna Basa, Clerk to the Commission



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: Finance Department

SUBJECT: Approval of City Check Registers Dated January 8, January 15, January 22 and

January 29.

RECOMMENDED ACTION: Approve check registers.

Account: City I	Main			
Date	Starting Check #	Ending Check #	Payment Count	Amount
1/08/2021	97091	97185	105	\$ 933,970.69
1/15/2021	97186	97225	42	\$ 72,133.53
1/22/2021	97226	97266	46	\$ 141,627.88
1/29/2021	97267	97313	48	\$ 90,009.50

The main account check register dated December 18, 2020, ended with check #97090.

Account: Librar	ry			
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
1/08/2021	235	240	6	\$ 353,263.62
1/29/2021	241	243	3	\$ 536,833.83

The library account check register dated December 18, 2020, ended with check #234.

Account: Payro	oll			
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
1/01/2021	16068	16157	93	\$ 195,917.68
1/15/2021	16160	16256	97	\$ 155,617.68
1/29/2021	16257	16349	93	\$ 165,749.95

The payroll account check register dated December 18, 2020, ended with EFT #16067.

Following is a list of payments issued for more than \$10,000 and descriptions of the expenditures:

Check/ EFT	Issued to	Dept	Description	Amount
97107	Burke Williams & Sorensen	СМ	November legal services	\$ 14,490.45

		1	T	1
97118	Donald W. Alley	PW	Flume & Jetty biological monitoring, Soquel creek monitoring	\$ 10,415.07
97143	Moffatt and Nichol	PW	Wharf permitting, jetty & wharf construction support	\$ 17,513.42
97144	MBASIA	СМ	Workers' comp. and liability insurance	\$ 472,852.50
97164	Santa Cruz Regional 911	PD	Regional 911 operating contribution & SCRMS	\$ 125,162.75
1057	CalPERS Health	FN	January health insurance	\$ 55,701.42
1058	CalPERS Member Services	FN	PERS contributions PPE 12/12/20	\$ 46,258.97
1060	IRS	FN	Federal taxes & Medicare PPE 12/12/20	\$ 23,343.54
1062	VOYA Financial	FN	Employee 457 contributions PPE 12/12/20	\$ 10,731.44
1063	CalPERS Member Services	FN	PERS contributions PPE 12/26/20	\$ 46,971.52
238	John F. Otto Inc. Escrow	PW	November library retainer	\$ 12,389.13
239	One Workplace L. Ferrari	PW	Library furniture	\$ 100,140.85
240	Otto Construction Inc.	PW	November library construction	\$ 235,393.40
16159	IRS	FN	Federal taxes & Medicare PPE 12/26	\$ 28,438.08
97189	Anderson Pacific Engineering	PW	Park Ave. sidewalk remaining contract balance	\$ 18,999.99
97220	US Bank	FN	Pac Cove park facility lease	\$ 10,849.06
97247	PG&E	PW	Rispin utilities, Pac Cove parking utilities, facilities gas & electricity	\$ 14,537.25
1069	CalPERS Member Services	FN	PERS contributions PPE 1/9/21	\$ 52,372.37
1071	IRS	FN	Federal taxes & Medicare PPE 1/9/21	\$ 25,024.28
97306	Visit Santa Cruz County	FN	October – December tourism marketing district	\$ 47,937.43
242	John F. Otto Inc. Escrow	PW	December library retainer	\$ 26,697.82
243	Otto Construction Inc.	PW	December library construction	\$ 507,258.54

ATTACHMENTS:

- 1. 1-8-21 Check Register
- 2. 1-15-21 Check Register
- 3. 1-22-21 Check Register
- 4. 1-29-21 Check Register

Report Prepared By: Mark Sullivan

Senior Accountant

Approval of City Check Registers February 11, 2021

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

2/5/2021

City main account checks dated January 8, 2021, numbered 97091 to 97185, totaling \$735,530.24, 10 EFTs totaling \$198,440.45, 6 library checks for \$353,263.62, and 1 payroll check and 92 EFTs totaling \$195,917.68, for a grand total of \$1,483,151.99, have been reviewed and authorized for distribution by the City Manager.

As of January 8, 2021, the unaudited cash balance is \$3,773,827.03.

CASH POSITION - CITY OF CAPITOLA January 8, 2021

	12000	1/8/2021
General Fund	\$	(1,326,442.06)
Payroll Payables	\$	35,330.11
Contingency Reserve Fund	\$	2,061,345.66
Facilities Reserve Fund	\$	522,829.72
Capital Improvement Fund	\$	1,843,450.92
Stores Fund	\$	50,706.54
Information Technology Fund	\$	214,549.38
Equipment Replacement	\$	478,832.92
Self-Insurance Liability Fund	\$	(223, 173.23)
Workers' Comp. Ins. Fund	\$	27,656.54
Compensated Absences Fund	\$	88,740.53
TOTAL UNASSIGNED GENERAL FUNDS	\$	3,773,827.03

The <u>Emergency Reserve Fund</u> balance is \$1,374,205.54 (not included above). The <u>PERS Contingency Fund</u> balance is \$970,232.62 (not included above). The <u>Library Fund</u> balance is \$3,500,475.76 (not included above).

Jamie Goldstein, City Manager

Jim Malberg, City Treasurer

Date

Date

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97091	01/08/2021		- 200mpan		ADAMS ASHBY GROUP INC		\$875.00
	Invoice	Date	Description			Amount	
	3305	12/03/2020	General admin. for CV-1 g	rant		\$875.00	
			1350 - CDBG Grants				
97092	01/08/2021				ADT SECURITY SERVICES INC.		\$213.46
	Invoice	Date	Description			Amount	
	ADT122920	12/29/2020	Corp. yard & museum AD1	monitoring		\$213.46	
97093	01/08/2021	5	6		AFLAC		\$1,241.18
	Invoice	Date	Description			Amount	
	778329	12/23/2020	December supplemental in 1001 - Payroli	isurance		\$1,241.18	
97094	01/08/2021				ALBERT GONZALEZ		\$1,698.85
	Invoice	Date	Description			Amount	
	AG121220	12/12/2020	Motorcycle training school	reimbursement		\$1,698.85	
97095	01/08/2021				ALLIED UNIVERSAL		\$738.92
	Invoice	Date	Description			Amount	
	10778470	01/07/2021	McGregor skate park foot j	patrol		\$356.42	
	10778471	01/07/2021	January Esplanade park fo	ot patrol		\$382.50	
97096	01/08/2021				ALVAREZ TECHNOLOGY GROUP INC		\$230.00
	Invoice	Date	Description			Amount	·
	57736	12/30/2020	January antivirus			\$230.00	
			2211 - IT				
97097	01/08/2021				AMAZON CAPITAL SERVICES		\$1,158.06
	Invoice	Date	Description			Amount	*,,
	1QP4-6GNL-YVGV	12/17/2020	Ergonomic keyboard			\$72.16	
	1VD1-F3FR-WY6J	12/17/2020	Wall calendars			\$74.22	
	1MGH-YT7J-LYFY	12/15/2020	UPS battery replacement			\$345.52	
	1TYX-QND9-P7CH	12/20/2020	Ink cartridge			\$51.11	
	1MWL-KH3X-WLM4	12/23/2020	PW pants			\$51.01	
	149R-7346-R3TW	12/29/2020	Air purifier			\$107.91	
	1MPK-QL44-NHR3	12/29/2020	Mechanic work pants			\$111.16	
	1QNL-KX16-ND4N	12/28/2020	Mechanic work pants, stee	l toe boots		\$266.97	
	19GY-KVMN-LPR3	01/03/2021	Portable space heater			\$78.00	
			1000 - General Fund	\$615.05			
			2210 - Stores	\$125.33			
			2211 - IT	\$417.68			
97098	01/08/2021				APTOS LANDSCAPE SUPPLY INC.		\$112.82
	Invoice	Date	Description			Amount	
	537161	12/22/2020	Village pathway bark			\$112.82	
97099	01/08/2021				ASCAP		\$367.00
0.000	Invoice	Date	Description			Amount	2222
	100005630513	12/20/2020	2021 music license fee			\$367.00	
03400	04/09/0004				ATOT/CALAIGT 2		8000 50
97100	01/08/2021	Date	Description		AT&T/CALNET 3	Amount	\$209.53
	Invoice	Date	Description	•		Amount \$209.53	
	000015738378	12/13/2020	December telephone servi 1000 - General Fund	\$159.27		9205.03	
			2211 - IT	\$50.26			

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97101	01/08/2021		•	AT&T/CALNET 3	\$1,045.75
	Invoice	Date	Description	Amount	
	000015739046	12/13/2020	December T-1 access	\$1,045.75	
97102	01/08/2021			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice	Date	Description	Amount	
	49072	12/22/2020	December wharf meter reading 1311 - Wharf Fund	\$40.00	
97103	01/08/2021			AXCIENT	\$125.00
	Invoice	Date	Description	Amount	
	FY20INEFI065653	12/31/2020	December AppAssure storage 2211 - IT	\$125.00	
97104	01/08/2021			BATTERIES PLUS	\$78 00
	Invoice	Date	Description	Amount	
	P35094150	12/29/2020	Jade St. batteries	\$78 00	
97105	01/08/2021			BAY PHOTO LAB	\$28.21
	Invoice	Date	Description	Amount	
	16584003	12/18/2020	Museum print	\$28 21	
97106	01/08/2021			BEN'S MOTORCYCLE WORKS	\$835.14
	Invoice	Date	Description	Amount	
	7035	11/20/2020	2019 BMW motorcycle new tires and battery	\$835 14	
97107	01/08/2021			BURKE WILLIAMS AND SORENSEN LLP	\$14,490.45
	Invoice	Date	Description	Amount	
	263116	12/28/2020	November legal services	\$9,282 00	
	263117	12/28/2020	November planning legal services	\$1,404.00	
	263118	12/28/2020	November recreation legal services	\$884.00	
	263119	12/28/2020	November legal services	\$925.45	
	263120	12/28/2020	November housing updates	\$171 00	
	263121	12/28/2020	November legal services	\$1.824 00	
97108	01/08/2021			CALE AMERICA INC.	\$ 698.80
	Invoice	Date	Description	Amount	
	158795	03/25/2020	CALE card reader parts	\$448 80	
	161311	09/30/2020	Service call for meters	\$250 00	
97109	01/08/2021			CALIFORNIA COAST UNIFORM CO.	\$352.00
	Invoice	Date	Description	Amount	
	8317	12/10/2020	Uniform tailoring charges	\$54.00	
	8318	12/10/2020	Uniform patches added	\$36.00	
	8319	12/10/2020	Swap pink patches for regular patches	\$24.00	
	8320	12/10/2020	Swap pink patches for regular patches	\$54.00	
	8321	12/10/2020	Add cloth stars, switch out patches and add Sgl. stripes	\$46.00	
	8322	12/10/2020	Add stripes, shoulder patches	\$138.00	
97110	01/08/2021			CAPITOLA PEACE OFFICERS ASSOC.	\$2,793.00
	Invoice	Date	Description	Amount	
	POA121820	12/12/2020	POA and gym dues PPE 12/12/20	\$1,364.00	
	POA010121	01/01/2021	POA and gym dues PPE 12/26/20	\$1,429 00	
			1001 - Payroll		

Attachment: 1-8-21 Check Register (Approval of City Check Registers)

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97111	01/08/2021				CARIN HANNA		\$4,028.17
	Invoice	Date	Description			Amount	
	CH121220	12/12/2020	BIA self storage, mailing, holiday dec	or, village enhance	ment	\$4,028.17	
	• • • • • • • • • • • • • • • • • • • •		1321 - BIA	-			
97112	01/08/2021				CAROLYN FLYNN		\$3,480.00
	Invoice	Date	Description			Amount	
	CBF-11-2020	12/10/2020	November affordable housing consul	Iting		\$3,480.00	
			5552 - Housing Successor Program	Income			
97113	01/08/2021				CATHERINE THRASHER		\$174.00
	Invoice	Date	Description			Amount	
	CT010521	12/19/2020	Education reimbursement			\$174.00	
97114	01/08/2021				CENTRAL FIRE PROTECTION DISTRICT		\$80.00
	Invoice	Date	Description			Amount	
	CFPD122320	12/23/2020	Corp. yard fire inspection permit			\$80.00	
07445	04/00/0004				OBITION DEADL		6200.00
97115	01/08/2021				CRITICAL REACH		\$300.00
	Invoice	Date	Description			Amount	
	1138	12/08/2020	2021 APBnet annual support fee			\$300.00	
97116	01/08/2021				CSG Consultants Inc.		\$2,333.48
97110		Data	Description		CSG Consultants Inc.	Amount	\$2,555.40
	Invoice	Date	Description	_		Amount	
	34141	12/14/2020	November building inspector service	S		\$1,320.00	
	B201553	12/01/2020	November plan review services			\$1,013.48	
97117	01/08/2021				D & M TRAFFIC SERVICES		\$436.00
37111	Invoice	Date	Description		D & M TICAL TO SERVICES	Amount	\$450.00
	75226	11/30/2020	November Esplanade waterwall renti	al		\$218.00	
	75227	12/04/2020	December Esplanade waterwall renta			\$218.00	
	13221	12/04/2020	December Espianade Waterwas rema	u i		32.000	
97118	01/08/2021				DONALD W ALLEY		\$10,415.07
	Invoice	Date	Description			Amount	
	121-02	01/04/2021	Biological monitoring for flume and je	ettv		\$6,286 25	
	DWALLEY010221	01/02/2021	Soquel creek monitoring	,		\$4,128.82	
	DTTT LEECT OF TOLET	0110272021	1000 - General Fund	\$4,128.82		V 1, 120,02	
			1200 - CIP	\$6,286.25			
97119	01/08/2021				EQUITABLE		\$2,344.37
	Invoice	Date	Description			Amount	
	1183228	11/11/2020	December LTD, STD, life, AD&D inst	urance		\$2,344.37	
			1000 - General Fund	\$8.24			
			1001 - Payroll	\$2,336.13			
			·				
97120	01/08/2021				EWING IRRIGATION		\$300.11
	Invoice	Date	Description			Amount	
	13222473	12/16/2020	PVC cement, purple primer, loppers,	shovels, leaf rake		\$238.47	
	13264644	12/28/2020	Straw wattle			\$61.64	
97121	01/08/2021				FARWEST NURSERY		\$99.15
	Invoice	Date	Description			Amount	
	369110	12/16/2020	Esplanade bark and plants			\$99.15	
97122	01/08/2021	_			FIRST ALARM		\$239.10
	Invoice	Date	Description			Amount	
	586375	12/15/2020	Quarterly evidence room monitoring			\$239.10	

97123 01/08/2021 Invoice Date 20-223856 11/25/2020 20-223867 11/25/2020 20-227865 12/03/2020 20-231711 12/11/2020 20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 97127 01/08/2021 Invoice Date 10606631 12/01/2020 97127 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 635132 12/17/2020 6635132 12/17/2020	Description 266 gallons gasoline 95 gallons diesel 377 gallons gasoline 401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description Description Description	FLYERS ENERGY LLC FRANCHISE TAX BOARD GALLS LLC GARDAWORLD	Amount \$876.07 \$308.99 \$1,214.91 \$1,318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	\$6,304.02 \$399.27 \$286.36
Invoice	266 gallons gasoline 95 gallons diesel 377 gallons gasoline 401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	FRANCHISE TAX BOARD GALLS LLC	\$876.07 \$308.99 \$1.214.91 \$1.318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	\$399.27
20-223856 11/25/2020 20-223867 11/25/2020 20-227865 12/03/2020 20-231711 12/11/2020 20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date	266 gallons gasoline 95 gallons diesel 377 gallons gasoline 401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	GALLS LLC	\$876.07 \$308.99 \$1.214.91 \$1.318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	
20-223867 11/25/2020 20-227865 12/03/2020 20-231711 12/11/2020 20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date 016968237 01/01/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021	95 gallons diesel 377 gallons gasoline 401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	GALLS LLC	\$308.99 \$1,214.91 \$1,318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	
20-227865 12/03/2020 20-231711 12/11/2020 20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021	377 gallons gasoline 401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	GALLS LLC	\$1,214.91 \$1,318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	
20-231711 12/11/2020 20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021	401 gallons gasoline 60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	GALLS LLC	\$1,318.98 \$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	
20-231716 12/11/2020 20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	60 gallons diesel 90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms	GALLS LLC	\$199.28 \$296.84 \$1,315.69 \$773.26 Amount \$399.27	
20-236357 12/18/2020 20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	90 gallons diesel 400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description	GALLS LLC	\$296.84 \$1,315.69 \$773.26 Amount \$399.27 Amount \$108.99	
20-236376 12/18/2020 20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	400 gallons gasoline 230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description	GALLS LLC	\$1,315.69 \$773.26 Amount \$399.27 Amount \$108.99	
20-238918 12/23/2020 97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	230 gallons gasoline Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description	GALLS LLC	\$773.26 Amount \$399.27 Amount \$108.99	
97124 01/08/2021 Invoice Date JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 5225647 01/04/2021	Description Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description	GALLS LLC	Amount \$399.27 Amount \$108.99	
Invoice	Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description	GALLS LLC	\$399.27 Amount \$108.99	
JK-226-3985-1 01/01/2021 97125 01/08/2021 Invoice Date	Employee garnishment PPE 12/26/20 1001 - Payroll Description Uniform boots Patrol uniforms Description		\$399.27 Amount \$108.99	\$286.36
97125 01/08/2021 Invoice Date	Description Uniform boots Patrol uniforms Description		Amount \$108.99	\$286.36
Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Uniform boots Patrol uniforms Description		\$108.99	\$286.36
Invoice Date 016968237 11/17/2020 016746455 10/20/2020 97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Uniform boots Patrol uniforms Description		\$108.99	\$250.50
97126 01/08/2021 Invoice Date 10606631 12/01/2020 97127 01/08/2021 Invoice Date 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Uniform boots Patrol uniforms Description	GARDAWORLD	\$108.99	
97126 01/08/2021 Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Patrol uniforms Description	GARDAWORLD		
97126 01/08/2021 tnvoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Description	GARDAWORLD	\$117.37	
Invoice Date 10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020		GARDAWORLD		
10606631 12/01/2020 20461348 11/30/2020 97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020				\$214.15
97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	December armored car service		Amount	
97127 01/08/2021 Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020			\$209.67	
Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020	Armored car excess time charge		\$4.48	
Invoice Date 5225647 01/04/2021 97128 01/08/2021 Invoice Date 8064301 12/15/2020		HAYWARD RUBBER STAMP		\$37.04
97128 01/08/2021 Invoice Date 8064301 12/15/2020	Description		Amount	
Invoice Date 8064301 12/15/2020	Building rubber stamp		\$37.04	
Invoice Date 8064301 12/15/2020		HOME DEPOT CREDIT SERVICES		\$695.26
8064301 12/15/2020	Description	Home bell of orcest derivides	Amount	0000.20
	Bucket, ratchet strap, pliers, nut driver set, deck screws		\$131.91	
0033132 12/11/2020	Watertight electrical connectors		\$43.32	
1016303 12/22/2020			\$6.51	
1033571 12/02/2020	Office basket for Esplanade bathrooms Shop lights		\$44.66	
3514780 12/10/2020	Rust stopper, paint, bolt extractor set, impact sockets		\$51.76	
7520005 12/16/2020	Gloves, hooks		\$55.83	
4580040 12/19/2020	Nitrile gloves		\$10.90	
5907229 12/18/2020	Gloves		\$74.81	
			\$184.09	
2034775 12/11/2020 5511396 12/28/2020	Wharf supplies, gloves, headlamp,		\$73.01	
2030617 12/31/2020	Tarp Pliers, screwdriver set		\$18.46	
2030617 12/31/2020	1000 - General Fund \$379.26		310.40	
	1311 - Wharf Fund \$316.00			
	1311 - Whali Fullu \$310.00			
97129 01/08/2021		HOSE SHOP		\$168.60
Invoice Date	Description		Amount	
429913 11/12/2020	Sweeper crimp fitting, hydraulic hose, hose assembly		\$168.60	
	1310 - Gas Tax			
97130 01/08/2021		HUMBOLDT PETROLEUM LLC		\$19.50
Invoice Date			Amount	
089720 12/10/2020	Description		\$13.00	
089751 12/20/2020	Description December car washes		\$6.50	

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97131	01/08/2021				INTERNATIONAL ASSOC. OF CHIEFS OF POLICE		\$380.00
	Invoice	Date	Description			Amount	
	0150702	12/08/2020	Police captain 2021 dues			\$190.00	
	0141686	12/08/2020	Police chief 2021 dues			\$190.00	
97132	01/08/2021				INTERNATIONAL BRONZE PLAQUE CO.		\$556.00
	Invoice	Date	Description			Amount	
	21-57221	01/05/2021	Memorial bench plaque			\$278.00	
	21-57251	01/05/2021	Memorial bench plaque			\$139.00	
	21-57277	01/05/2021	Memorial bench plaque			\$139.00	
97133	01/08/2021				INTERSTATE BATTERY SYSTEM OF SJ		\$259.13
	Invoice	Date	Description			Amount	
	120111272	12/29/2020	Two batteries			\$259 13	
97134	01/08/2021				INTERSTATE SALES		\$58.97
	Invoice	Date	Description			Amount	
	729374	12/17/2020	Batteries			\$58.97	
97135	01/08/2021				KATHLEEN ASTON		\$385.00
	Invoice	Date	Description			Amount	Q
	2	12/23/2020	Museum art collection inventory			\$385.00	
97136	01/08/2021				KBA Document Solutions LLC		\$124.10
37.100	Invoice	Date	Description		NBA Document Solutions EEG	Amount	\$124.10
	55Y1143382	12/18/2020	City Hall copier usage charges			\$120.85	
	55Y1144423	12/10/2020	Recreation copier usage charges			\$3.25	
	3311144423	12/20/2020	1000 - General Fund \$3.	25		φ3.23	
				3120.85			
97137	01/08/2021				KING'S PAINT AND PAPER INC.		\$27.10
97 137	Invoice	Date	Description		RING 3 PAINT AND PAPER INC.	Amount	327.10
	A0306371	12/30/2020	Description			Amount \$27.10	
	A0300371	12/30/2020	Corp. yard paint, chip brushes, glue			327.10	
97138	01/08/2021	D-1-	Description		KRAIG EVANS	A	\$105.05
	Invoice	Date 10/29/2020	Description			Amount	
	KE102920	10/29/2020	Supervisor school meals reimbursement	m		\$105.05	
97139	01/08/2021				LIUNA PENSION FUND		\$985.60
	Invoice	Date	Description			Amount	
	DY9623	12/18/2020	December LIUNA dues			\$985.60	
			1001 - Payroll				
97140	01/08/2021	_			MBS BUSINESS SYSTEMS		\$527.50
	Invoice	Date	Description			Amount	
	396723	12/17/2020	Quarterly PD copier usage charges			\$527.50	
97141	01/08/2021				MID COUNTY AUTO SUPPLY		\$291.77
	Invoice	Date	Description			Amount	
	MID-1099806	12/23/2020	2000 Ford F150 brakes, wheel cylinder	rs, brake drums		\$194.40	
	MID-1106038	12/31/2020	Wiper blades, HD toggle			\$46.24	
	MID-1106045	12/31/2020	Brake fluid, penetrating oil			\$51.13	

