

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



REVISED

**CAPITOLA CITY COUNCIL
REGULAR MEETING**

THURSDAY, FEBRUARY 25, 2016

7:00 PM

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

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

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

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

(One case)

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

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code §54957.6)

Negotiator: Jamie Goldstein, City Manager

Employee Organizations:

1. Association of Capitola Employees
2. Capitola Police Captains
3. Capitola Police Officers Association
4. Confidential Employees
5. Mid-Management Group
6. Department Heads

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

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. Introduction of New Police Officer Brittney Long

RECOMMENDED ACTION: None.

B. Presentation of a Certificate of Appreciation to Alfred Carlson for service as City Representative on the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties

RECOMMENDED ACTION: None.

C. Presentation by Assembly Member Mark Stone Regarding Legislative Session Wrap-up

RECOMMENDED ACTION: Receive report.

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

A. Item 11.A. Santa Cruz Libraries Tax Revenue Ballot Measure

B. Item 11.C. Surf School Regulations

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. REPORT FROM CITY REPRESENTATIVES TO REGIONAL BOARD / COMMISSIONS

9. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

- A. Consider Appointments to the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties

RECOMMENDED ACTION: Consider Appointments.

10. CONSENT CALENDAR

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

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

- A. Consider the February 11, 2016, Regular City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

- B. Approval of City Check Registers dated January 8, January 15, January 22, and January 29, 2016

RECOMMENDED ACTION: Approve Check Register Reports.

- C. Appeal of Design Permit and Conditional Use Permit for a Wireless Antenna Located at 1200 41st Avenue

RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of March 10, 2016, to consider an appeal of Application #15-119.

- D. Appeal of Design Permit and Variance for a Garage Addition to a Single-family Home Located at 4980 Garnet Street

RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of April 14, 2016, to consider the appeal of Application #15-181.

11. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Consider a Resolution Endorsing the Santa Cruz Libraries Tax Revenue Ballot Measure

RECOMMENDED ACTION: Adopt Resolution.

- B. Consider a General Event Permit for a Fireworks Show by the Monte Foundation in the City of Capitola

RECOMMENDED ACTION: Authorize the City Manager to issue a Special Event Permit for the Monte Foundation Fireworks Show for Sunday, October 9, 2016.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
February 25, 2016

- C. Introduction of an Ordinance amending Municipal Code Section 9.30.020 and Amend City Administrative Policy I-34, Section III (B) Regarding Surf School Regulations
RECOMMENDED ACTION: Introduce an Ordinance to amend Municipal Code Section 9.30.020 and amend City Administrative Policy, I-34, Section III (B) to permit five (5) Surf Schools.

12. ADJOURNMENT

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

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

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

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

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

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



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Introduction of New Police Officer Brittney Long

RECOMMENDED ACTION: None.

DISCUSSION: The City has a new police officer, Brittney Long, who will be introduced at the Council meeting. Officer Long is a Colorado native who resides in Aptos. She is a lateral officer with a year of police experience. She will start the field training program immediately that will last approximately four months.

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

2/19/2016



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Presentation of a Certificate of Appreciation to Alfred Carlson for service as City Representative on the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties

RECOMMENDED ACTION: None.

DISCUSSION: Alfred Carlson has served as the City's representative on the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties since April 2013. Mayor Bottorff will provide Mr. Carlson with a certificate of appreciation for his service.

ATTACHMENTS:

1. Alfred Carlson Certificate of Appreciation

Report Prepared By: Susan Sneddon
City Clerk

A handwritten signature in blue ink, appearing to be "JG", is located at the bottom right of the page.

Jamie Goldstein, City Manager

2/18/2016

City of Capitola

Certificate of Appreciation

to

ALFRED CARLSON

for Service as a member on the

**Advisory Council to the Area Agency on Aging of
Santa Cruz and San Benito Counties**

from April 2013 through January 2016



Ed Bottorff, Mayor

Signed and sealed this 25th day of February, 2016

Attachment: Alfred Carlson Certificate of Appreciation (1381 : Certificate of Appreciation to Alfred



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Presentation by Assembly Member Mark Stone Regarding Legislative Session
Wrap-up

RECOMMENDED ACTION: Receive report.