Check							Transaction
Number	Invoice Number	Invoice Date	Description		Payee Name	· · · · · · · · · · · · · · · · · · ·	Amount
97142	01/08/2021	_			MISSION LINEN SUPPLY		\$526.15
	Invoice	Date	Description			Amount	
	513837512	12/16/2020	Fleet towels, uniform cleaning			\$35.99	
	513880490	12/23/2020	Fleet towels, uniform cleaning			\$35.99	
	513837513	12/16/2020	Corp. yard linen service, mats, towe	els		\$96.40	
	513880491	12/23/2020	Corp. yard linen service, mats, towe	els		\$92.77	
	513822287	12/14/2020	Recreation mats, mops, towels			\$125.00	
	513923789	12/30/2020	Fleet towels, uniform cleaning			\$36.50	
	513923790	12/30/2020	Corp. yard linen service, mats, towe	els		\$103.50	
97143	01/08/2021				MOFFATT AND NICHOL		\$17,513.42
	Invoice	Date	Description			Amount	
	756887	12/15/2020	Wharf permitting, jetty & wharf cons 1200 - CIP	struction support		\$17,513.42	
97144	01/08/2021				MONTEREY BAY AREA SELF INS AUTHORITY		\$472,852.50
	Invoice	Date	Description			Amount	
	210101-1	01/01/2021	Workers' comp. and liability insuran	ice		\$472,852.50	
			2213 - Self-Insurance	\$184,663.50			
			2214 - Workers' Comp.	\$288,189.00			
97145	01/08/2021				NORTH BAY FORD		\$981.51
37 143	Invoice	Date	Description		NONTH SALT SAB	Amount	Q 301.51
	279370		2016 Explorer rotor assembly, brake lining kit			\$232.96	
		12/22/2020	2016 Explorer fotor assembly, brake triming kit 2016 Explorer brake pads, retaining pins, rotor assemblie		_		
	279372	12/22/2020			35	\$447.07	
	345280	09/10/2020	2011 Ford Crown Victoria blower m	otor, resistor, labor		\$216.93	
	279437	12/30/2020	2011 Ford window regulator			\$84.55	
97146	01/08/2021				OUTDOOR SUPPLY HARDWARE		\$892.16
	Invoice	Date	Description			Amount	
	C28877	12/18/2020	Glue, screws, bulk fastener			\$19.51	
	C31863	12/22/2020	Propane exchange			\$59.94	
	C23914	12/11/2020	Wharf supplies			\$75.00	
	C27081	12/15/2020	Corp. yard supplies			\$148.19	
	C31108	12/21/2020	Paint roller, tray liner			\$6.51	
	C31109	12/21/2020	Hammer holder, utility knife			\$28.32	
	C28282	12/17/2020	Claw bar, fence staples			\$32.67	
	C23977	12/11/2020	Glue, sealant, tape, staples			\$43.98	
	C28884	12/18/2020	Wire cutter, supplies			\$55.57	
	C31439	12/21/2020	Fasteners, tamper proof bits, sandi	no helt sandnaner		\$81.36	
	C35387	12/29/2020	Plastic tote bags	y com, compaper		\$113.32	
	C35097	12/28/2020	Paint thinner, utility knife			\$14.15	
	C35511	12/29/2020	Esplanade showers plumbing supp	lipe		\$107.94	
	C34829		·	iies		\$77.37	
		12/28/2020	Grain scoop, steel tine				
	C35897	12/30/2020	Plastic tote latch	****		\$28.33	
			1000 - General Fund 1311 - Wharf	\$817.16 \$75.00			
97147	01/08/2021				PACIFIC GAS & ELECTRIC		\$530.76
	Invoice	Date	Description			Amount	
	PGE121820-acct7	12/18/2020	December Library electricity			\$530.76	
97148	01/08/2021				PALACE BUSINESS SOLUTIONS		\$136.19
	Invoice	Date	Description			Amount	
	596932-0	12/22/2020	Paper			\$49.04	
	596175-0	12/10/2020	Office supplies			\$60.79	
	4026899-0	11/24/2020	USB drive			\$11.99	
						V.1	

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97149	01/08/2021				PAST CONSULTANTS LLC		\$2,000.00
	Invoice	Date	Description			Amount	
	PAST122820	12/28/2020	#20-0103 216 Central Ave. SOI standa	ırds design review	letter	\$2,000.00	
97150	01/08/2021				PET PALS DISCOUNT PET SUPPLIES		\$447.99
31 130	Invoice	Date	Description		TETT ALS BISCOSITY ET SOLT ELES	Amount	¥447.03
	2363326	10/19/2020	K-9 food and supplies			\$196.25	
	2397271	12/24/2020	K-9 food			\$251.74	
97151	01/08/2021				PHOENIX GROUP INFORMATION SYS		\$9,521.59
	Invoice	Date	Description			Amount	
	102020070	11/17/2020	October citation processing			\$5,879.58	
	112020070	12/15/2020	November citation processing			\$3,642.01	
97152	01/08/2021				PITNEY BOWES		\$2,607.93
	Invoice	Date	Description			Amount	
	PB122020	12/20/2020	City Hall postage machine refill, supplied	es, meter rental		\$2,607.93	
97153	01/08/2021				PITNEY BOWES		\$147.15
37.100	Invoice	Date	Description		Time bowes	Amount	0147.13
	1016904187	11/26/2020	Recreation postage machine rental			\$147.15	
97154	01/08/2021				PRAXAIR DISTRIBUTION INC.		\$136.52
	Invoice	Date	Description			Amount	
	60795275	12/22/2020	Acetylene rental			\$136.52	
97155	01/08/2021				PREFERRED BENEFIT INS. ADMIN.		\$5,111.70
	Invoice	Date	Description			Amount	
	EIA35330	12/01/2020	December dental and vision insurance			\$5,111.70	
			1000 - General Fund	\$466.30			
			1001 - Payroll	\$4,645.40			
97156	01/08/2021				ROYAL WHOLESALE ELECTRIC		\$206.44
	Invoice	Date	Description			Amount	
	7719-666990	12/16/2020	Voltage tester			\$206.44	
07457	04/00/0004				CANLLODENZO LUMBED		64 544 00
97157	01/08/2021	0-1-	Description		SAN LORENZO LUMBER	A	\$1,541.83
	Invoice	Date	Description			Amount	
	55-0604719	12/21/2020	Sun glasses			\$53.94 \$443.85	
	55-0601800	12/09/2020	Wharf plumbing supplies				
	55-0603930	12/17/2020	Router bits, dremel kit			\$58.14	
	55-0605594	12/24/2020	Spackle paste, putty knife			\$10.77	
	55-0602892	12/14/2020	Wharf hardware and plumbing parts			\$52.61	
	55-0600137	12/03/2020	City hall supplies			\$341.41	
	55-0602289	12/11/2020	Wharf coupling, PVC cement			\$14.38 \$74.53	
	55-0602015	12/10/2020	Wharf timber hex screws			\$74.53	
	55-0604983	12/22/2020	Cliff turnouts fence repairs			\$87.02	
	55-0602404	12/11/2020	Wharf supplies			\$260.92	
	55-0606025	12/29/2020	Esplanade shower floor flange			\$6.52	
	55-0606483	12/31/2020	Sun glasses, gloves, sand paper			\$45.67	
	55-0606643	01/02/2021	Wharf lumber	¢502.70		\$92.07	
				\$592.70			
			1311 - Wharf	\$949.13			

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97158	01/08/2021				SANTA CRUZ AUTO PARTS INC.		\$47.69
	Invoice	Date	Description			Amount	
	14508-392350	12/22/2020	2016 Ford interceptor parts			\$47.69	
97159	01/08/2021				SCC AUDITOR-CONTROLLER		\$7,617.00
	Invoice	Date	Description			Amount	
	SCC113020	11/30/2020	November citation processing			\$7,617.00	
97160	01/08/2021				SCC INFORMATION SERVICES		\$640.81
	Invoice	Date	Description			Amount	
	SCC120920	12/09/2020	January open query scan charg	ges		\$640.81	
97161	01/08/2021				SCC LAW ENFORCEMENT CHIEFS ASSOC.		\$50.00
	Invoice	Date	Description		550 BAY EN GROENEN GRIEF 5 A5500.	Amount	\$30.00
	SCCLECA120820	12/08/2020	Police chief 2021 dues			\$50.00	
97162	01/08/2021				2.M.T.I. 2.D.I.T.I.W.T. 2.2.M.W.D.		
97 102	01/08/2021	Data	Description		SANTA CRUZ LIVE SCAN INC	.	\$210.00
	Invoice 1580	Date	Description			Amount	
		12/01/2020	New employee live scans			\$90.00	
	1596	01/01/2021	Live scan fees for new employe	985		\$120.00	
97163	01/08/2021				SC OCCUPATIONAL MEDICAL CENTER		\$35.00
	Invoice	Date	Description			Amount	
	I-16908	11/30/2020	New employee medical test			\$35.00	
97164	01/08/2021				SANTA CRUZ REGIONAL 911		\$125,162.75
	Invoice	Date	Description			Amount	
	SCR121520	12/15/2020	Regional 911 operating contribu	ution & SCRMS		\$125,162.75	
97165	01/08/2021				SANTA CRUZ SENTINEL		\$174.40
	Invoice	Date	Description			Amount	
	0001273637	11/30/2020	November planning legal notice	•		\$174.40	
97166	01/08/2021				SESAC		\$483.00
	Invoice	Date	Description			Amount	
	10446195	01/01/2021	Annual music performance licer	nse		\$483.00	
97167	VOID		VOID		VOID		\$0.00
97168	01/08/2021				SOQUEL CREEK WATER DISTRICT		\$1,352.59
	Invoice	Date	Description			Amount	* . ,
	08-15299-0121620	12/16/2020	Monterey Ave. water			\$102.31	
	08-15562-0121620	12/16/2020	Cliff and Fair View water service	e		\$40.40	
	09-15964-0121620	12/16/2020	Monterey Ave. Esplanade wate	r		\$848.18	
	10-16317-0121720	12/17/2020	Capitola Ave. water			\$174.70	
	10-16315-0121720	12/17/2020	504 Beulah Dr. water			\$55.47	
	10-16316-0121720	12/17/2020	426 Capitola Ave. water			\$91.13	
	13-10919-0122120	12/21/2020	2000 Wharf Road water service	•		\$40.40	
97169	01/08/2021				SPECTRUM BUSINESS		\$4,232.63
J	Invoice	Date	Description			Amount	→ ¬,202.00
	0000178010121	01/01/2021	January internet service			\$4,232.63	
			1000 - General Fund	\$2,052.38		- /,===.=0	
			2211 - IT	\$2,180.25			

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97170	01/08/2021				STAPLES ADVANTAGE		\$355.37
	Invoice	Date	Description			Amount	
	8060624817	12/12/2020	Purell, soap, cups, pens, wipes, tape	e. letter holder		\$355.37	
						*	
97171	01/08/2021				STATE WATER RESOURCES CONTROL BOARD		\$3,472.00
	Invoice	Date	Description			Amount	
	WD-0184257	12/22/2020	Flume and jetty annual permit fee			\$1,736.00	
	WD-0183034	12/22/2020	Soquel creek lagoon annual permit for	ee		\$1,736.00	
			1000 - General Fund	\$1,736.00		41,100.00	
			1200 - CIP	\$1,736.00			
				* -,			
97172	01/08/2021				SUMMIT UNIFORMS		\$653.32
	Invoice	Date	Description			Amount	4000.02
	71275	12/11/2020	Motorcycle boots, pants			\$653.32	
		12////2020	motorcycle boots, parite			\$ 000.02	
97173	01/08/2021				T MOBILE		\$193.69
	Invoice	Date	Description			Amount	V. 100.00
	TM122120	12/17/2020	December cell phone usage			\$193.69	
		12,11,2020	December comprione adage			Ψ133.03	
97174	01/08/2021				THE HOME DEPOT PRO		\$1,445.05
37174	Invoice	Date	Description		THE HOME DEPOT PRO	Amount	\$1,445.05
	591666995	12/24/2020	Janitorial supplies			\$1,445.05	
	391000933	12/24/2020	Janional supplies			\$1,445.05	
97175	01/08/2021				TPX COMMUNICATIONS		\$1,530.85
5/1/5	Invoice	Date	Description		TPA COMMONICATIONS	Amount	\$1,530.65
	138125485-0	12/23/2020	December phone service			\$1,530.85	
	130123403-0	12/23/2020	1000 - General Fund	\$833.82		\$1,550.65	
			2211 - IT	\$697.03			
			2211-11	\$091.03			
97176	01/08/2021				TRANSPORTATION ALLIANCE BANK		\$2,503.84
07.110	Invoice	Date	Description		TOTAL STATE STATE	Amount	42,000.0 4
	661086	12/17/2020	Sweeper controller			\$159.82	
	661160	12/22/2020	Sweeper motor G/B, nuts			\$1,016.17	
	661249	12/29/2020	Sweeper blended filaments, GB set			\$1,327.85	
	33.2.13	12/20/2020	1310 - Gas Tax			41,021.00	
			1010 - Ods 14x				
97177	01/08/2021				UNITED PARCEL SERVICE		\$16.84
•	Invoice	Date	Description			Amount	0,0,0
	0000954791500	12/12/2020	PD shipping			\$16.84	
		12.72.2020				V.0.0 .	
97178	01/08/2021				UNITED WAY OF SCC		\$20.00
	Invoice	Date	Description			Amount	V20.00
	UW123120	12/18/2020	December United Way contributions			\$20.00	
			1001 - Payroll			V	
97179	01/08/2021				UPEC LIUNA LOCAL 792		\$950.00
	Invoice	Date	Description			Amount	
	UPEC123120	12/14/2020	December UPEC dues			\$950.00	
			1001 - Payroll				
97180	01/08/2021				US BANK EQUIPMENT FINANCE		\$315.01
/	Invoice	Date	Description			Amount	
	432325025	12/28/2020	City Hall copier lease			\$315.01	
			2210 - Stores				
97181	01/08/2021				US BANK PARS Acct 6746022400		\$554.10
	Invoice	Date	Description			Amount	, .
	PARS122620	01/01/2021	PARS contributions PPE 12/26/20			\$554.10	
			1001 - Payroll				
			•				

Attachment: 1-8-21 Check Register (Approval of City Check Registers)

Check Number	Invoice Number	Invoice Date	Description	Payee Name		Transaction Amount
97182	01/08/2021			US BANK PARS Acct 6746022400		\$1,026.34
	Invoice	Date	Description		Amount	
	PARS121820	12/18/2020	PARS contributions PPE 12/12/20		\$1,026.34	
			1001 - Payroll			
97183	01/08/2021			VERIZON WIRELESS		\$2,879.55
	Invoice	Date	Description		Amount	
	9868868070	70 12/10/2020 December telephone charges		\$2,879.55		
97184	01/08/2021			WATCHGUARD VIDEO		\$143.88
	Invoice	Date	Description		Amount	
	ACCINV0028510	12/09/2020	Body cam shirt clip		\$143.88	
97185	01/08/2021			Kim & Kevin Menninger		\$925.65
	Invoice	Date	Description		Amount	
	20-0150	12/08/2020	205 El Salto Dr. historic review deposit refund		\$925.65	
Check Tot	tals:				-	\$735,530.24
EFT						
1057	01/04/2021			CalPERS Health Insurance		\$55,701.42
	Invoice	Date	Description		Amount	
	1001754376	01/01/2021	January health insurance		\$55,701.42	
			1000 - General Fund \$3,455.08			
			1001 - Payroll \$52,246.34			
1058	12/22/2020			CalPERS Member Services Division		\$46,258.97
	Invoice	Date	Description		Amount	
	1001747834-7	12/18/2020	PERS contributions PPE 12/12/20		\$46,258.97	
			1001 - Payroll			
1059	12/21/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT		\$6,578.65
	Invoice	Date	Description		Amount	
	0-134-393-632	12/18/2020	State taxes PPE 12/12/20		\$6,578.65	
			1001 - Payroll			
1060	12/21/2020			INTERNAL REVENUE SERVICE		\$23,343.54
	Invoice	Date	Description		Amount	
	52877055	12/18/2020	Federal taxes & Medicare PPE 12/12/20		\$23,343.54	
			1001 - Payroll			
1061	12/21/2020			STATE DISBURSEMENT UNIT		\$652.61
	Invoice	Date	Description		Amount	
	34261606	12/18/2020	Employee garnishments PPE 12/12/20		\$652.61	
			1001 - Payroll			
1062	12/22/2020			VOYA FINANCIAL		\$10,731.44
	Invoice	Date	Description		Amount	
	VOYA121820	12/18/2020	457 contributions PPE 12/12/20 1001 - Payroll		\$10,731.44	
1000	04/04/2024			CalPERS Member Services Division		\$46,971.52
1063	01/04/2021 Invoice	Date	Description	OPIL FLVO INICHIDAL DELAIGES DIAISION	Amount	⊕ 1 0,511.32
			Description			
	1001754379-82	12/26/2020	PERS contributions PPE 12/26/20 1001 - Payroll		\$46,971.52	
1064	01/05/2021			STATE DISBURSEMENT UNIT		\$652.61
		_			A	
	Invoice	Date	Description		Amount	
	Invoice 34416811	Date 01/01/2021	Employee gamishments PPE 12/26/20		\$652.61	

Attachment: 1-8-21 Check Register (Approval of City Check Registers)

City of Capitola

City Checks Issued January 8, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name		Transaction Amount
1065	01/05/2021			VOYA FINANCIAL		\$7,414.69
	Invoice	Date	Description		Amount	
	VOYA122620	01/01/2021	457 contributions PPE 12/26/20		\$7,414.69	
			1001 - Payroll			
1066	12/24/2020			DISCOVERY BENEFITS		\$135.00
	Invoice	Date	Description		Amount	
	0001263075-IN	11/30/2020	November FSA and COBRA admin.		\$135.00	
EFT Totals	s:				_	\$198,440.45
Library						
235	01/08/2021			BOGARD CONSTRUCTION INC.		\$1,620.00
	Invoice	Date	Description		Amount	
	160707-52	12/31/2020	December Library project management services		\$1,620.00	
236	01/08/2021			CONSOLIDATED ENGINEERING LAB		\$390.24
	Invoice	Date	Description		Amount	
	181337	12/14/2020	Library anchor/dowel installation inspection		\$390.24	
237	01/08/2021			JAMES P ALLEN		\$3,330.00
	Invoice	Date	Description		Amount	
	JA123120	12/31/2020	Library arborist services		\$3,330.00	
238	01/08/2021			JOHN F OTTO INC ESCROW ACCT		\$12,389.13
	Invoice	Date	Description		Amount	
	13761retainer	12/14/2020	November library construction retainer		\$12,389.13	
239	01/08/2021			ONE WORKPLACE L. FERRARI		\$100,140.85
	Invoice	Date	Description		Amount	
	937264	12/21/2020	Library furniture		\$71,855.76	
	937265	12/21/2020	Library furniture		\$9,821.47	
	937266	12/21/2020	Library furniture		\$18,463.62	
240	01/08/2021			OTTO CONSTRUCTION INC.		\$235,393.40
	Invoice	Date	Description		Amount	
	13761	12/14/2020	November library construction		\$235,393.40	
Library Tol	tals:				-	\$353,263.62

Check Number Invoice Number	Invoice Date Description	Payee Name	Transaction Amount
Main City Totals		Count	Total
Checks		95	\$735,530.24
EFTs		10	\$198,440.45
All		105	\$933,970.69
Library Totals			
Checks		6	\$353,263.62
EFTs		0	\$0.00
All		6	\$353,263.62
Payroll Totals			
Checks		1	\$12,748.61
EFTs		92	\$183,169.07
All		93	\$195,917.68
Grand Totals:			
Checks		102	\$1,101,542.47
EFTs		102	\$381,609.52
All		204	\$1,483,151.99

City main account checks dated January 15, 2021, numbered 97186 to 97225, totaling \$71,022.07, 2 EFTs totaling \$1,111.46 and 97 payroll EFTs totaling \$155,617.68, for a grand total of \$227,751.21, have been reviewed and authorized for distribution by the City Manager.

As of January 15, 2021, the unaudited cash balance is \$3,684,906.37.

CASH POSITION - CITY OF CAPITOLA January 15, 2021

	1/15/2021
General Fund	\$ (1,516,834.60)
Payroll Payables	\$ 163,787.36
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,818,200.93
Stores Fund	\$ 50,247.69
Information Technology Fund	\$ 213,272.85
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (223, 173.23)
V√orkers' Comp. Ins. Fund	\$ 27,656.54
Compensated Absences Fund	\$ 88,740.53
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,684,906.37

The <u>Emergency Reserve Fund</u> balance is \$1,374,205.54 (not included above). The <u>PERS Contingency Fund</u> balance is \$970,232.62 (not included above). The Library Fund balance is \$3,500,445.76 (not included above).

Jamie Goldstein, City Manager

Jim Malberg, City Treasurer

;-\/ Date

Date

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Check	, r	•					Transaction	-
Number	Invoice Number	Invoice Date	Description	on	Payee Name		Amount	
97186	01/11/2021				Wall and Wall Mural Painting		\$250.	
	Invoice	Date	Description			Amount		
	1268	11/12/2020	Depot Hill stairs sketch fee			\$250.00		
			1315 - Public Art					
97187	01/15/2021				ALLIED UNIVERSAL		\$344.	
	Invoice	Date	Description			Amount		
	10778452	01/07/2021	January Jade St. park patrol			\$344.93		
97188	01/15/2021				AMAZON CAPITAL SERVICES		\$381.	
57 100	Invoice	Date	Description		THE SERVICES	Amount	4001 .	
	1N6W-NN9C-W9LL	01/06/2021	2021 labor law posters (5)			\$130.75		
	1R4G-VMLJ-N63F	01/09/2021	2021 wall calendars (4)			\$90.20		
	1FKT-6NTF-1LLF	01/12/2021	Webcams w/ microphones			\$54.48		<u>~</u>
	1MLQ-HR9C-917M		2021 wall calendars (3)			\$51.48		ers
		01/12/2021	, ,			\$51.46 \$55.05		<u>is</u>
	17KW-3J64-PMY6	01/13/2021	Webcam	6120.75		\$55.05		eg
			1000 - General Fund	\$130.75				ж Ж
			2210 - Stores	\$141.68				ပ္ပ
			2211 - IT	\$109.53				ည်
97189	01/15/2021				ANDERSON PACIFIC ENGINEERING		\$18,999.	(Approval of City Check Registers)
	Invoice	Date	Description			Amount		ž
	AP011321	01/13/2021	Park Ave. remaining balance of	on contract		\$18,999.99		ਛ
			1200 - CIP					Š
.=							••	pp
97190	01/15/2021	5 .			AT&T	•	\$9.	
	Invoice	Date	Description			Amount		ē
	ATT010121	01/01/2021	January long distance charges			\$9.20		ist
			1000 - General Fund	\$4.53				eg 6
			2211 - IT	\$4.67				X
97191	01/15/2021				CALE AMERICA INC.		\$1,829.	21 Check Register
	Invoice	Date	Description			Amount		7
	162182	12/30/2020	December CALE parking meter	ers		\$1,829.00		
97192	01/15/2021				CAPITOLA SELF STORAGE		\$630.	Attachment: 1-15
	Invoice	Date	Description			Amount		ìnt
	CSS011121	01/11/2021	Museum rent unit #2823			\$630.00		Ĕ
								ach
97193	01/15/2021				CLEAN BUILDING MAINTENANCE		\$6,130.	Ħ
	Invoice	Date	Description			Amount		
	26591	12/31/2020	December janitorial services			\$6,130.42		
			1000 - General Fund	\$5,311.98				
			1311 - Wharf Fund	\$818.44				
97194	01/15/2021				CODE PUBLISHING COMPANY INC		\$129.	
31 134		Date	Description		CODE I OBLIGHING COMPANT INC	Amount	9123.	
	Invoice 68680	01/11/2021	Description Municipal code web update			\$129.50		
	GBGBG	01/11/2021	Municipal code web update			\$129.00		
97195	01/15/2021				CRYSTAL SPRINGS WATER CO.		\$150.	
	Invoice	Date	Description			Amount		
	CSW123120	12/31/2020	December drinking water			\$150.00		

Check umber	Invoice Number	Invoice Date	Description	Payee Name		Transacti Amoun
97196	01/15/2021			D & G SANITATION		\$982
	Invoice	Date	Description		Amount	
	277040	12/31/2020	Esplanade hand wash station		\$119.90	
	277041	12/31/2020	Skate park hand wash station, portable toilets		\$623.25	
	277042	12/31/2020	Jade st. park hand wash station rental		\$119.90	
	277043	12/31/2020	Cortez park hand wash station		\$119.90	
7197	01/15/2021			FLYERS ENERGY LLC		\$2,686
	Invoice	Date	Description		Amount	
	21-243553	01/05/2021	Oil		\$776.35	
	20-242389	12/31/2020	461 gallons gasoline		\$1,573.87	
	20-242374	12/31/2020	100 gallons diesel		\$336.71	
7198	01/15/2021			GALLS LLC		\$40
	Invoice	Date	Description		Amount	
	016079720	07/16/2020	Returned polyester armor carriers (2)		(\$211.44)	
	017302331	12/29/2020	Boots		\$203.51	
	017172636	12/11/2020	Shirt		\$54.29	
7199	01/15/2021					\$41 \$1,400 \$8
	Invoice	Date	Description		Amount	0.,.0
	340	01/05/2021	PD employee background investigation		\$1,400.00	
	04/45/0004			HOOF SHOP		•
200	01/15/2021			HOSE SHOP	•	\$0
	Invoice 431150	Date 01/11/2021	Description Hydraulic hose, crimp fittings, hose assembly		Amount \$84.30	
		0111112021	Try diadic 11000, or hip manage, 11000 accounts,		V V	
7201	01/15/2021			INTERSTATE ALL BATTERY CTR		\$5
	Invoice	Date	Description		Amount	
	1905501031274	12/18/2020	Batteries		\$58.97	
7202	01/15/2021			JOHNSON ROBERTS & ASSOC INC.		\$3
	Invoice	Date	Description		Amount	
	144620	01/13/2021	PD employee background investigation		\$35.00	
203	01/15/2021			KBA Document Solutions LLC		\$19
	Invoice	Date	Description		Amount	
	55Y1147303	01/07/2021	City Hall & Recreation copier usage charges		\$174.78	
	55Y1148256	01/11/2021	City Hall copier usage charges		\$18.63	
			1000 - General Fund \$20.00			
			2211 - IT \$173.41			
7204	01/15/2021			KING'S PAINT AND PAPER INC.		\$ 5
	Invoice	Date	Description		Amount	
	A0306746	01/13/2021	Curb paint, wire frame, tray liner, covers		\$56.32	
7205	01/15/2021			LUXLAUNDER		\$42
	Invoice	Date	Description		Amount	
	LL123120	12/31/2020	December uniform cleaning		\$420.01	
7206	01/15/2021			MASTER CLEANERS		\$17
. 200	Invoice	Date	Description		Amount	***
		2010				

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Check	laureles Alvortos	Invalas Das	Description	.		Transaction Amount
97207	Invoice Number 01/15/2021	Invoice Date	Description	Payee Name MICHAEL ARNONE		\$6,250.
31201	Invoice	Date	Description	WILL WATER	Amount	4 0,200.
	201503-8	11/17/2020	Rispin Park community meeting contract extension		\$4,175.00	
	201503-9	12/21/2020	Rispin Park community meeting contract extension		\$2,075.00	
			1200 - CIP		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
97208	01/15/2021			MID COUNTY AUTO SUPPLY		\$504 .
	Invoice	Date	Description		Amount	
	MID-1112900	01/07/2021	2006 Ford F250 brake pads, seals		\$100.95	
	MID-1109412	01/05/2021	Bulk spreaders, longboard paper		\$7.93	
	MID-1110639	01/06/2021	2016 Ford interceptor brake pads, brake rotors		\$422.21	
	MID-1110807	01/06/2021	Brake rotors, pads returned		(\$105.08)	
	MID-1110671	01/06/2021	LED light, antenna		\$78.63	<u> </u>
97209	01/15/2021			MILLER'S TRANSFER & STORAGE CO.		(Approval of City Check Registers)
	Invoice	Date	Description		Amount	. <u>s.</u>
	92652	01/02/2021	January record storage		\$189.60	A R
97210	01/15/2021			MISSION LINEN SUPPLY		\$205.
	Invoice	Date	Description		Amount	ភ
	513963903	01/06/2021	Corp. yard linen service, mats, towels		\$93.84	i.
	513963902	01/06/2021	Fleet towels, uniform cleaning		\$36.50	Š
	513995321	01/11/2021	Recreation mats, mops, towels		\$75.00	valc
97211	01/15/2021			MONTEREY BAY AIR RESOURCES DISTRICT		\$412. Q
	Invoice	Date	Description		Amount	Ap
	2012-122820	12/28/2020	Corp. yard gasoline dispenser permit		\$412.00	
97212	01/15/2021			PALACE BUSINESS SOLUTIONS		Check Register
	Invoice	Date	Description		Amount	Re
	597678-0	01/07/2021	Paper, office supplies		\$81.38	ec k
97213	01/15/2021			PET PALS DISCOUNT PET SUPPLY		
	Invoice	Date	Description		Amount	42
	2403142	01/06/2021	K-9 supplies		\$51.20	1-15
97214	01/15/2021			SAN LORENZO LUMBER		Attachment:
	Invoice	Date	Description		Amount	Ĕ
	55-0599561	12/02/2020	Wharf hardware		\$207.58	၌
	55-0599895	12/03/2020	Wharf hex bolts, tape, thin wheel		\$81.65	/tts
	55-0601601	12/09/2020	Wharf wrecking bar, cutoff wheel, thin wheel, impact	ct wrench	\$315.40	4
	55-0601746	12/09/2020	Wharf timber hex screws		\$74.53	
	55-0601791	12/09/2020	Wharf douglas fir		\$133.43	
			1311 - Wharf Fund			
97215	01/15/2021			SANTA CLARA COUNTY SHERIFF'S OFFICE		\$2,720
	Invoice	Date	Description		Amount	
	1800075134	12/24/2020	EVOC training		\$2,720.00	
97216	01/15/2021			SANTA CRUZ SENTINEL		\$262.
	Invoice	Date	Description		Amount	
	0001277197	12/31/2020	December classified advertising		\$262.40	

Check lumber	Invoice Number	Invoice Date	Descrip	otion	Payee Name		Transaction Amount
97217	01/15/2021				SHELTON ROOFING		\$2,949.
	Invoice	Date	Description			Amount	
	601	12/10/2020	City Hall roof repairs			\$1,909.62	
	602	12/10/2020	Wharf house roof repairs			\$1,040.25	
			1000 - General Fund	\$1,909.62			
			1311 - Wharf Fund	\$1,040.25			
97218	01/15/2021				SOQUEL CREEK WATER DISTRICT		\$3,072.:
	Invoice	Date	Description			Amount	40,072.
	42-14952-0122920	12/29/2020	Cortez Park irrigation			\$184.83	
	42-15297-0122920	12/29/2020	426 Capitola Ave. irrigation			\$125.63	
	42-15751-0122920	12/29/2020	2005 Wharf Road irrigation			\$65.15	
	42-15969-0122920	12/29/2020	Lawn Way irrigation			\$54.20	
	42-16122-0122920	12/29/2020	Esplanade fountain irrigation	n		\$54.20	
	42-10504-0122920	12/29/2020	Cliff Drive irrigation	''		\$54.20 \$54.20	
	42-11090-0122920	12/29/2020	Capitola Road irrigation			\$125.63	
	42-11467-0122920	12/29/2020	Jade Street park irrigation			\$937.00	
	42-11517-0122920	12/29/2020	41st Avenue irrigation			\$937.00 \$125.63	
	42-14404-0122920	12/29/2020	Monterey Ave. Nobel Gulch	Bark irrigation		\$123.03	
	42-16130-0122920		•	Park inigation		\$54.20	
		12/29/2020	Wharf Road irrigation				
	42-16136-0122920	12/29/2020	1400 Wharf Road irrigation			\$262.53	
	42-16407-0122920	12/29/2020	Bay Ave. irrigation			\$54.20	
	34-18508-0122820	12/28/2020	1510 McGregor Drive water	service		\$36.31	
	42-14431-0122920	12/29/2020	Monterey Ave. irrigation			\$604.45	
	42-17688-0122920	12/29/2020	Lawn Way irrigation 2			\$77.39	
	42-18238-0122920	12/29/2020	Capitola Road irrigation			\$54.20	
	06-14476-010521	01/05/2021	430 Kennedy Drive water			\$110.78	
			1000 - General Fund	\$2,809.86			
			1311 - Wharf Fund	\$262.53			
7219	01/15/2021				TODD HANSON		\$2,718.0
	Invoice	Date	Description			Amount	
	0004	01/03/2021	BIA communication & mark	eting, social media boos	t	\$2,718.00	
			1321 - BIA				
7220	01/15/2021				US BANK		\$10,849.0
	Invoice	Date	Description			Amount	
	63178	01/01/2021	Facility lease #CIEDB-BC15	5-103 A/C#207877000		\$10.849.06	
			1421 - Pac Cove Park			2.2,2.2.2	
7221	01/15/2021				US BANK EQUIPMENT FINANCE		\$187.
	Invoice	Date	Description			Amount	
	432539237	12/31/2020	City Hall & Recreation copie	er leases		\$187.42	
			1000 - General Fund	\$26.06			
			2210 - Stores	\$161.36			
7222	01/15/2021				US BANK EQUIPMENT FINANCE		\$103.
	Invoice	Date	Description			Amount	
	432539070	12/31/2020	Recreation copier lease			\$103.57	
7223	01/15/2021				US BANK EQUIPMENT FINANCE		\$288.
	Invoice	Date	Description			Amount	
	432539567	12/31/2020	PD copier lease			\$288.83	

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Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction
97224	01/15/2021			-	WELLS FARGO BANK		\$4,241
	Invoice	Date	Description			Amount	•
	WF010321	01/03/2021	December credit card charges			\$4,241.27	
			1000 - General Fund	\$2,956.04			
			1350 - CDBG Grants	\$99.00			
			2210 - Stores	\$155.81			
			2211 - IT	\$1,030.42			
			Purchases over \$500:				
			Message archiver license	\$605.16			
			Recreation recruitment	\$859.00			
7225	01/15/2021				WESTERN EXTERMINATOR COMPANY		\$128
	Invoice	Date	Description			Amount	
	6752892	11/30/2020	November City Hall rodent contro	l		\$64.00	
	6752894	11/30/2020	November turnouts rodent contro	I		\$64.00	
eck Tota	als:						\$71,022
r							
106	7 1/8/2021				VOYA		\$60
	Invoice	Date	Description			Amount	
	VOYA010121	1/1/2021	Employee 457 contribution			\$60.00	
			1001 - Payroll				
1068	01/11/2021				WELLS FARGO BANK		\$1,051
	Invoice	Date	Description			Amount	
	WF011121	01/11/2021	January client analysis charges			\$1,051.46	
Γ Totals	:						\$1,111
in City 1	Totals			Count			T
ecks				40			\$71,022
Ts				2			\$1,111
				42			\$72,133
roli Tot	tals						
ecks				O			\$0
Гs				97			\$155,617
				97			\$155,617
and Tota	als:						
ecks -				40			\$71,022
Гs				99			\$156,729
				139			\$227,751

City main account checks dated January 22, 2021, numbered 97226 to 97266, totaling \$48,274.69 and 5 EFTs totaling \$93,353.19, for a grand total of \$141,627.88, have been reviewed and authorized for distribution by the City Manager.

As of January 22, 2021, the unaudited cash balance is \$3,713,451.47

CASH POSITION - CITY OF CAPITOLA January 22, 2021

T	1/22/2021
General Fund	\$ (1,384,274.16)
Payroll Payables	\$ 59,575.99
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,818,200.93
Stores Fund	\$ 50,247.69
Information Technology Fund	\$ 213,468.88
Equipment Replacement	\$ 478,832.92
Self-Insurance Liability Fund	\$ (223, 173.23)
Workers' Comp. Ins. Fund	\$ 27,656.54
Compensated Absences Fund	\$ 88,740.53
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,713,451.47

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).

The PERS Contingency Fund balance is \$984,236.13 (not included above).

The <u>Library Fund</u> balance is \$3,506,760.75 (not included above).

Jamie Goldstein, City Manager

Jim Malberg, City Treasurer

Date

City of Capitola

City Checks Issued January 22, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name		ransaction mount
97226	01/22/2021			AMAZON CAPITAL SERVICES		\$54 48
	Invoice	Date	Description		Amount	
	1XW7-R3NM-MPMM	01/14/2021	Webcams with microphone (2) 2211 - IT Fund		\$54.48	
97227	. 01/22/2021			CALIFORNIA COAST UNIFORM COMPANY		\$86.00
	Invoice	Date	Description		Amount	
	8463	01/06/2021	Tailoring charges		\$33.00	
	8464	01/06/2021	Tailoring charges		\$20.00	
	8462	01/06/2021	Tailonng charges		\$33.00	
97228	01/22/2021			CAPITOLA PEACE OFFICERS ASSOCIATION		\$1,429.00
	Invoice	Date	Description		Amount	
	POA010921	01/09/2021	POA and gym dues PPE 1/9/21 1001 - Payroll		\$1,429 00	
97229	01/22/2021			COMMUNITY PRINTERS		\$1,420.95
	Invoice	Date	Description		Amount	
	28669011	01/14/2021	BIA visitors guide brochures (10,000) 1321 - BIA		\$1,420 95	
97230	01/22/2021			EDNA BASA		\$200 00
	Invoice	Date	Description		Amount	
	EB011021	01/10/2021	Employee medical testing reimbursement		\$200 00	
97231	01/22/2021		-	EQUITABLE		\$2,298 02
	Invoice	Date	Description		Amount	
	1188079	01/01/2021	January LTD, STD, AD&D and life insurance 1001 - Payroll		\$2,298.02	
97232	01/22/2021			FLYERS ENERGY LLC		\$1,181.45
	Invoice	Date	Description		Amount	
	21-245654	01/07/2021	345 gallons gasoline		\$1,181.45	
97233	01/22/2021	Date	Description	FRANCHISE TAX BOARD	Amount	\$399 27
	Invoice JK-226-3985-2	01/09/2021	•		\$399 27	
	JK-226-3985-2	01/09/2021	Employee garnishment PPE 1/9/21 1001 - Payroll		\$399.27	
97234	01/22/2021			GARDAWORLD		\$209 67
	Invoice	Date	Description		Amount	
	10614574	01/01/2021	January armored car service		\$209 67	
97235	01/22/2021	_		GEORGE McMENAMIN		\$1,088.75
	Invoice	Date	Description		Amount	
	GM011421	01/14/2021	Bay St. & Peery Park maintenance		\$1,088.75	
97236	01/22/2021			HINDERLITER DELLAMAS AND ASSOCIATES		\$2,816 50
	Invoice	Date	Description		Amount	
	SIN005724	12/23/2020	District sales tax audit services		\$479.35	
	SIN0005723	01/23/2020	District sales tax audit services		\$479.35	
	SIN0057C6	12/21/2020	Bradley Burns sales tax audit services		\$1,857.80	
97237	01/22/2021			HOME DEPOT CREDIT SERVICES		\$707 21
	Invoice	Date	Description		Amount	
	762149%	01/05/2021	Pipe wrap tape, wall color		\$23.05	
	1523414	01/11/2021	Plastic roller tray, tape, wood pole		\$21 21	
	0622587	01/12/2021	Flex drain end cap, wing nut test plug		\$10.20	
	8032340	01/14/2021	Spray bottle, simple green, flap discs, caulk gun,	supplies	\$271.25	
	35140€2	01/19/2021	Jigsaw blade set, jig saw, plywood		\$381.50	

Check Number	Invoice Number	Invoice Date	Description		Payee Name		ransaction Imount
97238	01/22/2021				HUMBOLDT PETROLEUM LLC		\$ 6 50
	Invoice 4	Date	Description			Amount	••••
	089815-	01/10/2021	January car wash			\$6 50	
	4						
97239	01/22/2021				INTERSTATE ALL BATTERY CENTER		\$58 97
	Invoice	Date	Description			Amount	
	729374	12/17/2020	PD batteries			\$58.97	
97240	01/22/2021	0-4-	Danielia		JOHNSON ROBERTS & ASSOCIATES INC		\$52 50
	Invoice 144642	Date 01/15/2021	Description Employee background check			Amount \$52.50	
	144042	0111372021	Employee background check			\$32.30	
97241	01/22/2021				KBA Document Solutions LLC		\$38 49
	Invoice	Date	Description			Amount	
	55Y1149619	01/15/2021	City Hall copier usage charges			\$38 49	
	ı,		2211 - IT Fund				
97242	01/22/2021				MID COUNTY AUTO SUPPLY		\$310 25
	Invoice	Date	Description			Amount	
	MID-1121305	01/14/2021	Coupler, bondo, bulk spreaders, w	oper blades		\$127 62	
	MID-1125512	01/19/2021	Spark plugs, plate puller			\$97 07	
	MID-1127462	01/19/2021	Spark plug wire set, spark plug			\$85.56	
97243	01/22/2021				MISSION LINEN SUPPLY		\$140 00
0,140	Invoice	Date	Description		WIGOTON CINEN SOLVE	Amount	3140 00
	514004947	01/13/2021	Corp. yard linen service, mats, tow	vels		\$103 50	
	514004946	01/13/2021	Fleet uniform cleaning, towels			\$36.50	
97244	01/22/2021				NORTH BAY FORD		\$ 9 95
	Invoice	Date	Description			Amount	
	279656	01/20/2021	2016 Ford Explorer switch assemb	oly		\$ 9 95	
07045	04/00/0004				OIDSHAY AUTO DARTS		\$24.05
97245	01/22/2021 Invoice	Date	Description		O'REILLY AUTO PARTS	Amount	\$34.05
	2763-160229	09/16/2020	Returned wiper fluid			(\$31.33)	
	2763-185448	01/19/2021	Bio-kleen			\$65.38	
97246	01/22/2021				OUTDOOR SUPPLY HARDWARE		\$140 53
	Invoice	Date	Description			Amount	
	C38983	01/06/2021	Jade St. paint			\$11 75	
	C39164	01/06/2021	Sanding sponges, super glue, san			\$27 75	
	C42457	01/13/2021	Level, wall anchor, spackling paste	e, putty knife, wall p	atch	\$35.25	
	C42417 ·	01/13/2021	Screwdriver bits, screws			\$39.64	
	C42969	01/14/2021	Esplanade paint			\$26 14	
97247	01/22/2621				PACIFIC GAS & ELECTRIC		\$14,537.25
5,2.,,	Invoice	Date	Description			Amount	•
	PGE011221-acct0	01/12/2021	Wharf Road Rispin Mansion utilitie	es .		\$10 51	
	PGE011321-acct5	01/13/2021	Pacific Cove parking tot utilities			\$1,263.81	
	PGE011321-acct9	01/13/2021	January gas and electricity			\$13,262.93	
			1000 - General Fund	\$6,337.89			
			1300 - SLESF	\$154.39			
			1310 - Gas Tax	\$6,804.44			
			1311 - Wharf	\$1,240.53			
07248	01/22/2021				PALACE BUSINESS SOLUTIONS		\$9 80
97248	Invoice	Date	Description		ALAGE BUSINESS SULUTIONS	Amount	35 00
	597749-C	01/08/2021	Paper			\$9.80	
		J J J LVL !	: =r#				