DISCUSSION: Assembly Member Mark Stone will provide a wrap-up report regarding the recently completed legislative session.

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

2/18/2016



Feb. 24, 2016

City of Capitola
Mayor and Councilmembers

Dear Mayor and Councilmembers,

As members of the Capitola City Council, dedicated to the wellbeing of your community, you certainly understand what a vital resource our local libraries are for residents of all ages and backgrounds. Young children, teens, seniors – a wide variety of people and organizations -- rely on our libraries every day for information, education, connecting, and enrichment.

However, throughout our ten-branch Santa Cruz Public Libraries system (SCPL), the library facilities themselves are seriously outdated and inadequate. You know this all too well, with your own library currently housed in temporary modular structures, and the public eager for construction of a new library to meet 21st century needs. In order to continue providing services and respond to changing needs, libraries throughout the entire SCPL system must be renovated, updated, and in some cases even expanded or replaced

The SCPL governing board has placed a revenue measure on the June 2016 ballot to fund capital improvements to all our branches. Every penny generated by this local funding measure will be dedicated to improving facilities for the Santa Cruz Public Libraries.

As you may know, the public library system itself cannot pay for the campaign to pass this critical funding measure. **Our Libraries Our Future** is a committee of dedicated local volunteers, formed to lead the campaign to pass this measure so our libraries can continue serving our entire community for years to come.

A recent survey of local voters showed that there is significant support for the measure. However, we must run a strong campaign to receive the 66.7% support needed to win. To be successful, we must communicate with registered voters early and often through outreach, visibility, and a strong grassroots volunteer effort.

We are writing to ask for your organization’s endorsement of this measure. Improved library facilities and expanded services will directly benefit our entire community, including the people your organization serves. We hope you will add your name to the impressive and growing list of endorsers for this measure. I am enclosing a fact sheet, draft resolution and response form for your consideration.

Thank you in advance for considering support of this important effort for Santa Cruz Public Libraries.

Sincerely,

Cynthia Mathews

Cynthia Mathews
Campaign Volunteer

Encl: Fact Sheet
Draft Resolution
Support form

Branches of the Santa Cruz Public Libraries are: *Aptos, Capitola, Boulder Creek, Branciforte (Eastside SC), Felton, Garfield Park (Westside SC), Downtown Santa Cruz, La Selva Beach, Live Oak, and Scotts Valley.*

Communication: Item 11.A. Santa Cruz Libraries Tax Revenue Ballot Measure (ADDITIONAL MATERIALS)

SANTA CRUZ PUBLIC LIBRARIES

Strengthening Our Libraries

connect | inspire | inform



A Critical Community Resource

In Santa Cruz County, our local libraries are a vital community resource. Young children, teens, veterans, seniors and community members of all ages rely on our libraries every day to finish homework, apply for jobs and stay informed.

With many local schools closing their libraries, our public libraries are more important than ever in supporting the quality of public education in Santa Cruz County. Our libraries offer programs for young children and provide a safe place for students after school. Many local seniors and others on fixed incomes also count on our extensive collection of books, electronic media and online databases and regularly participate in a variety of community classes, programs and activities.

Local Libraries Must Be Repaired

In order to continue providing critical services to our community, our local libraries must be updated. Old, worn out, leaky roofs have ruined library materials and must be replaced. In fact, one branch's roof is over 50 years old. Additionally, branches have outdated boilers that need frequent repair and old bathrooms that need major renovation.

Access to the Modern World

Our libraries offer access to free, up-to-date computer technology, including fast and free wireless internet access for all. However, some of our libraries have electrical systems that predate computers and must be renovated to handle the high-tech needs of today's libraries. In our modern world, it is crucial that all libraries provide access to e-books, databases and 21st-century technology.

Local Funding to Protect Community Libraries

Santa Cruz Public Libraries has begun exploring various funding options to address these needs in our local libraries. While no final decisions have been made, the Santa Cruz Libraries Facilities Financing Authority is considering placing a \$67 million bond measure on the ballot in June 2016 that could be used to:

- 📖 Replace worn out, leaky roofs
- 📖 Upgrade outdated and inadequate electrical systems so that they are able to support the high-tech needs of modern libraries
- 📖 Provide space for young children and teens, including story time, homework and after-school programs and expanded collections
- 📖 Improve old bathrooms and replace outdated boilers
- 📖 Improve and expand libraries in underserved communities

Every Penny for Santa Cruz Public Libraries

Every penny generated by a local funding measure would be dedicated solely to Santa Cruz Public Libraries. Mandatory accountability provisions would ensure that all funds are spent as promised.