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Check Number	Invoice Number	Invoice Date	Description	Payee Name		Transaction Amount
97249	01/22/2021			PHOENIX GROUP INFORMATION SYSTEMS		\$3.186.53
	Invoice	Date	Description		Amount	
	122020 <u>07</u> 0	01/14/2021	December citation processing		\$3,186.53	
97250	01/22/2021			PREFERRED BENEFIT INSURANCE ADMIN		\$4,836 90
	Invoice	Date	Description		Amount	
	EIA35724	01/01/2021	January dental and vision insurance		\$4,836.90	
			1001 - Payroll			
97251	01/22/2021			SANTA CRUZ COUNTY DISTRICT ATTORNEY		\$5,887 00
	Invoice	Date	Description		Amount	
	20/21 MDIC-CPD	01/07/2021	Multi-disciplinary interview center annual contribution		\$5,887.00	
97252	01/22/2021			SANTA CRUZ COUNTY INFORMATION SERVICES		\$886 78
	Invoice	Date	Description		Amount	
	RadioShop12/20	12/31/2020	October - December contract charges and part sales		\$886 78	
97253	01/22/2021			SANTA CRUZ FIRE EQUIPMENT CO.		\$234.57
	Invoice	Date	Description		Amount	
	106747	12/29/2020	Semi-annual fire extinguisher service, supplies		\$234 57	
97254	01/22/2021			SANTA CRUZ MUNICIPAL UTILITIES		\$311 45
0.20	Invoice	Date	Description	SANTA GROZ MORIGII AE OFIETIES	Amount	
	SCMU123120	01/07/2021	December water service for medians		\$311.45	
					•••••	
97255	01/22/2021			SIRCHIE		\$183 54
	Invoice	Date	Description		Amount	
	0474288-IN	12/22/2020	Face masks (25)		\$183 54	
97256	01/22/2021			SOQUEL CREEK ANIMAL HOSPITAL		\$79.35
	Invoice	Date	Description		Amount	
	61353	08/28/2020	K9 vaccination, exam		\$79.35	
97257	01/22/2021			STAPLES ADVANTAGE		\$178 53
	Invoice	Date	Description		Amount	
	8050039335	05/26/2018	Credit from 5/26/2018		(\$2.20)	
	8053127436	12/01/2020	Credit for returned items 2/2/19		(\$7.84)	
	8060470783	11/28/2020	Sanitizing wipes		\$7 62	
	8060766188	12/26/2020	Binder, sharpies, staples, cups, cup sleeves		\$159.71	
	8060701241	12/19/2020	Binder		\$21.24	
97258	01/22/2021			THE HOME DEPOT PRO		\$ 915 02
	Invoice	Date	Description		Amount	
	594666729	01/14/2021	Janitonal supplies		\$915.02	
97259	01/22/2021			THIRD DEGREE COMMUNICATIONS INC		\$525 00
	Invoice	Date	Description		Amount	
	9206	01/14/2021	Internal Affairs school		\$525.00	
				Tu 50 0 10 1500 500 10		
97260	01/22/2021	Data	Decembring	TYLER BUSINESS FORMS		\$312 25
	Invoice ·	Date	Description		Amount	
	56005	01/15/2021	1099 forms, W2 forms, envelopes		\$312 25	
97261	01/22/2001			UPEC LIUNA LOCAL 792		\$950 00
	Invoice	Date	Description		Amount	
	UPEC013121	01/15/2021	January UPEC dues		\$950.00	
			1001 - Payroll			

City of Capitola

City Checks Issued January 22, 2021

011		_	,	,,		_
Check Number 97262	Invoice Number 01/22/2021	Invoice Date	Description	Payee Name US BANK PARS Acct 6746022400		Transaction Amount \$630 18
	Invoice	Date	Description		Amount	***************************************
	PARS010921	01/09/2021	PARS contributions PPE 1/9/21		\$630 18	
			1001 - Payroll		*****	
97263	01/22/2021			WATSONVILLE POLICE DEPARTMENT		\$1,050.00
	Invoice	Date	Description		Amount	01,000.00
	R20-CPD-003	01/05/2021	November pistol range training (3 days)		\$1,050 00	
			,		• .,	
97264	01/22/2021			WESTERN EXTERMINATOR COMPANY		\$128 00
	Invoice	Date	Description		Amount	
	7061783	12/31/2020	December City Hall rodent control		\$64 00	
	7061784	12/31/2020	December turnouts rodent control		\$64 00	
97265	01/22/2021			WITMER-TYSON IMPORTS INC		\$650 00
	Invoice	Date	Description		Amount	
	T13885	01/13/2021	December K-9 training		\$ 650 00	
			-			
97266	01/22/2021			Deedee Wilson		\$100 00
	Invoice	Date	Description		Amount	
	DWilson011121	01/11/2021	Village parking permits refund		\$100.00	
Check Tot	als.					\$48,274 69
EFT						
1069	01/19/2021			CalPERS Member Services Division		\$52,372 37
	Invoice	Date	Description		Amount	
	1001765121-4	01/09/2021	PERS contributions PPE 1/9/21		\$52,372 37	
			1001 - Payroll			
1070	01/19/2021			EMPLOYMENT DEVELOPMENT DEPARTMENT		\$7,289 38
	Invoice	Date	Description		Amount	
	1-634-824-352	01/09/2021	State taxes PPE 1/9/21		\$7,289.38	
			1001 - Payroll			
1071	01/19/2021			INTERNAL REVENUE SERVICE		\$25 024 28
	Invoice	Date	Description		Amount	
	31061766	01/09/2021	Federal tax & Medicare PPE 1/9/21		\$25.024.28	
			1001 - Payroll			
				07.15 01001.005.15.17.11.17		****
1072	01/19/2021	0-1-	Depositories.	STATE DISBURSEMENT UNIT		\$652 61
	Invoice	Date	Description		Amount	
	34554446	01/09/2021	Employee garnishments PPE 1/9/21		\$652 61	
			1001 - Payroll			
1073	01/19/2021			VOYA FINANCIAL		\$8,014.55
1073	Invoice	Date	Description	VOTATINANOIAL	Amount	\$6,614.33
	VOYA010921	01/09/2021	457 contributions PPE 1/9/21		\$8,014.55	
	10 1A0 (1921	S ITUSTZUZ I	1001 - Payroll		¥0,014 33	
			100 i - Payion			
EFT Totals	s:					\$93,353 19
Main City	Totals		Cou	nt		Total
Checks				41		\$48,274.69
EFTs				5		\$93,353.19
All				46		\$141,627.88

City main account checks dated January 29, 2021, numbered 97267 to 97313, totaling \$89,874.50, 1 EFT totaling \$135.00, 3 library checks totaling \$536,833.83, and 93 payroll EFTS totaling \$165,749.95, for a grand total of \$792,593.28, have been reviewed and authorized for distribution by the City Manager.

As of January 29, 2021, the unaudited cash balance is \$4,231,104.26

CASH POSITION - CITY OF CAPITOLA January 29, 2021

1/29/2021
\$ (1,460,478.80)
\$ 157,818.81
\$ 2,061,345.66
\$ 522,829.72
\$ 1,796,700.93
\$ 65,231.46
\$ 299,946.22
\$ 578,832.92
\$ (104,917.98)
\$ 124,704.29
\$ 189,091.03
\$ 4,231,104.26

The <u>Emergency Reserve Fund</u> balance is \$1,374,205.54 (not included above). The <u>PERS Contingency Fund</u> balance is \$984,236.13 (not included above). The Library Fund balance is \$2,969,926.92 (not included above).

Jamie Goldstein, City Manager

Jim Malberg, City Treasurer

Jaic

Date

Packet Pg. 48

City of Capitola

City Checks Issued January 29, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name		Transaction Amount
97267	01/25/2021			TODD HANSON		\$2,718.00
	Invoice	Date	Description		Amount	
	0004	01/03/2021	BIA communication & marketing, social media l	boost	\$2,718.00	
			1321 - BIA			
97268	01/27/2021			GUARDIAN PUBLIC SAFETY INVESTIGATIONS		\$1,400.00
	Invoice	Date	Description		Amount	
	340	01/05/2021	PD employee background investigation		\$1,400.00	
97269	01/29/2021			A.L. LEASE CO.		\$451.51
	Invoice	Date	Description		Amount	
	132872	01/21/2021	PVC elbows, pipe, primer, cement		\$451.51	
97270	01/29/2021			ADAMS ASHBY GROUP INC		\$2,312.50
	Invoice	Date	Description		Amount	
	3352	01/01/2021	December CDBG-CV1 grant admin. 1350 - CDBG Grants		\$2,312.50	
97271	01/29/2021			ALVAREZ TECHNOLOGY GROUP INC		\$220.00
	Invoice	Date	Description		Amount	V==0.00
	58005	01/27/2021	February antivirus		\$220.00	
			2211 - IT Fund			
97272	01/29/2021			AMAZON CAPITAL SERVICES		\$38.02
	Invoice	Date	Description		Amount	
	1LYW-JT6M-YQ91	01/24/2021	Desktop speakers		\$21.79	
	13XY-7L97-1WPH	01/27/2021	Mouse pads		\$16.23	
			1000 - General Fund \$21.79			
			2210 - Stores Fund \$16.23			
97273	01/29/2021			ARCHIVES & ARCHITECTURE LLC		\$375.00
	Invoice	Date	Description		Amount	
	2014	01/11/2021	#20-0444 201 Capitola Ave. historic review		\$375.00	
97274	01/29/2021			AT&T/CALNET 3		\$2,459.24
	Invoice	Date	Description		Amount	
	000015897054	01/13/2021	January T-1 access		\$2,459.24	
97275	01/29/2021			AUTOMATION TEST ASSOCIATES		\$40.00
	Invoice	Date	Description		Amount	
	49133	01/22/2021	January wharf meter reading		\$40.00	
			1311 - Wildin Fullu			
97276	01/29/2021			BEAR ELECTRICAL SOLUTIONS INC.		\$646.80
	Invoice	Date	Description		Amount	
	11990	12/31/2020	December traffic signal maintenance - routine 1310 - Gas Tax		\$646.80	
97277	01/29/2021			CA DEPARTMENT OF JUSTICE		\$196.00
	Invoice	Date	Description		Amount	
	488229	01/10/2021	December employee fingerprinting		\$196.00	
97278	01/29/2021			CALIFORNIA PARK AND RECREATION SOCIETY		\$555.00
	Invoice	Date	Description		Amount	
	CPRS011921	01/19/2021	Annual membership renewal		\$555.00	

Number 97279	Invoice Number 01/29/2021	Invoice Date	Description	Payee Name CAROLYN FLYNN	Transaction Amount \$2,755.00
9/2/9		Data	Description	CAROLTN PLTNN Amo	
	Invoice CBF-12-2020	Date 01/06/2021	Description Description		
	CBF-12-2020	01/00/2021	December affordable housing program manag 5552 - Housing Successor	32,733	.00
97280	01/29/2021			CERTIFIED FOLDER DISPLAY SERVICE INC	\$1,814.81
	Invoice	Date	Description	Amo	unt
	583466	01/19/2021	BIA advertising April - June 2021	\$871	.79
	583466-2	01/21/2021	BIA advertising July - December 2021	\$943	.02
			1321 - BIA		
97281	01/29/2021			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$559.00
	Invoice	Date	Description	Amo	unt
	2896	01/26/2021	December televised meetings	\$559	.00
97282	01/29/2021			CSG Consultants Inc.	\$375.00
	Invoice	Date	Description	Amo	unt
	B201704	01/05/2021	December building plan review services	\$375	.00
97283	01/29/2021			Division of the State Architect	\$199.20
	Invoice	Date	Description	Amo	unt
	DSA123120	12/31/2020	October - December disability access & education	ation fee \$199	.20
97284	01/29/2021			FLYERS ENERGY LLC	\$2,017.58
	Invoice	Date	Description	Amo	unt
	21-249842	01/14/2021	377 gallons gasoline	\$1,299	
	21-249843	01/14/2021	94 gallons diesel	\$321	
	21-251169	01/18/2021	Curb hose, husky 3360 VR, 3x4 breakaway	\$395	.96
97285	01/29/2021			HOME DEPOT CREDIT SERVICES	\$856.91
	Invoice	Date	Description	Amo	
	2524717	01/20/2021	Marker, all steel tamper	\$38	
	2524699	01/20/2021	Construction adhesive	\$13 spigot \$63	
	3054822	01/19/2021	Wharf wax toilet seal, PVC cement, wax ring,		
	8523866 0611856	01/14/2021 01/12/2021	Coaxial staples, HDMI adapter, various adapter Rust stopper		.65
	5512620	01/07/2021	Mag bit holders, aerosol, combo alarms, buck		
	6053929	01/06/2021	Mag bit holders, socket adapter, tool bag, cou		
	7621471	01/05/2021	Micro-USB cable, USB charger	\$33	
	8522481	01/04/2021	Ear buds, lightning charger	\$58	.83
	1436965	12/22/2020	Palm tree plugs	\$177	.04
			1000 - General Fund \$793.03		
			1311 - Wharf Fund \$63.88		
97286	01/29/2021			JOHNSON ROBERTS & ASSOCIATES INC.	\$52.50
	Invoice	Date	Description	Amo	unt
	144655	01/19/2021	Employee background check	\$35	.00
	144702	01/25/2021	Employee background check	\$17	.50
97287	01/29/2021			KBA Document Solutions LLC	\$3.25
	Invoice	Date	Description	Amo	
	55Y1151262	01/25/2021	Recreation copier usage charges	\$3	.25
97288	01/29/2021			LEWIS TREE SERVICE INC.	\$2,400.00
	Invoice	Date	Description	Amo	
	32229	01/21/2021	Prune village palm trees	\$2,400	0.00

Check Number	Invoice Number	Invoice Date	Description	Payee Name		ransaction mount
97289	01/29/2021		-	MID COUNTY AUTO SUPPLY		\$156.26
	Invoice	Date	Description		Amount	
	MID-1109124	01/05/2021	Towels, scratch doctor, billet polish		\$36.76	
	MID-1134139	01/25/2021	Air filter		\$17.73	
	MID-1134113	01/25/2021	Oil filter, cabin air filter, serpentine belts, brake o	clean	\$101.77	
						••••
97290	01/29/2021			MISSION LINEN SUPPLY		\$244.16
	Invoice	Date	Description		Amount	
	514046046	01/20/2021	Fleet towels, uniform cleaning		\$36.50	
	514076812	01/25/2021	Recreation mats, mops, towels		\$75.00	
	514046047	01/20/2021	Corp. yard linen service, mats, towels		\$132.66	
97291	01/29/2021			NEW PIG CORPORATION		\$1,422.06
	Invoice	Date	Description		Amount	
	4922097-00	01/21/2021	Sump skimmer, absorbent pads and socks		\$1,422.06	
97292	01/29/2021			OUTDOOR SUPPLY HARDWARE		\$157.31
	Invoice	Date	Description		Amount	
	C43029	01/14/2021	Windex, dust mop refill, floor squeegee		\$66.45	
	C45939	01/19/2021	Return floor squeegee, dust mop, dust mop har	ndle	(\$15.82)	
	C36685	12/31/2020	Sandpaper, sanding discs, diamond point set		\$51.72	
	C34254	12/31/2020	Polyurethane spray, sandpaper, sanding discs		\$38.63	
		01/20/2021	Penetrating spray, WD-40		\$16.33	
	C46271	01/20/2021	Penetrating spray, VVD-40		\$10.55	
97293	01/29/2021			PACIFIC GAS & ELECTRIC		\$813.82
	Invoice	Date	Description		Amount	
	PGE012021-acct7	01/20/2021	Library electricity		\$813.82	
97294	01/29/2021			PALACE BUSINESS SOLUTIONS		\$360.00
0.20.	Invoice	Date	Description		Amount	
	4042346-0	01/14/2021	Prizes for art contest		\$360.00	
	10120100	0.77.0.2027	1315 - Public Art			
07205	04/20/2024			SAN LORENZO LUMBER		\$244.27
97295	01/29/2021	Data	Description	SAN LONEIVED COMBEN	Amount	Ψ277.21
	Invoice	Date	Description		\$14.29	
	55-0609222	01/13/2021	Esplanade park post		\$40.14	
	55-0333707	01/13/2021	Polyurethane gloss, saw			
	55-0609230	01/13/2021	Hole saws, flex seal, 12pc kit		\$156.10 \$33.74	
	55-0610907	01/20/2021	Memorial plaque lumber		\$33.74	
97296	01/29/2021			SANTA CRUZ COUNTY AUDITOR-CONTROLLER		\$6,228.00
	Invoice	Date	Description		Amount	
	SCC123120	12/31/2020	December citation processing		\$6,228.00	
97297	01/29/3021			SANTA CRUZ OCCUPATIONAL MEDICAL CENTER		\$334.00
	Invoice	Date	Description		Amount	
	I-1697€	12/31/2020	New employee medical exams		\$334.00	
97298	01/29/2021			SHORELIFE COMMUNITY CHURCH		\$150.00
	Invoice	Date	Description		Amount	
	104	01/01/2021	January OST room rentals		\$150.00	
97299	01/29/2021			SOQUEL CREEK WATER DISTRICT		\$1,233.20
31233	Invoice	Date	Description		Amount	
		01/14/2021	Monterey Ave. water		\$107.49	
	08-15299-0011421		Cliff and Fair View water service		\$40.40	
	08-15562-0011421	01/14/2021			\$780.26	
	09-15964-0011421	01/14/2021	Monterey Ave. Esplanade water		\$160.46	
	10-16317-0011421	01/14/2021	420 Capitola Ave. water		\$53.46	
	10-16315-0011421	01/14/2021	504 Beulah Dr. water		\$91.13	
	10-16316-0011421	01/14/2021	426 Capitola Ave. water		ФЭ1.13	

Check Number	Invoice Number	Invoice Date	Description	Payee Name		ransaction mount
97300	01/29/2021			T MOBILE		\$193.71
	Invoice	Date	Description		Amount	
	TM012121	01/21/2021	January cell phone usage		\$193.71	
07004	04/00/0004			THE HOME DEPOT PRO		\$329.26
97301	01/29/2021	5.	D. Colores	THE HOME DEPOT PRO	Amount	\$329.20
	Invoice-	Date	Description			
	595109190	01/15/2021	Janitorial supplies		\$164.63	
	595109208	01/15/2021	Janitorial supplies		\$164.63	
97302	01/29/2021			TIRE CHOICE AUTO SERVICE CENTERS		\$122.19
	Invoice	Date	Description		Amount	
	204965	01/21/2021	2016 Ford Police Interceptor misc. service, tire	e mount & balance	\$122.19	
97303	01/29/2021			TPX COMMUNICATIONS		\$1,537.54
	Invoice	Date	Description		Amount	
	139272303-0	01/23/2021	January phone service		\$1,537.54	
			1000 - General Fund \$838.78			
			2211 - IT Fund \$698.76			
97304	01/29/2021			UNITED WAY OF SANTA CRUZ COUNTY		\$20.00
97304		Data	Description	SHITES WAT OF SANTA SHOE SOUTH	Amount	020.00
	Invoice	Date 01/20/2021	January employee United Way contributions		\$20.00	
	UW013121	01/20/2021	1001 - Payroll		QL 0.00	
97305	01/29/2021			VERIZON WIRELESS		\$2,883.46
	Invoice	Date	Description		Amount	
	9870984283	01/10/2021	January telephone charges		\$2,883.46	
97306	01/29/2021			VISIT SANTA CRUZ COUNTY		\$47,937.43
	Invoice	Date	Description		Amount	
	VSCC123120	12/31/2020	October - December tourism marketing distric	t remittance	\$47,937.43	
97307	01/29/2021			ZEE MEDICAL SERVICE CO.		\$133.84
3/30/	Invoice	Date	Description		Amount	
	66585144	11/17/2020	Medical supplies		\$133.84	
	00000144	11,11,2020				
97308	01/29/2021			Anita Alvarez		\$500.00
	Invoice	Date	Description		Amount	
	20-0393	01/15/2021	Tree deposit refund #20-0393		\$500.00	
97309	01/29/2021			Bradley & Victoria Todd		\$500.00
	Invoice	Date	Description		Amount	
	20-0533	01/27/2021	Tree deposit refund #20-0533		\$500.00	
97310	01/20/2021			George Flath		\$500.00
9/310	01/29/2021 Invoice	Date	Description	353.g5 (12.17)	Amount	
	19-0353	01/09/2021	Tree deposit refund 607 Oak Dr.		\$500.00	
	19-0333	01/05/2021	Tree deposit retails do? Oak Dr.		***************************************	
97311	01/29/2021			Jeffrey Lathan	Amount	\$500.00
	Invoice	Date	Description			
	20-0341	01/09/2021	Tree deposit refund 853 Sir Francis Ave.		\$500.00	
97312	01/29/2021			Stephen Ciari Plumbing & Heating Inc.		\$893.55
	Invoice	Date	Description		Amount	
	20-0479	01/11/2021	435 Riverview Ave. fence permit refund		\$893.55	
			1001 - General Fund \$851			
			1317 - Technology Fee \$42.55			

Check Number	Invoice Number	Invoice Date	Description		Payee Name		Transaction Amount
97313	01/29/2021				AT&T/CALNET 3		\$35.12
	Invoice	Date	Description			Amount	
	000015616006	11/13/2020	November telephone service	:		(\$154.84)	
	000015896386	01/13/2021	January telephone service			\$189.96	
			1000 - General Fund	\$(68.78)			
			2211 - IT Fund	\$103.90			
Type Che	ck Totals:						\$89,874.50
<u>EFT</u>							
1074	01/25/2021				DISCOVERY BENEFITS		\$135.00
	Invoice	Date	Description			Amount	
	0001276442-IN	12/31/2020	December COBRA and FSA	ı		\$135.00	
EFT Total	ls:						\$135.00
Library - L	ibrary						
241	01/29/2021				IRONSMITH INC.		\$2,877.47
	Invoice	Date	Description			Amount	
	22096	01/26/2021	Library compass rose			\$2,877.47	
242	01/29/2021				JOHN F OTTO INC ESCROW NO 02-701154		\$26,697.82
	Invoice	Date	Description			Amount	V 20,001.02
	13800retainer	01/21/2021	December library retainer			\$26,697.82	
243	01/29/2021				OTTO CONSTRUCTION INC.		\$507,258.54
	Invoice	Date	Description			Amount	·
	13800	01/21/2021	December library construction	n		\$507,258.54	
Library To	otals:						\$536,833.83
Main City	/ Totals			Count	1		Total
Checks				47			\$89,874.50
EFTs				1			\$135.00
All				48	ı		\$90,009.50
Library T	otals						
Checks				3			\$536,833.83
EFTs				0			\$0.00
AII				3			\$536,833.83
Payroll T	otals						
Checks				0	1		\$0.00
EFTs				93			\$165,749.95
All				93			\$165,749.95
Grand To	otals:						
Checks				50	•		\$626,708.33
EFTs				94			\$165,884.95



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: City Manager Department

SUBJECT: Amend the Conflict of Interest Code to Reflect Current Organizational Structure

RECOMMENDED ACTION: Approve resolution.

BACKGROUND: The California Political Reform Act requires jurisdictions to adopt a Conflict of Interest Code to identify positions that involve decision-making or participation in decision-making that may affect the personal economic interests of people holding those positions. These positions are in addition to those mandated in Government Code 87200. Once designated, the individuals occupying those positions are required to make annual disclosures in a Statement of Economic Interest (Form 700) regarding sources of income. These may include investments, interest in real property, and any business positions held outside of their employment with the City, and are identified in order to avoid potential conflicts of interest.

The California Fair Political Practices Commission (FPPC) requires local jurisdictions' conflict of interest code be reviewed, and amended if necessary, biannually in even years. Staff proposes amendments now, in early 2021, because an amendment review was not done in 2020. Regular review/amendments will be taken up in 2022 and continue biannually in even years as required. Staff proposed amending the Conflict of Interest Code in 2019, which Council adopted on April 11, 2019, however this was done in additional to the required schedule.

<u>DISCUSSION</u>: The proposed resolution: adds the Public Works project manager position (which in an oversight has not previously been listed in the Conflict of Interest Code), removes the maintenance superintendent and maintenance supervisor positions (positions which are no longer included in the City organization chart), and removes the City Manager department administrative services director position (a role no longer included in the City organizational chart).

FISCAL IMPACT: None.

Report Prepared By: Chloe Woodmansee

City Clerk

Amend Conflict of Interest Code February 11, 2021

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

2/5/2021

RESOLUTION NO. _

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA RESCINDING RESOLUTION NO. 4145 AND ADOPTING A REVISED CONFLICT OF INTEREST CODE FOR THE CITY OF CAPITOLA

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

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

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

WHEREAS, the City of Capitola adopted a revised Conflict of Interest Code effective on April 11, 2019, by Resolution No. 4145; and

WHEREAS, the Conflict of Interest Code is currently being updated to add to the list of designated positions in Appendix C and to clarify its application to designated persons.

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

- As of February 11, 2021, Resolution No. 4145 is rescinded, and this resolution shall become effective.
- 2. This resolution does not pertain to the following offices because these offices are already regulated by and subject to Government Code Section 87200: Council Members, Planning Commissioners, City Manager, City Attorney, and City Treasurer.
- 3. The terms of 2 Cal. Code of Regs. Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix "A" and "B" in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the City of Capitola.
- 4. Upon electronic filing or receipt of the statements of the Council Members, Planning Commission Members, City Manager, City Attorney, and City Treasurer, the City Clerk shall make and retain a copy and forward the original of these statements to the Fair Political Practices Commission. Designated employees shall file statements of economic interests with the City Clerk who will make the statements available for public inspection and reproduction (Government Code Section 81008). The City Clerk will retain statements for all designated employees.

Amend Conflict of Interest Co	ode
February 11, 2021	

I HEREBY CERTIFY that the foregoing Resolution v Council of the City of Capitola on the 11 th of February, 202	
AYES: NOES: ABSENT: ABSTAIN:	
	Yvette Brooks, Mayor
ATTEST:	
Chloé Woodmansee, City Clerk	

APPENDIX "A"

LIST OF DESIGNATED POSITIONS

TITLE DISCLOSURE CATEGORIES

Administrative Services Director	C, D
Architectural & Site Review	
Committee Public Members	
(Architect, Landscape Architect, and Historian)	Α
Art & Cultural Commission Members	Α
Assistant to the City Manager	C, D
Associate Planner	C, D
Building Official	C, D
Chief of Police	Α
City Clerk	С
Community Development Director	C, D
Deputy City Attorney	Α
Environmental Project Manager	C, D
Field Supervisor	С
Information Systems Specialist	В
Finance Director	Α
Historical Museum Board Members and Curator	С
Maintenance Superintendent	-C
Maintenance Supervisor	-C
Police Captain	Α
Project Manager	<u>C, D</u>
Public Works Director	C, D
Recreation Supervisor	С
Senior Planner	C, D
Senior Mechanic	С
Successor Agency	Α
Consultants *	Α

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

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

Amend Conflict of Interest Code February 11, 2021

same manner and location as this conflict of interest code.

APPENDIX "B"

DISCLOSURE CATEGORIES

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

CATEGORY A. All sources of income, interests in real property, and investments and

business positions in business entities.

CATEGORY B. Investments and positions in business entities, and sources of income.

including interests in real property, if the source is of the type which provide services, supplies, materials, machinery, or equipment of the

type utilized by the City of Capitola.

CATEGORY C. Investments and positions in business entities, and sources of income,

if the source is of the type which provide services, supplies, materials, machinery or equipment of the type utilized by the designated

employee's department or division.

CATEGORY D. Investments and positions in business entities, and sources of income,

including interests in real property, if the source is of the type that is subject to the regulatory permit or licensing authority by the department in which that person is employed or if the source of income is from land development, construction or the acquisition or sale of real property by

the City of Capitola.

General Provisions

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

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



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: City Manager Department

SUBJECT: Receive Update on Pandemic Response

<u>RECOMMENDED ACTION</u>: Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.

<u>BACKGROUND</u>: In December 2019, an outbreak of a respiratory illness linked to the novel coronavirus (COVID-19) was first identified. In March 2020, the state of California, the County of Santa Cruz, and the City of Capitola each declared a state of emergency due to the virus. Also in March, the World Health Organization declared COVID-19 a pandemic.

Since March, State and local health officers have issued health orders to stop the spread of COVID-19; in Santa Cruz County this included March, April, and May Shelter-In-Place orders that were more restrictive that statewide guidance. Since then, the County Health Officer has incorporated all Orders of the State Public Health Officer, which set baseline statewide restrictions on travel and non-residential business activities.

Blueprint for a Safer Economy & Local Tier Status

On August 28, 2020, the State Monitoring List was replaced by the Blueprint for a Safer Economy. In this new system, every county in California is assigned to a tier based on its rate of new COVID-19 cases and positivity. The tiers, from most restrictive to least, are: Purple-Widespread; Red- Substantial; Orange- Moderate; and Yellow- Minimal.

At the start of this system on August 31, Santa Cruz County was placed in the Purple-Widespread tier. Originally, tier assignments were announced weekly, on Tuesdays. Since the surge in November, the California Department of Public Health (CDPH) has announced that tier assignments may be announced at any time and could occur more than once a week. The table below shows where Santa Cruz County has fallen within the tier system since its implementation.

Date	Tier Assignment	Weeks in Tier
August 31	Widespread Tier	Two
September 8	Substantial Tier	Seven

COVID-19 Emergency- Update 19 February 11, 2021

October 27	Moderate Tier	Two
November 10	Substantial Tier	Two
November 16	Widespread Tier	Eleven+

As of February 2, there are 54 California Counties are in the Purple-Widespread tier, one County is in the Substantial-Red tier, and three are in the Moderate-Orange tier.

California State Regional Stay-Home Order

On December 3, Governor Newsom announced a new Regional Stay-Home Order, to go in effect in any region with less than 15% of Intensive Care Unit (ICU) hospital availability. California has been divided into five regions for the purposes of the order, with Santa Cruz County in the Bay Area Region. The Order mandated restrictions for the entire region, additional to those required under any County's current tier assignment. In the Bay Area Region, the Order commenced on Thursday, December 17, at 11:59pm, and was implemented because data released by the state showed ICU capacity fell below the threshold of 15% availability.

On January 25, 2021, Governor Newsome announced that the Regional Stay-Home Order had ended for the entire state. The Blueprint for a Safer Economy orders remain in place, and Santa Cruz County remains within the Purple Widespread tier. Although the Regional Stay-Home Order is no longer in effect, all individuals living within the State of California are currently ordered to stay home or at their place of residence, except for permitted work, local shopping or other permitted errands, or as otherwise authorized.

Local Case Numbers and Statistics

As of February 5, 2021, the Bay Area Region's ICU availability is 18.1%. The Region has a four-week availability projection of 33.3% as of February 1.

As of February 5, 2021, there are 13,790 known COVID-19 cases in the County; of the known cases 373 are in the City of Capitola. There have been 155 deaths in our County.

In Santa Cruz County, the rate of new cases per day per 100k is at 31.0, with an adjusted case rate for tier assignment of 24.4. There is an overall positivity rate of 5.6%.

<u>DISCUSSION</u>: Due to the City, County, and State's emergency declarations, City departments continue to implement strategies to protect the community and employees while maintaining essential levels of service to the public.

If major changes occur between the date of agenda publication and the City Council meeting, further updates on the regional and local coronavirus response can be provided in a verbal report at the meeting.

<u>FISCAL IMPACT</u>: Fiscal impacts from the pandemic have been accounted for in the updated FY 20/21 Budget. Those impacts are being reviewed on a quarterly basis by the City Council. In addition, the City Council has set aside \$600,000 to help ensure the City has available resources should the pandemic result in further unforeseen impacts. The next scheduled budget review will occur in early March.

COVID-19 Emergency- Update 19 February 11, 2021

Report Prepared By: Chloe Woodmansee City Clerk

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

2/5/2021



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: City Manager Department

SUBJECT: Capitola Historical Museum 2020 Annual Report

RECOMMENDED ACTION: Receive report.

<u>BACKGROUND</u>: The Capitola Historical Museum, like many facilities, has been unable to open since the onset of the COVID-19 pandemic. Prior to the closure of the museum to the public in March 2020, the Museum was able to show a film and open a new exhibition.

In lieu of being open to the public, the Museum Curator, Frank Perry, has focused on getting information out via the internet and other means. In addition, Mr. Perry has worked on improving the organization and cataloguing of the Museum collection and assets. The Museum Curator continues to meet with the Board to develop and plan ways to reach the public.

<u>DISCUSSION</u>: Some of the work undertaken by the Museum in 2020 includes the following:

In January, the Capitola Museum hosted a showing of the 1920 movie, The Testing Block, which was partially filmed in Capitola. More than 130 people attended the showing at the Capitola Community Center. The film has been added to the Museum's YouTube channel.

In January and February, a new museum exhibition was created: *Capitola Then and Now.* Volunteer training was held on February and the exhibition opened to the public on March 1. The exhibition will remain in place until visitors can attend once again.

The Museum has continued to provide the weekly "Focal Point" feature in the Santa Cruz Sentinel, showcasing historic photos of Capitola and other places around the county.

The Museum published three issues of its Capitola Sunset newsletter this year which is sent to a mailing list of nearly 300 people.

In honor of the centennial of the Rispin Mansion, a special website was created to document the story of the Rispin family, the mansion, and Capitola during the 1920s more thoroughly than ever before.

The Museum continues to post messages on Facebook about once a week, showcasing historic photographs or publicizing important upcoming events. Curator Frank Perry was interviewed about Capitola history on KSQD Radio on November 16, 2020.

Two panels of historic photographs have been temporarily mounted on the front of the Museum for viewing while it is closed. In addition, a new and improved museum sign has been designed for the front of the Museum and will hopefully be installed soon.

Capitola Historical Museum 2020 Annual Report February 11, 2021

FISCAL IMPACT: No anticipated fiscal impact

ATTACHMENTS:

1. Capitola Museum Annual Report 2020

Report Prepared By: Larry Laurent

Assistant to the City Manager

2/5/2021

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

Packet Pg. 65

Annual Report for the Year 2020, Capitola Historical Museum



Publishing of 2020 Calendar

The Museum published a 2020 calendar as a fundraiser, using historic images from the Museum's collection.

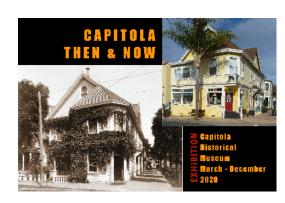
Showing of The Testing Block

Over 130 people attended the showing of the movie, *The Testing Block*, in January at the Capitola Community Center. It

was the centennial of the filming of this silent western in Capitola. The film was later added to the Museum's YouTube channel with an introduction telling about its filming in Capitola and in the San Lorenzo Valley. https://www.youtube.com/watch?v=MU78Jz7v8MM&t=3539s. It has had over 500 views.

New Exhibition

In January and February a new exhibition was created: *Capitola Then and Now*. Volunteer training was held on Feb. 29 and the exhibition opened to the public on March 1. Unfortunately, the Museum had to close later in March due to the pandemic. The exhibition will be held over through 2021.



Focal Points

The Museum continued to provide the weekly "Focal Point" feature in the *Santa Cruz Sentinel*, showcasing historic photos of Capitola and other places around the county. It reaches over 16,700 readers each week and has been immensely successful in calling attention to Capitola and the Museum and in attracting donations of historic photographs.



Capitola Sunset

The Museum published three issues of its Capitola Sunset newsletter this year which is sent to a mailing list of nearly 300 people. Two were theme issues: one with articles by board members about Capitola during the pandemic, and one on women in Capitola history (in commemoration of the centennial of the 19th amendment to the U.S. Constitution). https://www.cityofcapitola.org/sites/default/files/fileattachments/capitola_museum/page/3773/capitola_sunset_summer_2020-rev_2-jan_2021-final.pdf.

Collections Curation

The Museum continues to make important improvements to the organization and storage of its collections. Recent acquisitions have been cataloged and inventories have been made of several of the collections, including the Begonia Festival archives. In November, work began on taking an inventory of the Museum's collection of framed art and building better storage cabinets for the art.

Annual Report for the Year 2020, Capitola Historical Museum

Each art work is being inspected and photographed, with minor cleaning being done where appropriate. The inventory will eventually include works of art hanging at City Hall and the Capitola Community Center, and outdoor public art.

Transcription of Messini Manuscript and Benbow Letters

A transcription has been prepared of the hand-written Edna Messini manuscript, in which she shares her personal stories of Capitola in the 1950s and 1960s. Work also began on transcribing the Helen Benbow letters, written in Capitola and sent to her family in 1919-1921. Benbow was an apprentice and student of George McCrea, architect of the Rispin Mansion and other Rispin projects in Capitola at that time.

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Responding to Public Inquiries

The Museum continues to respond to requests for information and offers of historic Capitola photos and artifacts. A recent donation of aerial photographs by Trini Contreras document the development of the 41st Avenue area from the 1960s through 1990s. The Museum also received original archival materials that belonged to Pawla's Violet Farm, an early day Capitola nursery.

Creation of the Rispin Mansion Centennial Website



Work on the Rispin Mansion began in late 1919, and it was finished in early 1921. In honor of the centennial, a special website has been created to document more thoroughly than ever before the story of the Rispin family, the mansion, and Capitola during the 1920s (the period during which Rispin owned the town). The website includes a biography of the Rispins, a slide show

of historic photographs, a timeline, trivia game, and videos and will serve as a community resource for many years into the future. The research materials gathered to produce the website will be stored permanently at the Museum. Visit https://rispincapitola.weebly.com.

Facebook

The Museum posts messages on Facebook about once a week, showcasing historic photographs or publicizing important upcoming events. Some of the more popular posts have reached several thousand people.

Outdoor Displays

Two panels of historic photographs have been temporarily mounted on the front of the Museum for viewing while it is closed. One features beach scenes, the other trains. Joshua Henshaw, youth representative to the board, helped with this project.

Annual Report for the Year 2020, Capitola Historical Museum

Our walking tour brochure of Capitola is available on the Museum website and paper copies are available at a box in front of the Museum.

On the Radio

Curator Frank Perry was interviewed about Capitola history on KSQD Radio November 16. For those who missed it, this program is archived on KSQD's "Exploring Santa Cruz," https://ksqd.org/exploring-soquel-and-capitola/.

Museum Sign

A new and improved museum sign has been designed for the front of the Museum. It will be installed later this year when approved by the city.

Capitola Historical Museum Board of Trustees
Niels Kisling, President
David Peyton, Vice President
Pamela Greeninger, Secretary
Brian Legakis, Treasurer
Emmy Mitchell-Lynn
Dean Walker
Gordon van Zuiden
Joshua Henshaw, Youth Representative

Curator Frank Perry



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: Community Development

SUBJECT: Local Early Action Planning Grant Update and Affordable Housing Nexus Study

Contract

RECOMMENDATION: That the City Council:

1. Receive an update on the City's Local Early Action Planning (LEAP) Grant Projects.

- 2. Authorize the City Manager to enter an agreement with Economic and Planning Systems, Inc in the amount of \$40,890 for the LEAP grant project to prepare a residential nexus study and a housing fee feasibility analysis.
- 3. Approve a resolution to amend the City budget to include the \$65,000 grant award.

BACKGROUND: In the 2019-20 Budget Act, Governor Gavin Newsom allocated \$250 million for all regions, cities, and counties to prioritize planning activities that accelerate housing production to meet identified needs of every community. With this allocation, the State of California Department of Housing and Community Development (HCD) established the Local Early Action Planning Grant Program (LEAP) with \$119 million for cities and counties. Small size jurisdictions such as Capitola can apply for and receive up to \$65,000 in LEAP grant funding.

The Local Early Action Planning Grants (LEAP) may be utilized by local governments for the preparation and adoption of planning documents and process improvements that accelerate housing production or facilitate compliance that implements the sixth-cycle Regional Housing Needs Assessment (RHNA). Eligible activities must be related to housing planning and facilitate the streamlining and acceleration of housing production.

On May 14, 2020, the City Council authorized staff to apply for the LEAP grant to facilitate the rewrite of the Capitola Municipal Code Chapter 18.02: Affordable (Inclusionary) Housing.

On December 2, 2020, the City of Capitola was awarded the LEAP grant for \$65,000. The budget for the \$65,000 LEAP grant included \$35,000 to complete an affordable housing nexus study and \$30,000 to update the City's Inclusionary Housing Ordinance (IHO).

<u>DISCUSSION</u>: The City of Capitola's IHO, codified under Capitola Municipal Code Chapter 18.02: Affordable (Inclusionary) Housing, was originally adopted in 2004. The City's IHO was last updated in 2013. Since that time, numerous relevant changes in state law and the housing market have taken place, making it an opportune time to update the ordinance.

LEAP Grant Update and Affordable Housing Nexus Study Contract February 11, 2021

Under the AB1600 "Mitigation Fee Act" of 1987 (Government Code Sections 66000-66025), cities may charge impact fees to new development that offset the impacts new development causes on public services. To comply with the Mitigation Fee Act and the Takings Clause of the U.S. Constitution, there must be an "essential nexus" between the development and the impacts that the fee seeks to mitigate, and a development fee must be "roughly proportional" to the development's impact.

Before adopting an impact fee on development, the City must complete a nexus study to determine what impact development has on the City's affordable housing stock. The impact fee is then based on that study. After preparing and adopting the study, and imposing the fee, the City must prepare an annual report providing specific information about those fees; the nexus study must be updated periodically.

On August 26, 2020, the City Council received an update on the City's IHO and provided direction on six policy items related to updating the IHO. The City Council directed staff to initiate an affordable housing nexus study in preparation for the updated IHO. On October 8, 2020, staff brought the first draft of the IHO ordinance to the City Council. The item was pulled from the agenda with direction to hear the item at a future meeting. Staff plans to proceed with the IHO update upon completion of the nexus study.

On November 17, 2020, the City published a request for proposals (RFP) for an affordable housing nexus study. The RFP was published for 30 days and the City received three proposals from qualified applicants. A committee comprised of local affordable housing program administrators reviewed the three submittals and identified Economic & Planning Systems, Inc. (EPS) as the top applicant.

EPS, Inc is a planning economics consulting firm with expertise in affordable housing policies and programs. Their proposal (Attachment 1) included completion of a housing nexus study (\$33,300), an option for a housing fee feasibility analysis (\$6,090), and an optional additional public hearing (\$1,500). The housing feasibility analysis reviews the "maximum supportable fees" from the nexus study and further analyzes to ensure the fees can be supported by the local development community. Fees that are overburdensome are counterproductive as they obstruct efforts toward the City's goals for housing production. Staff recommends the City Council approve a contract is for \$40,890 to complete the housing nexus study and housing fee feasibility analysis.

<u>FISCAL IMPACT</u>: The update of the City's IHO and Nexus study will be a collaboration between the City Attorney, City Staff, contractor Carolyn Flynn, and EPS, Inc.

	Deliverable	Budget
Burke, Williams, & Sorensen	Draft IHO Update	\$12,500
Carolyn Flynn	Review IHO Update	\$2,102
Staff	Draft IHO Update	\$9,508
EPS, Inc.	Nexus Study &	\$40,890
	Fee Feasibility Study	
Total Budget		\$65,000

The proposed IHO update, nexus study, and fee feasibility analysis will be covered by the \$65,000 LEAP grant. A resolution and budget amendment are Attachments 2 and 3.

LEAP Grant Update and Affordable Housing Nexus Study Contract February 11, 2021

ATTACHMENTS:

- 1. EPS Affordable Housing Nexus Study Proposal
- 2. LEAP Grant Budget Amendment Reso
- 3. LEAP Grant Budget Amendment

Report Prepared By: Katie Herlihy

Community Development Director

Reviewed and Forwarded by:

1. COVER LETTER

December 15, 2020

Katie Herlihy Community Development Director City of Capitola 420 Capitola Avenue Capitola, CA 95010

Subject: Proposal to Complete Affordable Housing Nexus Study; EPS #201117

Dear Ms. Herlihy:

Economic & Planning Systems, Inc. (EPS) appreciates the opportunity to submit this response to the Request for Proposals (RFP) to prepare an affordable housing nexus study for the City of Capitola. EPS understands that the City is seeking this study to complement a broader upcoming update to its Inclusionary Housing Ordinance.

Founded in 1983, EPS is a land use economics consulting firm with offices in Oakland, Los Angeles, Sacramento, and Denver. EPS's practice is at the forefront of evolving affordable housing policy. We have developed a robust technical and analytical framework for evaluating the demands for affordable housing, and our broader practice in housing and residential real estate development allows us to ensure that inclusionary housing policies are effectively integrated with other financing mechanisms and resources. EPS also applies understanding of real estate economics and land use planning to ensure housing policies and related zoning requirements effectively balance the requirement for meeting the area's housing needs with the feasibility of new development.

During the past several years EPS has prepared nexus-based fee studies related to affordable housing for many California jurisdictions, including Walnut Creek, Petaluma, Pleasanton, Sunnyvale, Santa Rosa, Mountain View, San Mateo, and Palm Desert, as well as Sonoma and Mono Counties. In addition, we have provided inclusionary housing and in-lieu fee studies for many California jurisdictions and others outside of California, including a number of resort communities and others where second homes represent a significant portion of new housing development. EPS is therefore well positioned to provide Capitola with the technical analysis and knowledge of best practices needed to complete a Nexus Study.

Our proposal contains EPS's approach, methodology, work plan, and proposed budget, as well as more information on the firm's experience and staff expertise. As a Managing Principal of EPS, I am authorized to contractually obligate the organization and negotiate on behalf of the organization. Any questions may be addressed to Darin Smith at (510) 841-9190 or dsmith@epsys.com or at the address noted in the margin.

The Economics of Land Use



Economic & Planning Systems, Inc. 1330 Broadway Suite 450 Oakland, CA 94612 510 841 9190 tel

Oakland Sacramento Denver Los Angeles The EPS Team is enthusiastic about working for the City of Capitola and happy to address any additional questions you may have, and any modifications to the scope of work and budget that better suit your needs. We look forward to hearing from you.

Sincerely,

ECONOMIC & PLANNING SYSTEMS, INC.

Darin Smith Managing Principal

2. Consultant Biography

About EPS

EPS is a land economics consulting firm experienced in the full spectrum of services related to real estate development, economic and market analysis, public/private partnerships, and the financing of government services and public infrastructure. Since 1983, EPS has provided consulting services to hundreds of public and private sector clients in California and throughout the United States. Clients include cities, counties, special districts, multi-jurisdictional authorities, property owners, developers, financial institutions, and land use attorneys. EPS applies a multi-disciplinary approach to our work, engaging policy issues against the backdrop of fiscal, economic, land use, and public finance opportunities and constraints. Our areas of expertise include the following:

- Affordable Housing Policies and Programs
- Public Finance and Development Impact Fees
- Fiscal Impact Analysis
- Economic Impact Analysis
- Development Negotiations Support
- Land Use Planning and Growth Management
- Real Estate Market and Feasibility Analysis
- Regional Economics and Industry Analysis

EPS Housing Philosophy

Affordable housing should be viewed as an integral part of the urban fabric, conferring far-reaching economic and social benefits that provide the underpinnings for sustainable growth and stable communities.