For more information, feel free to contact Janis O'Driscoll,
Interim Director of Libraries, at odriscollj@santacruzpl.org or (831) 427-7700 ext.7662.



Santa Cruz Public Libraries

Branches

Aptos 📖 Boulder Creek 📖 Branciforte 📖 Capitola 📖 Downtown Santa Cruz 📖 Felton 📖 Garfield Park 📖 La Selva Beach 📖 Live Oak 📖 Scotts Valley

Shared Resources

Bookmobile 📖 e-books, Online Publications and Much More at www.SantaCruzPL.org



Our local libraries provide amazing resources, programs and services for community members of all ages, but the library facilities themselves are seriously outdated and inadequate. Each branch is in need of major repair, modernizing or even replacement in order to meet the current and future needs of our community. The Library System has placed a revenue measure on the June 2016 ballot to fund improvements to all ten branches. Every penny generated by this local funding measure will be dedicated to improving the facilities of the Santa Cruz Public Libraries.

YES! I support great libraries for our community!

- Add my name to your public list of supporters.
- I'd like to volunteer. Contact me about the possibilities!
- I will display a yard sign.
- I will support the campaign with a financial contribution.

Here's my donation of:

\$500 \$250 \$100 \$50 Other: \$_____

*Please make checks payable to **Our Libraries Our Future**
PO Box 8305, Santa Cruz, CA 95061*

Name* (PRINT CLEARLY!) _____

Email (for library updates only; will not be shared)

Address* _____

City* _____ Zip* _____ Phone _____

Occupation* _____ Employer* _____

* Required by campaign finance laws for contributions of \$100 or more.
NOTE: Campaign contributions are not tax deductible.
Paid for by Our Libraries Our Future FPPC #1368402.



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NOTE: Campaign contributions are not tax deductible.
Paid for by Our Libraries Our Future FPPC #1368402.

BACKGROUND: Basic Facts about the Library Facilities Measure

THE SANTA CRUZ PUBLIC LIBRARIES SYSTEM includes 10 branches throughout the county, plus bookmobile services, community partnerships and a robust array of online resources. *The branches are Aptos, Capitola, Boulder Creek, Branciforte (Eastside SC), Felton, Garfield Park (Westside SC), Downtown Santa Cruz, La Selva Beach, Live Oak, and Scotts Valley.*

Our library system, operated by an agreement between the County of Santa Cruz and the cities of Santa Cruz, Capitola and Scotts Valley, is well-used and highly regarded by community members. It has steadily increased its collections, programs, technology and range of services in recent years. In fact, usage continues to climb among all age groups as programs and resources expand.

Unfortunately, our libraries' physical facilities have not kept up with the maintenance needs of aging branches, changing technologies, increased use, and inadequate space for both operations and programs. It's time to invest in the future of our libraries.

A REVENUE MEASURE HAS BEEN PLACED ON THE JUNE 2016 BALLOT to fund critically needed improvements at all 10 branches – to repair severe structural problems, update technology capacity, remodel spaces for increasingly varied activities, and expand or replace some sites as needed. Work will vary according to the needs of each branch, and plans for each branch will involve community input. The end result will be great libraries for all of our communities, meeting the 21st century needs and growing use by kids, families and community members of all ages.

The Library Facilities Measure asks voters to authorize a special tax, at the rate of \$49.50 annually per residential parcel, for issuance of bonds that will generate at least \$62 million in usable funds for public library improvements. It will require a 2/3 majority to pass. Planned library improvements include:

\$26,000,000 allocated to the County of Santa Cruz for the following

Aptos: Expand existing library to support growing use by young children, teens, seniors and others; upgrade 40-year old wiring that is completely inadequate for modern technology; complete other necessary repairs and upgrades.

Boulder Creek: Replace aging roof; remodel interior for better flow and visibility; make necessary improvements to heating and ventilation systems.