In recent years, many communities throughout California have seen increased housing demand push average rents and home prices beyond the level that median-income households can afford. Eventually, rising housing costs may force many households to move away from their traditional homes and places of employment. The lack of access to affordable housing affects all sectors of society and is a problem for a wide range of workers including those in service sector jobs and government employees.

A lack of affordable housing can affect all aspects of our economic and social lives. When large sectors of the workforce leave an area in search of more affordable housing, a combination of outcomes can occur: a palpable shortage of labor and/or increased traffic and pollution problems as workers commute long distances to their jobs. As quality-of-life measures decline, new industries may be deterred from moving

to the area and existing businesses may decide to relocate, recognizing that they are not able to attract the labor they need.

The availability of a range of housing options affordable to a range of income levels is essential to sustaining our communities and must be addressed at both the regional and local levels. Without strategies to maintain housing options and affordability, the economic opportunities and quality-of-life aspects that originally led to high housing demand and high property values may be lost.

EPS provides a variety of services related to the formulation of affordable housing policies and programs. These include inclusionary housing ordinances and in-lieu fees, nexus studies to support affordable housing impact fees on residential and nonresidential development, feasibility analyses and program design for specific development projects' incorporation of affordable units, drafting of Housing Elements, and comprehensive housing strategies and policies leveraging a wide variety of funding and regulatory mechanisms. We understand that affordable housing requirements on new development represent a constraint as well as an opportunity, and seek to craft viable balanced solutions that represent equitable and sustainable solutions to communities' affordable housing needs.

3. QUALIFICATIONS

Relevant Projects

As an integral part of its practice, EPS provides a range of services related to housing development and policy. EPS's clients for housing analyses include both public- and private-sector organizations, reflective of EPS's commitment to objective economic analysis of policies and projects. Among its areas of expertise in housing policy, EPS works with jurisdictions to develop and retool their inclusionary housing programs to meet changing markets and performs the calculations and analysis to establish in-lieu fees. The following project profiles detail recently completed consulting assignments with a similar scope and context to the proposed work plan.

Walnut Creek Affordable Housing Impact Fees

Walnut Creek, California

The City of Walnut Creek had an inclusionary housing policy and commercial linkage fee program that had not been updated for an extended period. EPS was retained to conduct new analysis to determine updated fee levels that reflected contemporary economic conditions. Beyond a mere mathematical update, the City's leadership was particularly interested in understanding how changes to their housing-related fees would affect development feasibility, as well as yield financial resources to advance their affordable housing goals. Through extensive stakeholder outreach and public meetings, EPS explored these issues including an analysis of the City's overall development fee burdens (inclusive of fees for transportation, open space, etc.), a comparison among other jurisdictions, and an assessment of the effect of fees on project feasibility. EPS also provided a literature review regarding the impact of inclusionary housing programs on overall housing production and affordability, as well as case studies of alternatives to development fees that could be pursued to fund affordable housing, such as local housing bonds, that could distribute the financial impact rather than relying on new construction to generate housing funds. The City adopted fees based on EPS's analysis in 2017. We encourage Capitola to review our for-sale housing fee nexus study for Walnut Creek as an example of our approach, though we would tailor our methods and assumptions for Capitola's unique circumstances.

Mountain View Inclusionary Housing Ordinance Update and Fee Study

Mountain View, California

The City of Mountain View has faced extreme housing pressures as a major employment center in Silicon Valley. EPS was retained by the City to assist with updating the inclusionary housing ordinance to better reflect contemporary development economics as well as evolving policy considerations. In Mountain

View's case, the City was interested in encouraging a diversity of housing pricing within their inclusionary units, rather than a single income level (for example, all affordable units at 50 percent of AMI). EPS worked with City staff to understand the economic conditions they hoped to address with the updated policy, and calculated a variety of ways to amend the policy accordingly. The calculations involved different affordability requirements as they might be applied to different types of housing developments (product types, densities, and tenures) to understand the feasibility implications of the variations. EPS also conducted individual and group discussions with housing developers and other industry representatives to ensure that the City's objectives were understood, the underlying cost and revenue assumptions were properly vetted, and staff's recommendations were previewed before going to Council. Mountain View adopted the inclusionary ordinance update and related in-lieu fees in 2019. Subsequent to that effort, the City has retained EPS to assist in understanding the impacts of SB 330 and how variations in the City's zoning and rent stabilization ordinances may affect future development opportunities.

San Mateo Inclusionary Housing Ordinance Update and Fee Study

San Mateo, California

For more than 15 years, EPS has conducted numerous studies for the City of San Mateo regarding affordable housing, including a broad strategy for increasing housing production, negotiation support for development projects, and most recently an update to the City's inclusionary housing ordinance. The City had long allowed developers to choose whether to provide 15 percent of units at one income level, or 10 percent of units at a lower income level. For-sale projects were allowed to provide affordable units at higher price points than rental projects. The City was interested in updating their policies and practices to better address their growing need for affordable housing. EPS's calculations involved different affordability requirements as they might be applied to different types of housing developments (product types, densities, and tenures) to understand the feasibility implications of the variations. One interesting aspect of this work was the incorporation of analysis regarding the impact of the State's density bonus mandates on development feasibility. EPS also conducted individual and group discussions with housing developers and other industry representatives to ensure that the City's objectives were understood, the underlying cost and revenue assumptions were properly vetted, and staff's recommendations were previewed before going to Council. These communications also sought developer input regarding the types and scale of various City incentives that might offset any increased inclusionary housing burden. San Mateo adopted the inclusionary ordinance update and related in-lieu fees in 2020.

Other Relevant Projects

In addition to the specific studies provided above, EPS has an extensive capacity to address other issues in housing policy, as outlined below. All of the projects cited below were led by Darin Smith, EPS's Principal-in-Charge for this Capitola assignment.

Affordable Housing Residential Nexus Studies

Mountain View, San Mateo, Sunnyvale, Pleasanton, Palm Desert, Walnut Creek, Santa Rosa, Petaluma, Rohnert Park, and Sonoma County, California

Many California jurisdictions have adopted inclusionary housing policies and ordinances requiring developers or new housing projects to provide a certain proportion of new units as "affordable" to households at targeted income levels, or else pay a fee in-lieu of providing such units. Before AB 1505, several legal challenges affected the implementation of these long-standing programs, and different communities had different responses to these challenges. One common response was to conduct nexus studies to establish the relationship between the addition of households in new market-rate housing and growth in demand for affordable housing.

EPS has been retained by several jurisdictions to assist with these analyses by providing technical analysis that demonstrates the relationship between household spending and job creation, and the affordable housing needs associated with those new jobs. After establishing this relationship based on local economic

factors, EPS has calculated an impact fee that can be used to subsidize the construction of new units for lower-income worker households. In addition, EPS typically conducts analysis demonstrating the feasibility impacts of the potential fees on new housing development, so that jurisdictions can select a fee level that will enhance rather than thwart their larger housing objectives. This analysis has been conducted for both for-sale and rental housing.

The levels of effort for these assignments has ranged from simply providing the technical nexus analysis to conducting surveys of comparable jurisdictions' programs and extensive feasibility testing of alternative fee levels to assistance or leadership in drafting ordinance language and implementation guidelines, depending on the preferences (and budget constraints) of the various clients served. In each case, public outreach was conducted during the analysis as well as during the policy discussion that followed. EPS has engaged with local housing developers and housing advocates in the course of these analyses, and in most cases has presented our findings to boards and elected officials. We have also engaged in discussions with building industry advocacy groups (and their consultants) and attorneys representing the Cities. In several cases, building industry stakeholders have commissioned peer reviews of EPS's technical work by land use economists, and EPS has publicly addressed the findings thereof to the satisfaction of our clients and elected officials.

Inclusionary Housing Ordinances and Fee Studies

Mountain View, San Mateo, Healdsburg, Laguna Beach, San Bruno, Newport Beach, Larkspur, Santa Rosa, Gilroy, Rohnert Park, Petaluma, Sonoma and Mono Counties, and other California jurisdictions

EPS has conducted numerous studies regarding inclusionary housing requirements and fees throughout California and in other states. In some cases, these studies have been limited to the calculation of a fee in lieu of a developer's obligation to provide affordable units under a pre-existing inclusionary ordinance. In other cases, EPS has helped to create or refine the actual inclusionary ordinances themselves, establishing levels of affordable housing requirements that appropriately reflect local housing needs as well as feasibility constraints, and identifying acceptable alternative means of compliance with the requirements and processes for evaluation and implementation. In most instances, this work has involved outreach with development industry stakeholders to work through financial feasibility issues as well as procedural recommendations.

4. Project References

- Wayne Chen, Assistant Community Development Director, City of Mountain View (650) 903-6462; <u>Wayne.chen@mountainview.gov</u>
- 2. Sandy Council, Housing Manager, City of San Mateo (650) 522-7223; scouncil@cityofsanmateo.org
- Margot Ernst, Housing Program Manager, City of Walnut Creek (925) 943-5899 x2208; <u>Ernst@walnut-creek.org</u>

PROJECT TEAM

EPS has assembled a team of highly qualified individuals with the experience necessary to successfully complete this project in concert with the ongoing efforts of the City and other stakeholders. As a relatively small firm (about 50 employees in four offices), EPS's policy is to bring the most relevant in-house talent to each assignment, and to manage our workload so that our clients are provided the highest level of service. While we generally leverage the expertise of our entire staff, each project is assigned a Principal-in-Charge and Project Manager.

A brief description of the role and background of the key EPS staff assigned to this effort is provided below. A detailed resume for each staff person below is provided in **Appendix A**.

Darin Smith, Managing Principal, will serve as Principal-in-Charge. He will lead all phases of the work program, including helping to direct the analytical framework, providing guidance on technical work, and interacting with City staff and policymakers. Darin is a recognized expert in housing policy, particularly with regards to developing a demand-based nexus methodology for affordable housing impact fee programs and working with jurisdictions to develop fee programs that are economically viable and promote affordable housing program goals. Over the last 20 years, Darin has worked on affordable housing programs and related fees for the diverse cities of Laguna Beach, Newport Beach, Burbank, Goleta, Sunnyvale, Mountain View, Pleasanton, San Mateo, Santa Rosa, Walnut Creek, Palm Desert, Watsonville, San Bruno, Gilroy, Larkspur, Rohnert Park, Petaluma, and in Sonoma and Mono Counties in California, as well as Austin, Texas. Darin has also led EPS's recent work on commercial linkage fees for many California jurisdictions. Through these and other projects, Darin has extensive experience communicating the complex economic realities and financial feasibility challenges of affordable housing development with stakeholder groups and to elected bodies. Darin spoke at the California APA Conference in 2015 on the topic of local approaches to enhancing funding for and production of affordable housing, including specific focus on nexus-based impact fees.

Kate Traynor, Senior Associate, will serve as the EPS Project Manager and key project contact for the City. Kate will provide the primary research and analytical tasks necessary to complete the work program, as well as provide day-to-day organizational support to ensure the tasks are completed with high quality and in a timely manner. Kate has worked with municipalities throughout California, providing real estate market analysis, development feasibility and fiscal impact modeling for a variety of land use plans and initiatives. She has also conducted market analyses for affordable housing developers applying for public financing, including Low-Income Housing Tax Credits. As such, she has a broad understanding of the housing development process from the public and private side, and of the policy approaches that can promote needed and desired housing development and related benefits in a community. Kate also has experience in working directly with municipal staff, elected officials, and community members, presenting on and facilitating discussions of community goals and objectives, local and regional market conditions, and policies that can bring the two into alignment.

EPS ensures it has the staff availability to complete the proposed work plan. Detailed hours by task scoped for each staff member are provided in **Section 5: Price**.

TECHNICAL APPROACH

Project Understanding

Capitola's Inclusionary Housing Ordinance (IHO), originally drafted in 2004, was last updated in 2013. Since that time there have been many changes to state law and the City's housing market has evolved. Capitola's location in a region dominated by lower growth industries, but adjacent to the jobs-rich San Francisco Bay Area, means many residents commute out of Capitola for work and the housing supply experiences pressure in the form of demand for vacation homes. According to the most recent Census data, the number of homes in Capitola that were used as vacation homes increased by roughly 40 percent between 2010 and 2019.

Increasingly, the Monterey Bay region's hospitality industry and retirement communities are supported by service workers who are forced to live far from their employers. Capitola's lower income population has declined in recent years: the current Housing Element reports 43 percent of households are below moderate income, down from over 50 percent in the previous Housing Element. This likely reflects the continued in-migration of retirees and high earning households to the City and the related displacement of

low earning households. According to Zillow, the median home value in Capitola is now nearly \$900,000, nearly double the value from 2012, and an indication of the changing income profile of new residents and challenges of longer-term residents to afford local housing costs.

The only income category in which Capitola has met its existing RHNA numbers is the above moderate category, without making much progress towards achieving its lower income targets. Because Capitola is mostly built out, with few vacant lots and minimal space for large projects, it is particularly challenging for the City to fulfill its RHNA obligations. In recent memory, new development has trended low density, for sale, and market rate with the vast majority of all approved permits being for single family home construction or additions to single family homes.

As a result of the *Palmer* case, some jurisdictions elected to bolster their affordable housing fees with nexus studies showing the relationship between the construction of new market-rate housing and the need for more affordable housing required by workers providing goods and services to the increasing population. Early in the post-*Palmer* era, EPS developed a robust and transparent methodology for establishing this nexus, using open-source data rather than third-party proprietary models to demonstrate how new residents create new jobs at various income levels. An example of our approach can be found in our <u>study for Walnut Creek</u> that resulted in Council-adopted amendments to that City's nexus-based affordable housing fee on residential development.

Establishing nexus requires scrutiny of the local housing supply and of recent development trends. The number of residents per household and household incomes, for example, are key drivers in determining the demand for public services created by new development and, accordingly, the size of a supportable nexus-based fee. Capitola's substantial secondary home inventory may complicate the nexus calculation: the demand for services by a homeowner who primarily lives elsewhere is more difficult to generalize.

EPS will work with the City to consider how the fee program may be customized to reflect Capitola's unique housing market and to achieve increased affordable housing production. These steps and perspectives are essential to maintaining a successful affordable housing fee program that:

- Meets legal requirements.
- Fulfills City affordable housing and economic development policy goals.
- Is economically viable and politically feasible.
- Promotes creativity in the marketplace.
- Is administratively easy to implement.

Scope of Work

EPS has developed the following technical and analytical framework to respond to the City's RFP. Given the iterative nature of this planning process, and the variety of technical issues that may arise, various elements of this Scope of Work may need to be updated as the process unfolds.

Task 1: Project Initiation and Document Review

Before beginning the analysis, EPS will participate in a "virtual" project initiation kick-off meeting with City staff to discuss the overall context of the Project and the City's specific objectives. The primary goal of this meeting is to finalize the scope, including an approach to engaging targeted stakeholders, project schedule, and other project related issues. Of particular interest will be an exploration of the City's preferred approach to the fees that may apply to residential development, including whether these must be nexus-based or translations of the City's inclusionary requirements. EPS has ample experience with both approaches, each of which implies a different legal standing and technical underpinnings.

EPS also will use this opportunity to identify and request existing data, documents, and other pertinent information that the City can provide. EPS will also review the City's current inclusionary ordinance and relevant sections of the Housing Element and other City guidelines before the meeting, in order to

facilitate a discussion with City staff about the City's goals for affordable housing development. The City program's consistency with evolving State law will also be discussed, including AB 1505, density bonus law, and other factors. In order to make sure that the City's affordable housing policies and programs are working together as a coherent program, it is recommended that the project team engage the City Attorney or other legal advisors at this time to gain their input and assure their comfort with Study approach.

Another goal during these initial conversations will be to identify the appropriate stakeholders with whom to engage in order to both identify potential issues of concern with regard to affordable housing policy, as well as to validate various assumptions necessary for the analyses in **Task 2**. Such stakeholders might include residential developers that are active in Capitola, housing advocate groups, and members of the general public interested in housing policy. Once the City staff have identified a list of such stakeholders, the City and EPS will coordinate one or more virtual stakeholder meetings.

The items listed above may require a follow-up conference call to reach consensus on the preferred approach. EPS will continue to engage stakeholders throughout the process of adoption of the fees by the Capitola City Council. EPS will also be available to support the presentation of the nexus studies and related analysis to the City Council. Our proposed budget assumes one such meeting will be required and one additional meeting will be an option available to the City. Finally, this meeting will be used to establish a management and reporting protocol for the entire project.

Task 2: Prepare Residential Nexus Studies

In **Task 1**, EPS and the City will be agreeing upon the preferred approach for calculating affordable housing fees that may apply to residential development. This discussion may result in one or both of the approaches described below; our proposed budget can accommodate either approach, but if both are requested, a budget amendment may be required.

Option 2a: Affordable Housing Demand from Full-Time Residents

In this approach, EPS will calculate the impact that new residential development would have if the residents live in Capitola full-time. If this approach is preferred by the City, EPS will presume that new homes or additions will represent housing for full-time residents who thus utilize a full range of businesses in Capitola. The City may prefer this approach in light of the fact that even if a new unit is originally intended as a second home, nothing precludes it from being occupied full-time and it may be prudent for the nexus-based fee to anticipate this possibility.

Option 2b: Affordable Housing Demand from Part-Time Residents

In light of trends indicating that Capitola's housing stock is increasingly used as second homes, EPS can calculate the impact that new residential construction may have on other industries if the homes are occupied for only a portion of the year. The occupants of such homes are likely to patronize certain businesses, such as restaurants or gardening services, at a higher proportion than do full-time residents, while patronizing other types of businesses to lesser degrees. In this approach, EPS will aim to estimate the impact that part-time residents may have, but the City may have reasonable concern that an assumption of part-time occupancy may understate the impact if the homeowners or potentially their guests occupy the homes for more time than the nexus analysis assumes.

Whether Option 2a or 2b (or a combination thereof) is preferred by the City, EPS will provide analysis of the nexus between development of both market-rate ownership and rental housing and the demand for affordable housing units. For each tenure type, the process involves three general steps, as described below.

Step 1: Compute Demand for Affordable Housing Generated by Market Rate Units

The first step is to estimate the impact that the addition of market-rate housing has on job creation and household formation. Using data regarding consumer expenditure patterns and wage levels for specific types of business, EPS will estimate the demand for local goods and services generated by the addition of market-rate housing and its occupants, convert that demand to a number for local jobs and worker households, and estimate the number of those worker households who cannot afford to pay market-rate housing prices. These figures are driven by the incomes of the households occupying the market-rate housing—the higher the cost of the housing, the higher the occupants' income, and the more spending and job creation is expected. For Capitola, EPS will pay particular attention to the impact that housing additions (expansions of existing homes) can have on the home's value and thus the income and spending patterns of households likely to occupy the home in the near- and long-term. For example, does adding 500 square feet typically increase home values by \$250,000? How does the income and spending patterns of the household that can afford the larger home differ from the spending attributable to households who could afford the formerly smaller home? EPS will calculate impacts for a range of unit types, sizes, and/or price levels to illustrate these effects.

Step 2: Affordability Gap Analysis

The second step is to determine whether and how much subsidy is required to provide new housing units for worker households of various income levels (e.g., moderate, low, and very low). Determination of a required subsidy amount involves the identification of appropriate housing types for lower-income workers (rental vs. for-sale, single-family vs. multifamily, etc.), an estimation of the costs of development (construction, land, fees, required financial returns, etc.), as well as an estimation of the unit values based on the prices at which the units are affordable to income-qualified households.

EPS will provide detailed initial assumptions and calculations to City staff for review and comment and make adjustments as appropriate. If further vetting or corroboration is desired, EPS will work with the City to identify appropriate participants (for-profit and nonprofit developers, etc.) with whom EPS will conduct conversations to review the development cost and value assumptions and calculations. Following these initial discussions and further consultation with City staff, EPS will make adjustments to the assumptions and calculations as may be appropriate. Based on calculations in this step, if the development costs are higher than the unit values under allowable rents, a subsidy or financing gap is identified and quantified.

Step 3: Compute Impact Fee per Market Rate Unit

The third step is to calculate the aggregate subsidy required to produce housing affordable and appropriate for those new worker households and allocate that aggregate subsidy back to the market-rate project driving that demand. EPS will calculate a technically derived amount for the maximum justifiable impact fee, consistent with this nexus logic. The results will include different nexus-based fees for housing units or additions at various sizes or price levels because the household spending and job creation associated with such households will vary by their income, as represented by price levels. EPS will also illustrate the equivalent number of units required at different income levels, which may be used as a standard for allowing developers to address their impacts through provision of units on site rather than payment of the impact fee. It is likely that the nexus-based impacts and resulting impact fees or unit requirements will be different than the City's current or past inclusionary requirements.

OPTIONAL Task 3: Housing Fee Feasibility Analysis

The preceding tasks will produce "maximum supportable fees," meaning the highest amount that the City could potentially charge different types of development to satisfy their affordable housing requirements and/or mitigate their full impact on demands for affordable housing. In many instances, it is impractical to charge the maximum amount because the fees would create too great a financial burden on desired

new development, thus thwarting the City's other policy goals (economic development, housing production, etc.).

In this optional task, EPS will compare the maximum fees to the costs and values of new development of various types, to determine whether the maximum fees represent such a burden and to estimate a figure at which the fees may be more feasibly incorporated into a developer's pro forma. EPS will create prototypical pro formas for residential and nonresidential development representing the various uses to which the fees may be applied. These pro formas will include the general costs of construction and other development activities, as well as the prevailing sale prices or lease rates achieved for such development. EPS will assess the extent to which the maximum fee reduces the profit margins or residual land values of projects, comparing these results to those under past affordable housing policies. In addition to relying on published development cost and lease rate information, EPS will conduct additional informal outreach to stakeholders during this task.

Feasibility testing may not be worth pursuing depending on the nature of new construction in Capitola: highly customized, luxury home construction is not easily prototyped as costs are difficult to standardize and owners, therefore builders, of luxury homes are less likely to be price sensitive. If desired by the City, the deliverable for this task will be a technical memorandum detailing the results of the feasibility analysis and implications for the implementation of impact fees.

Task 4: Fee Level Recommendation Report

For various reasons, the City may consider setting the fees below their maximum levels as indicated by the nexus study. For example, the City may wish to rely on other sources of revenue to fund affordable housing and may choose not to impose the entire burden on developers of market-rate housing. In addition, the maximum fees may be significantly higher than those imposed in comparable jurisdictions, creating a concern about the City's competitive position to attract new development. EPS will assist the City to identify and assess the applicability of such mitigating factors, to assess the policy impacts of different requirements below the maximum levels, and to recommend fees for implementation. The recommendations will include suggestions for annual adjustments to the fees, illustrating the formulae that can account for economic changes while also being reasonably replicable by City staff on an ongoing basis.

The deliverable for this task will include a recommended fee schedule for residential development, informed by the preceding technical analysis that will be incorporated by reference or as Appendices, and a summary implementation plan including recommended adjustment formulae. The deliverable will be provided in draft for Project Team review, and then revised as necessary to present to City elected and appointed officials.

Deliverables: Administrative Draft, Draft, and Final Report detailing findings of technical analysis and recommendations

Task 5: Meetings and Presentations

At key points during the Study, EPS will participate in discussions with City staff and development industry stakeholders. In addition, EPS anticipates participating in one (1) public hearing before the City Council. EPS has provided an estimated cost for additional remote meeting attendance in the Cost Estimate section below.

Schedule

EPS understands from the City's RFP that time is of the essence for this assignment. EPS is available to begin work immediately upon authorization to proceed and is prepared to complete **Tasks 1** through **4** within two (2) months of engagement. This schedule assumes that the contract with the City is executed

by the end of January 2021, and that the required input and data from city staff is provided in a timely manner. The timing of the **Task 5** public hearings and subsequent report revisions will depend on City meeting schedules. We anticipate finalizing a project schedule upon project initiation. In addition, as mentioned, EPS will be available to provide staff with regular progress reports as the project unfolds.

5. PRICE

Table 1 outlines a budget proposal for preparing the affordable housing nexus study for the City of Capitola. The budget is broken down by task. EPS anticipates that the basic scope for this project will require a budget not-to-exceed **\$33,300**. This figure includes all consultant services, as well as direct costs for data and document production, which are billed at cost. All meetings are currently assumed to be conducted via teleconference. If additional meetings are requested, the cost per meeting will be \$1,500 for phone/videoconference meetings and \$2,800 for in-person meetings. Additional tasks requested by the client will be billed on a time-and-materials basis at our standard hourly rates, and direct expenses are billed without mark-up. Charges are based on the amount of time actually spent. EPS provides monthly invoices for work performed, and anticipates payment within thirty (30) days.

Table 1 Cost Estimate

Task/		EPS Sta	ff	EPS Staff Cost	Direct	Total
Description	Smith Principal-in- Charge	Traynor Project Manager	Admin/ Production	Subtotal	Costs [1]	Cost
Task 1: Project Initiation and Document Review	10	12	1	\$5,510		\$5,510
Task 2: Prepare Residential Nexus Studies	20	50	1	\$16,350	\$500	\$16,850
Task 4: Fee Level Recommendation Report	6	18	2	\$5,690		\$5,690
Task 5: Meetings and Presentations	<u>10</u>	<u>10</u>	<u>2</u>	\$5,250		\$5,250
Total Hours	46	90	6			
Billing Rates [2]	\$300	\$205	\$100			
Total Project Costs				\$32,800	\$500	\$33,300
Optional Task 3: Housing Fee Feasibility Analysis	6	18	1	\$5,590	\$500	\$6,090
Optional Task 5: Additional Meeting and Revisions				\$1,500	per meeting	
Total Project Costs Inc. Optional Tasks				\$39,890		\$40,890

^[1] Expenses for data, report production, travel and other project related items are billed at cost.

^[2] Billing rates shown are applicable during 2020 and are subject to annual increases.



Staff Resumes





Education

Master of City Planning, University of Pennsylvania, 1997

Bachelor of Arts in Psychology, University of Pennsylvania, 1993

Previous Employment

Real Estate and Urban Planning Consultant, ZHA, Inc., Annapolis, MD, 1997– 2000

Retail Site Selection Consultant, Pep Boys, Inc., Philadelphia, PA, 1996–1997

Honors and Awards

Congress for the New Urbanism "Award of Excellence" 2001—Robert Mueller Municipal Airport Reuse Plan, Austin, TX

FTA/FHWA/APA "Transportation Planning Excellence Award" 2004–

Excellence Award" 2004— Valley Metro Rail Station Development Opportunities and Strategies, Phoenix, AZ

California APA "Award of Merit for Planning Implementation" 2002—Sonoma County Housing Element, Sonoma County, CA

California AIA and APA "Awhanee Award of Honor" 2002—Hayward Cannery Area Design Plan

Speaker—Best Practices in Transit-Oriented Development, Rail~Volution National Conference, 2007, 2008, 2010, and 2012

Panelist—Urban Land Institute "Transit-Oriented Development Marketplace," 2007, 2008, 2009, and 2010

Lecturer—Bay Area Housing Dynamics, Leadership San Francisco, Class of 2007, 2008, and 2009

Darin Smith

Managing Principal



ABOUT

Darin Smith is a real estate economist with broad experience providing strategic advice to public and private clients on the economic and financial dimensions of land use and real estate development. Darin has helped numerous jurisdictions create strategies to promote development of affordable housing, including inclusionary policies, in-lieu fees, jobs/housing linkage fees, and developer exactions. He also has particular expertise in urban redevelopment projects large and small, negotiating public/private development and financing agreements, evaluating opportunities for transit-oriented development, and creating downtown revitalization strategies and policies.

EXPERTISE

Affordable Housing Nexus Fee Studies

For San Mateo, Mountain View, Sunnyvale, Pleasanton, Santa Rosa, and Sonoma County, EPS has prepared nexus studies documenting the link between the development and occupancy of new market-rate housing and the demand for affordable housing, and recommending fees to mitigate these impacts.

Nonresidential Linkage Fee Studies

For Santa Rosa, Petaluma, Rohnert Park, Sonoma County, Windsor, Goleta, and Alameda, EPS has determined the housing needs created by new retail, office, and industrial development, recommended fee programs to mitigate those impacts, and in some cases drafted linkage fee ordinances that have been adopted.

Housing Element Updates

For Sonoma County and the Town of Winters, EPS has prepared Housing Elements documenting the inventory of housing supply and demand for special populations, a review of the character and effectiveness of existing policies, recommendations for new policies, and documentation of available sites for new housing.

Affordable Housing Programs and In-Lieu Fees

For the Cities of Laguna Beach, Gilroy, Larkspur, San Bruno, Goleta, and Newport Beach and the County of Sonoma, EPS has prepared ordinances requiring developers to provide affordable units within their market-rate developments or, under certain circumstances, to pay fees in-lieu of providing affordable units.

Affordable Housing Policy Reviews

For the Cities of San Mateo and Santa Rosa, EPS has worked with for-profit and nonprofit housing developers to evaluate and recommend policy options that can enhance the production of affordable housing while minimizing adverse affects on the production of market-rate housing.

Homestead Preservation District Analysis, Austin, TX

For the City of Austin, EPS is providing an analysis of nationwide "best-practices" to provide local funding for affordable housing, as well as analysis and recommendations for prioritizing housing investments and creating a sustainable financing strategy for affordable housing in gentrifying neighborhoods.



Education

Master of Urban and Regional Planning, University of California, Los Angeles, 2017

Bachelor of Arts, Latin American Studies and Economics, Oberlin College, 2009

Previous Employment

Senior Analyst, Harvey Rose Associates, LLC, San Francisco, CA (2017-2019)

Research Associate – Housing, UCLA Lewis Center for Regional Policy Studies (2016-2017)

Analyst, Federal Practice Group (FPG), Washington, DC (2013-2015)

Development Coordinator, National Low-Income Housing Coalition, Washington, DC (2011-2013)

Market Research Associate, LDS Consulting Group, Newton, MA (2010-2011)

Program Assistant, Juneau Economic Development Council, Juneau, AK (2009-2010)

Kate Traynor

Senior Associate



ABOUT

Kate Traynor joined Economic and Planning Systems, Inc. (EPS) in Summer 2019, bringing professional experience in affordable housing preservation, fiscal impact analysis, real estate market research, and spatial analysis. Her experience spans federal pilot program implementation, public-private partnerships, housing finance, and city budgeting.

SELECTED PROJECT EXPERIENCE

Santa Clara Downtown Precise Plan

EPS is providing strategic market and development feasibility analysis to support a Precise Plan for Downtown Santa Clara. EPS is evaluating the market and financial feasibility of various redevelopment options for an eight-block area in the historic downtown.

Sunnyvale Lawrence Station Area Plan Fiscal Impact and Residual Land Value Analysis

The City of Sunnyvale engaged EPS to analyze the fiscal effects attributable to the Station Area under the existing Plan as well as under a proposed increased density Plan intended to spur residential development. EPS developed static fiscal models comparing the impacts of development in the station area under multiple density programs. EPS also tested feasibility at varying density levels, in order to provide an understanding of the likelihood of redevelopment under the different scenarios.

Oakland Accessory Dwelling Initiative

The Metropolitan Transportation Commission sought technical assistance in assessing barriers and solutions to developing Accessory Dwelling Units (ADUs) in the City of Oakland. EPS was engaged to explore existing financing options, potential financial incentives, and opportunities for below market rate construction. EPS created development pro formas at varying affordability levels for a range of construction prototypes in Oakland's submarkets and compared development feasibility with access to financing for existing homeowners. The work ultimately served to support the City's development of targeted policy initiatives designed to increase ADU construction and reduce displacement risk.

Mountain View Anti Displacement Study

In response to SB 330's requirements that existing income-restricted or naturally occurring affordable housing must be replaced if demolished, the City of Mountain View engaged EPS to model the feasibility of the state-mandated replacement requirements against the economics of a range of potential projects. EPS determined that the cost of required replacement was likely to be a deterrent to redevelopment.

SELECTED PREVIOUS EXPERIENCE

Housing and Urban Development (HUD) Affordable Housing Preservation

In response to demand from owners of HUD-subsidized housing with mortgages approaching expiration, Kate supported HUD's Office of Recapitalization in analyzing loan feasibility and financial restructurings of federally assisted affordable housing to ensure the long-term physical and financial viability of affordable rental housing.

RESOLUTION NO. ____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA AMENDING THE 2020/2021 FISCAL YEAR CITY BUDGET AND CAPITAL IMPROVEMENT PROGRAM BUDGET

WHEREAS, it is necessary to adopt the 2020/2021 Fiscal Year Budget for all City funds and Capital Improvement Program; and

WHEREAS, the City Council conducted budget study sessions, heard and considered public comments, had modified and proposed a budget accordingly, and on June 11, 2020 adopted such budget for the Fiscal Year July 1, 2020, through June 30, 2021; and

WHEREAS, since the adoption of the budget the City has been awarded Local Early Action Planning (LEAP) grant funding in the amount of \$65,000; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola that the 2020/2021 Fiscal Year Budget is hereby amended increasing Community Development Department grant revenues and expenditures \$65,000 as detailed on the attached budget amendment; and

BE IT FURTHER RESOLVED that the Finance Director is directed to enter the budget into the City's accounting records in accordance with appropriate accounting practices, and the City Manager, with the Finance Director's assistance, shall assure compliance therewith.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 11th day of February 2021, by the following vote:

AYES: NOES:	
ABSENT:	
ABSTAIN:	
	
	Yvette Brooks, Mayor
ATTEST:	
Chloe Woodmansee, City Clerk	

Attachment: LEAP Grant Budget Amendment (LEAP Grant Update and Affordable Housing Nexus Study Contract)

City of Capitola Budget Adjustment Form

City of	Capitola Baaget Hajastment Form	OF CAPIN
Date	2/3/2021	
Requesting Department	Community Development	COMPORATED OF
Administrative Council X	Item # Council Date Council Approval	TBD 2/11/2021
Revenues	And the Beat of Manual and the Control of the Contr	Walter West Commence Commence Commence
Account #	Account Description	Increase/Decrease
1000-40-40-000-3320.100	State Government Grant - LEAP	65,000
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Total		65,000
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Expenditures		
Account #	Account Description	Increase/Decrease
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1000-40-40-000-4345.202	CS-Plng & Hsg Grant Admin	52,500
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Total		65,000
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Department Head Approval	Kanker	<u> </u>
Finance Department Approval	- Malley	
City Manager Approval	This	
	7/	



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 11, 2021

FROM: Public Works Department

SUBJECT: Receive a Presentation on the Rispin Park Project and Approve a Resolution

Authorizing the Public Works Department to Submit a Grant Application to

California State Parks

<u>RECOMMENDED ACTION</u>: Approve the proposed conceptual plan for the Rispin Park Project and adopt the proposed resolution authorizing the submission of an application to California State Parks for Proposition 68 Park Development Funds with awarded funds to be used for the project.

BACKGROUND: In September 2020 the City Council adopted a resolution authorizing staff to apply for a per capita grant through the voter approved Proposition 68 administered by California State Parks. That application was for funding for the Rispin Park project and has been approved; grant contract documents are being prepared by the State. A second Proposition 68 grant program, which will be awarded on a competitive basis, has been announced by State Parks. The Proposition 68 competitive grants are intended to facilitate park development. Staff recommends applying for the competitive Proposition 68 grant to complete funding for the Rispin Park project. Adoption of a resolution is required as part of the grant application which is due on March 12, 2021.

<u>DISCUSSION</u>: The competitive grant guidelines require a series of public workshops be held on the project. The Rispin Park project has been in development since 2015. Two workshops were held in March and April of 2015, and a public hearing was held during the City Council meeting on May 28, 2015, at which the workshop feedback was presented, and Council approved a conceptual design. In the fall of 2015 and summer of 2016 two pedestrian improvement projects were completed to provide accessible paths of travel to the Rispin property. Since these improvements were completed the final park development has been delayed due to funding shortages.

With the availability of Proposition 68 parks grants, the Rispin Park project has been revitalized. In anticipation of this competitive grant opportunity, Public Works hosted two additional public webinar workshops to review the 2015 design concepts and receive additional public input. These workshops were held on November 16 and December 2, 2020; 20 to 25 interested parties attended each meeting. Included among the suggestions made at the workshops were: improving the lighting along the pathway to the Nob Hill shopping center and incorporating some rose vines and other plants that represent the original gardens. These two elements have now been incorporated in the design plans. The project plans were last fully updated in 2019 and an

Rispin Grant Appliation 2021 February 11, 2021

excerpt of these plans are included as Attachment 1. Project designer Mike Arnone will also present project details at the meeting. Staff recommends that the City Council provide input into the elements of the project and approve the overall project design.

At the two most recent workshops, objections were raised over naming the park after Henry Allen Rispin. At this point, staff has focused on the project design and funding, and not initiated research into the issues raised at the workshop.

<u>FISCAL IMPACT</u>: The funding provided by the first per capita Proposition 68 grant requires a local match of 20% of the total project costs. There is no match requirement for the competitive grant. Staff recommends applying for maximum grant amount of \$482,000 from the competitive grant program. The following is a breakdown of the current project budget:

	Current Budget	Proposed Budget with Competitive Grant award	
Item	Amount	Amount	Difference
Per capita grant	\$178,000	\$178,000	\$0
General Fund	\$456,290	\$165,000 (min 20% match)	(\$291,290)
Competitive grant		\$482,000	\$482,000
Total available funding	\$634,290	\$825,000	\$190,710
Project Estimate	\$825,000	\$825,000	\$0
Shortfall	(\$190,710)	\$0	

ATTACHMENTS:

1. Rispin Park Plans (2019) (PDF)

Report Prepared By: Steve Jesberg

Public Works Director

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

2/5/2021

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Statewide Park Development and Community Revitalization Grant Program, setting up necessary procedures governing application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope project;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Capitola hereby: APPROVES THE FILING OF AN APPLICATION FOR THE RISPIN PARK PROJECT; AND

- Certifies that said Applicant has or will have available, prior to commencement of any work on the project including in this application, the sufficient funds to complete the project; and
- 2. Certifies that if the project is awarded, the Applicant has or will have sufficient funds to operate and maintain the project, and
- 3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
- 4. Delegates the authority to the Public Works Director to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
- 5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.
- 6. Will consider promoting inclusion per Public Resources Code §80001(b)(8 A-G).

NOW, THEREFORE, BE IT FUTHER RESOLVED, by the City Council of the City of Capitola

Rispin Grant Appliation 2021 February 11, 2021

I HEREBY CERTIFY that the above	e and foregoir	ng resolution was	passed and	adopted by
the City Council of the City of Capitola	at its regular	meeting held on	the 11 ^h day	of February
2021, by the following vote:				

AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
ATTEST:	Yvette Brooks, Mayor
Chloe Woodmansee, City Clerk	

phase II bid documents for:

RISPIN MANSION PARK

CITY OF CAPITOLA WHARF ROAD AND CLARES STREET September 17, 2019

vicinity map



project area



Clares Street and Wharf Road

project contact information

City of Capitola Sleve Jesberg, Director of Public Works Sleve Jesberg, Director of Public Works Capitola, CA 95010 831.475.7300 MA+A Landscape Architects Michael Arnone, Project Manager 3370 Samuel Place Santa Cruz, CA 95062 831.462.4888

hardscape plan and site furnishings

site plan and phasing plan

cover sheet

sheet index

hardscape layout south end hardscape layout north end

> Bowman & Williams, Civil Engineer Joel Ricca, RCE 1011 Cedar Street Santa Cruz, CA 95060 831.426.3560 Urfer and Associates, Structural Engineer Scott Haggblade

Scott Haggblade
Scott Haggblade
Soquel, CA 95073
831.476.3681
Pacific Crest Engineering, Geotechnical Engineers
44 Airport Blvd.

444 Anjoh Bivo.
Watsonville, CA 95076
83.1.722.9446
Bonjardin Water Works
Edison Benjardin
P. O. Box
Soquel, CA 95073
831.476.3079

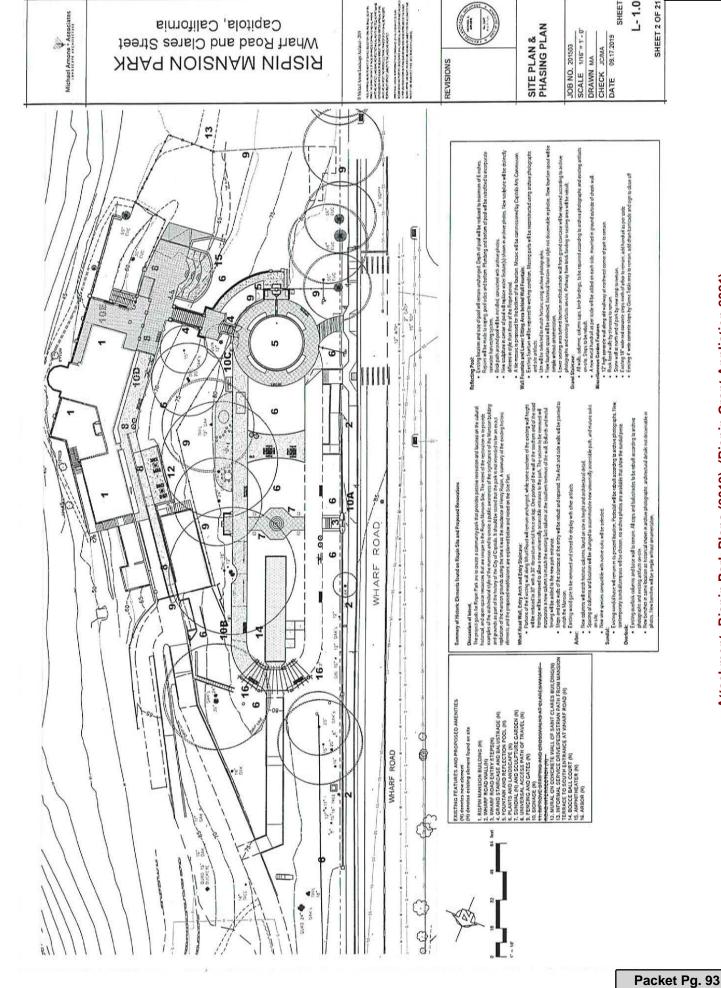
Maureen Hamb, Certified Arborist 849 Almar Avenue # C Santa Cruz, CA 95060

entry gate, arbor, overlook and sundial details amphitheater and sculpture pedestal details site furnishing photos and sign detail nature play, bocce ball plan & details water feature notes and symbols water feature notes and symbols water feature notes and symbols grand staircase and fence details rigation legend, notes & details mansion window mural concept planting notes and details imigation plan for south end migation plan for north end planting plan for south end planting plan for north end ighting and fencing plan Wharf Road wall details wall fountain details ree protection plan WF1.01 11.10 11.11 11.12 12.0 12.0



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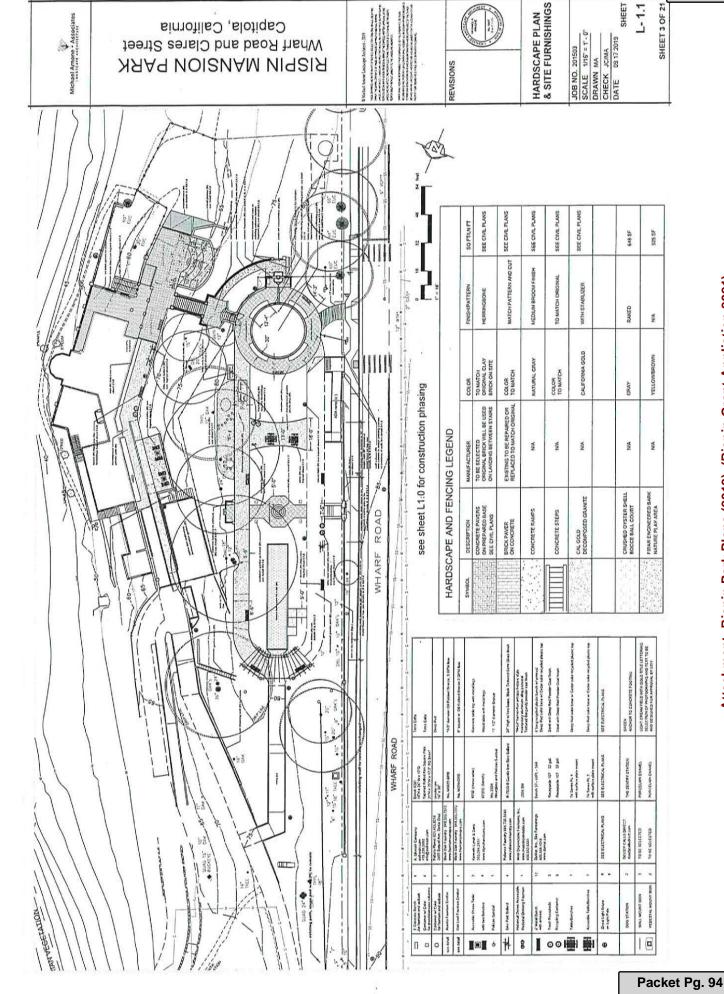
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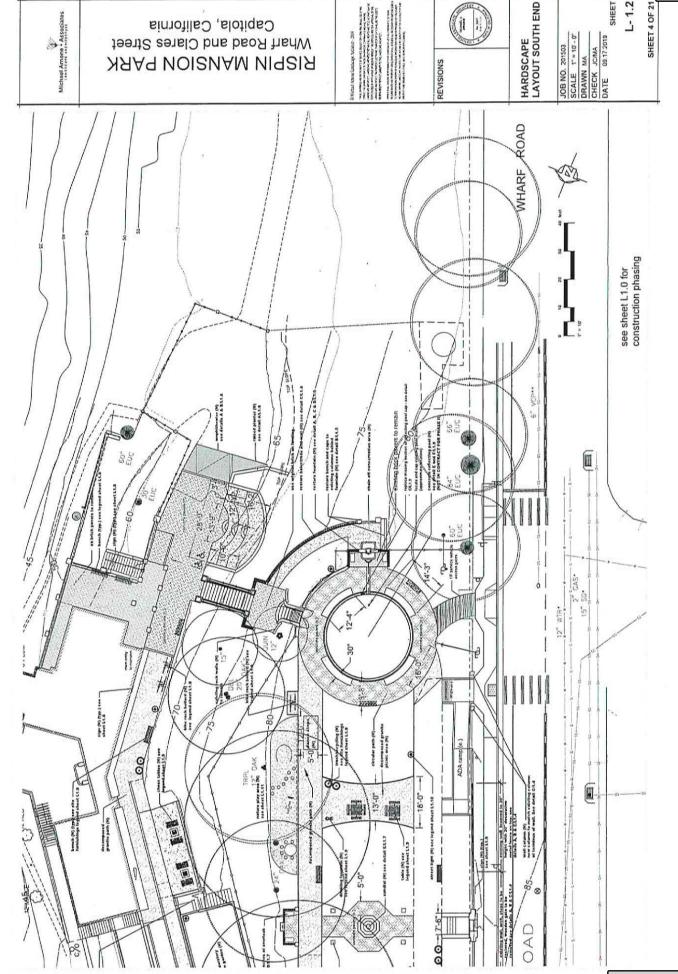


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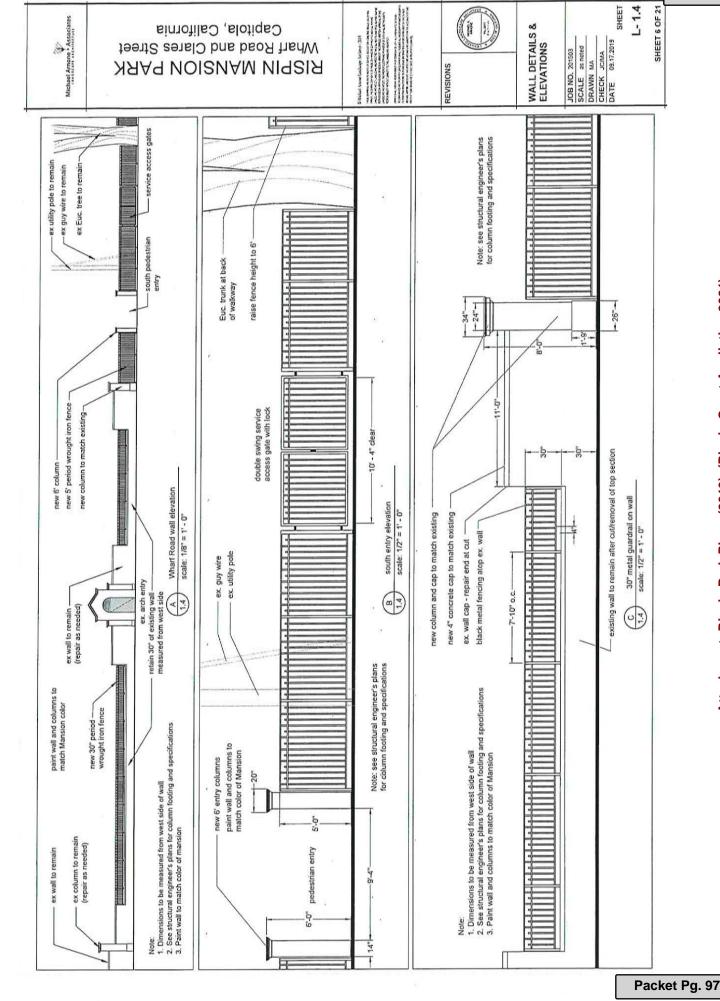


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Attachment: Rispin Park Plans (2019) (Rispin Grant Appliation 2021)

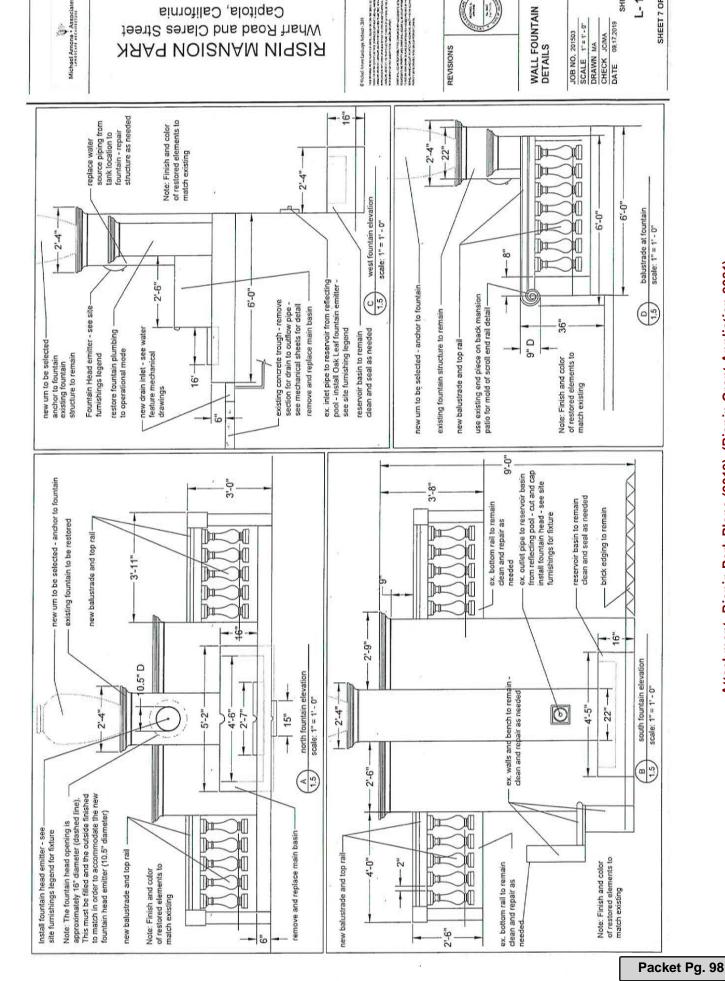
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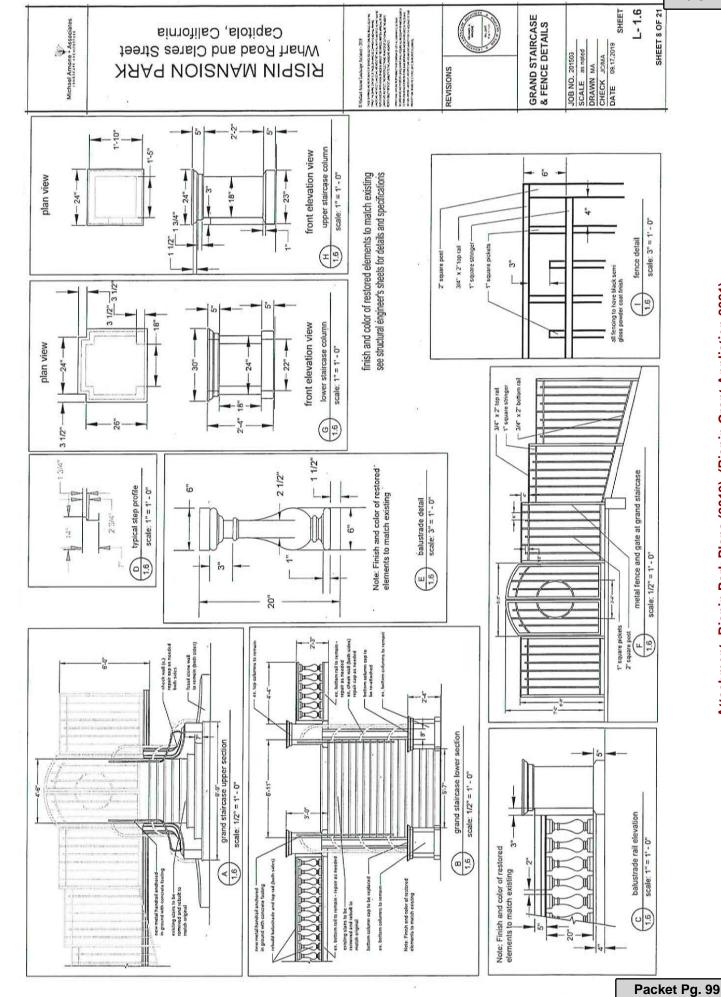
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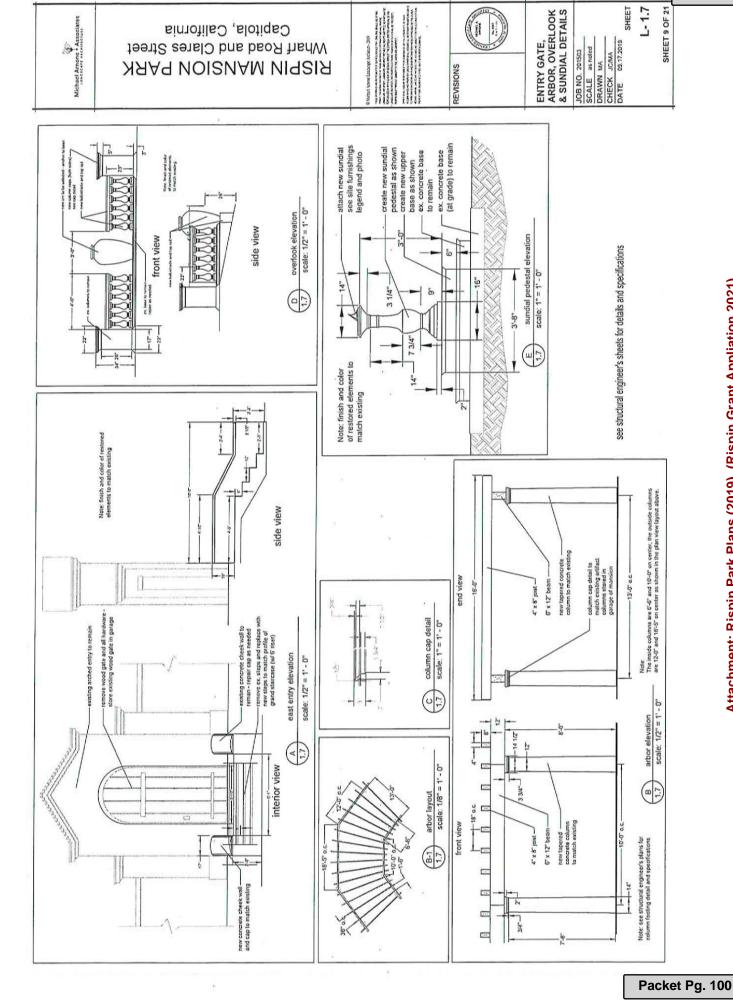
Wharf Road and Clares Street



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Capitola, California

Wharf Road and Clares Street

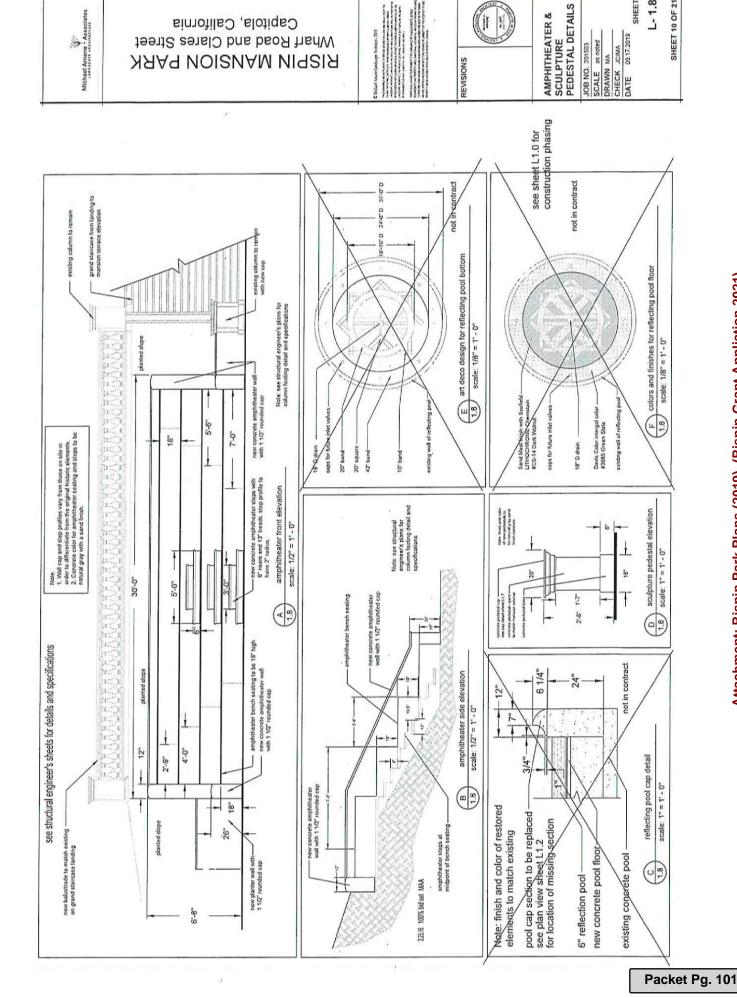
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SHEET 10 OF 21



Capitola, California

Wharf Road and Clares Street

RISPIN MANSION PARK

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L-1.9 SHEET

SITE FURNISHING LEGEND, PHOTOS & SIGN DETAILS

valon scale 1/2 = 1'-0"

REVISIONS

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JOB NO. 201503
SCALE as noted
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CHECK JCMA
DATE 09.17.2019

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SHEET 11 OF 21

informational sign template scale: as noted Nuns of St. Claires era photo Butterfly Habital and Oak W Attachment: Rispin Park Plans (2019) (Rispin Grant Appliation 2021) south pathway by staircase Wharf Road wall by entry north pathway by overlook SIGN CONCEPT Charleston dance steps wisting Feef shall be 1/4" pol trash/recycling receptacles circular um



stone bench

park table

Oak Leaf fountain head emitter

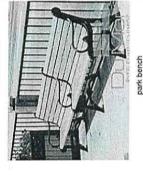
Pelican sundial

Tapered Rolled Rim Square Pots

Capitola, California

Wharf Road and Clares Street RISPIN MANSION PARK

Michael Amone - Associat







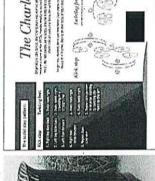
bike bollard

drinking fountain

square plant container









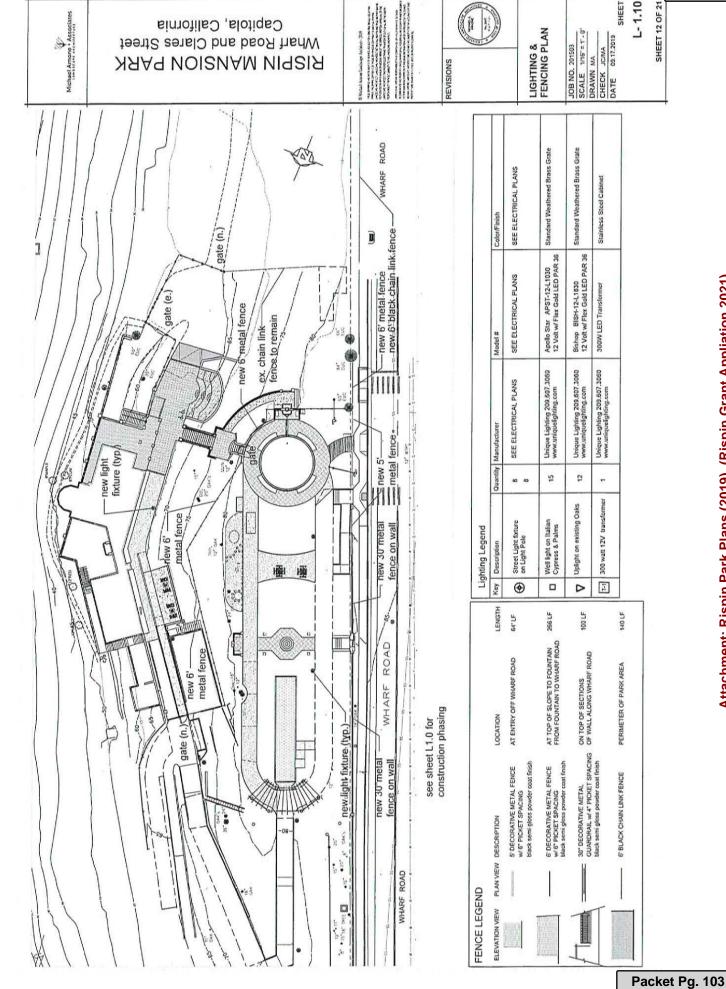
Acom style park light

dog dean up station

game table with benches

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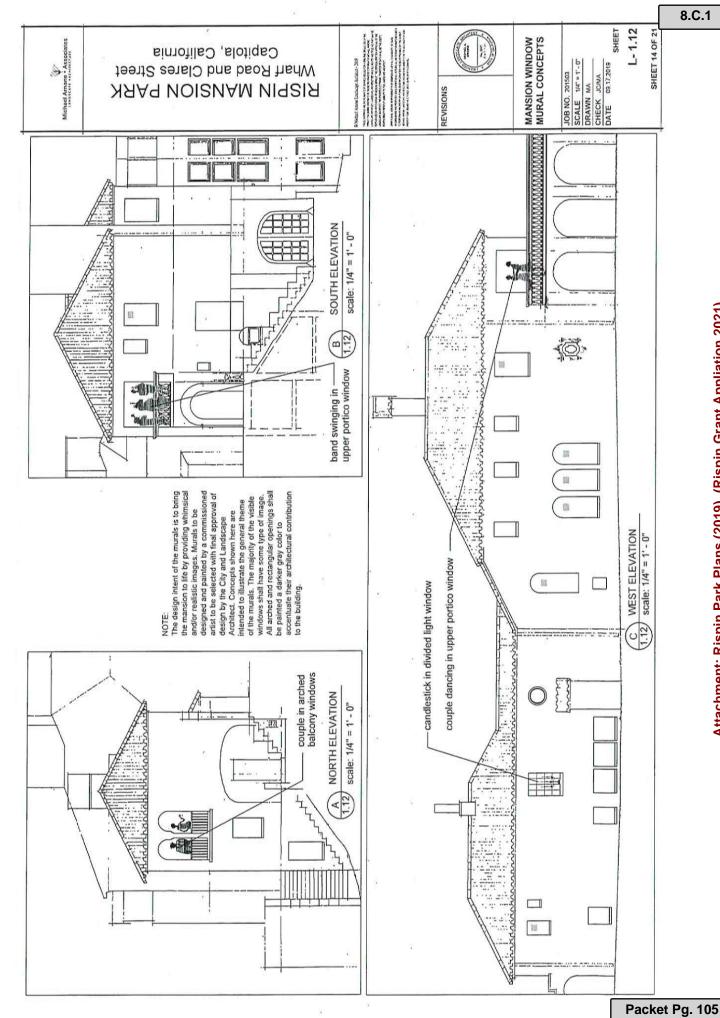


Capitola, California

Wharf Road and Clares Street

Attachment: Rispin Park Plans (2019) (Rispin Grant Appliation 2021)

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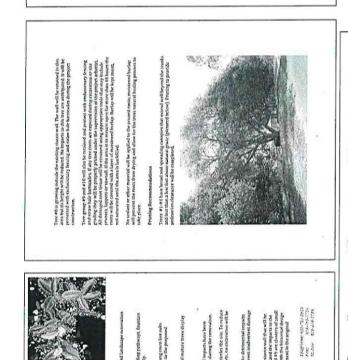
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SHEET 15 OF 21

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Attachment: Rispin Park Plans (2019) (Rispin Grant Appliation 2021)



OAK PROTECTION NOTES:
1. LANDSCAPE CONTRACTOR TO CLEAR ALL IVY ON OAK
TREE TRUNKS AND CANOPY.
2. LANDSCAPE CONTRACTOR TO REMOVE ALL IVY
PLANTS AND ROOT SYSTEMS WITHIN A TEN FOOT
RADIUS OF ALL OAK TREE TRUNKS.
3. NO TRENCHING OR TILLING WITHIN A TEN FOOT
RADIUS OF ANY OAK TREE TRUNK.

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Capitola, California Wharf Road and Clares Street RISPIN MANSION PARK

Michael Amone - Associate

Industry (9.52235)

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OF THE REVISIONS

TREE PROTECTION PLAN JOB NO. 201503 SCALE not to scale DRAWN MA CHECK JCMA DATE 09.17.2019

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RISPIN MANSION PARK scale: 1* = 20* - 0* January 18, 2016 TREE PROTECTION & REMOVAL PLAN
PREPARED BY MAUREEN HAMB-PROJECT ARBORIST
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OAK PROTECTION NOTES:
(See Tree protection plan on sheet L1)
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TREE TRUNKS. 3. NO TRENCHING OR TILLING WITHIN A TEN FOOT RADIUS OF ANY OAK TREE TRUNK.

뒤 핥 PLANT SCHEDULE

Wharf Road and Clares Street REVISIONS RISPIN MANSION PARK

Capitola, California

Michael Amone - Associates

PLANTING PLAN SOUTH END

JOB NO. 201503 SCALE 1"=10.0" DRAWN MA CHECK JCMA DATE 09.17.2019

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Michael Amone - Associates

Whart Road and Clares Street Capitola, California

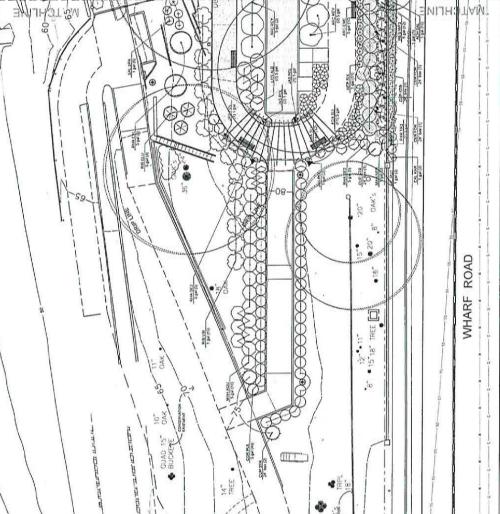
RISPIN MANSION PARK

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Attachment: Rispin Park Plans (2019) (Rispin Grant Appliation 2021)