Felton: Build new, 21st century library on donated land, moving from a leased building that dates from 1893, to support modern library usage for children, teens, residents of all ages, and community groups.

La Selva Beach: Improve layout to provide separate children and teen areas; upgrade antiquated heating and ventilation.

Live Oak: Provide flexible program spaces and defined teen area; add library annex at Shoreline Middle School.

\$25,000,000 allocated to the City of Santa Cruz for the following

Branciforte: Restore meeting/study room; create defined teen area for homework and tutoring; replace old roof and heating.

Downtown: Complete renovation and remodel, replacing antiquated heating system, 50-year-old wiring and failing plumbing; provide updated spaces to support growing use by children, teens, seniors and community groups.

Garfield Park: Upgrade antiquated wiring; remodel for more flexible use of space.

\$8,000,000 allocated to the City of Capitola for the following

Capitola: Build new, 21st century library on existing city-owned land, replacing a cramped, temporary modular building, to meet the growing demand for modern library services.

\$3,000,000 allocated to the City of Scotts Valley for the following

Scotts Valley: Replace old, deteriorating roof; upgrade teen homework and tutoring area; provide sound reduction to distinguish quiet areas; re-orient entrance to future Town Center; possible expansion to support growing use by children, teens, seniors, and diverse community groups.

EVERY FACILITY WILL MEET THE STANDARDS OF A 21ST CENTURY LIBRARY: inviting, welcoming spaces to meet a variety of needs. Each branch will offer access to technology, provide separate areas for children and teens, and establish flexible space for classes and community meetings. The Santa Cruz Public Libraries of the future will enhance Santa Cruz County's quality of life by providing vibrant spaces where people connect, discover and engage the mind.

For more information: Contact Interim Library Director Janis O'Driscoll: odriscoll@santacruzpl.org, 2/19/16

**ENDORSERS – partial list****ELECTED OFFICIALS**

Mark Stone
State Assembly 29th AD

Luis Alejo
State Assembly 30th AD

John Leopold,
SC Co. Supervisor, Dist. 1

Zach Friend,
SC Co. Supervisor, Dist. 2

Ryan Coonerty
SC Co. Supervisor, Dist. 3

Bruce McPherson
SC Co. Supervisor, Dist. 5

Jim Hart
Santa Cruz County Sheriff

Michael Watkins
County Superintendent of Schools

Jacques Bertrand
Capitola Councilmember

Stephanie Harlan
Capitola Councilmember

Mike Termini
Capitola Councilmember

Cynthia Mathews
Santa Cruz Mayor

Cynthia Chase
Santa Cruz Vice Mayor

Richelle Noroyan
Santa Cruz Councilmember

Don Lane
Santa Cruz Councilmember

David Terrazas
Santa Cruz Councilmember

Stephanie Aguilar
Scotts Valley Councilmember

Sheila Coonerty
SC School District Trustee

Deb Tracy-Proulx,
SC School District Trustee

Patty Threet
SC School District Trustee

Michael Schulman
Scotts Valley School District Trustee

Reed Geisreiter
Port District Director

Joe Simitian
Santa Clara County Supervisor

ORGANIZATIONS

City of Santa Cruz
 College Democrats, UCSC
 Democratic Party
 of Santa Cruz County
 Friends of the Santa Cruz
 Public Libraries
 League of Women Voters

of Santa Cruz County
 Operating Engineers #3
 People's Democratic Club
 of Santa Cruz County
 Santa Cruz Education
 Foundation
 Scotts Valley School
 Board

INDIVIDUALS

Nancy Abbey
 Jeanne Allen
 Joyce Anderson
 Paul Andreini
 Patricia Arnold
 Jon Ball
 Michael Barney
 Thomas John Batley
 Rachel Bickert
 Vicki Boriat
 Paula Bradley
 Carol Brenner
 Tatanka Chris Bricca
 David Brody
 J.M. Brown
 Hilary Bryant
 Tom Burns
 Shirlee Byrd
 Toni & David Campbell
 Kate Canlis
 Casey Carlson
 Weslyn Church
 Mary Ann Clare
 Sara Clarenbach
 Charlotte Clayton
 Syda Cogliati
 Elena Cohen
 Neal Coonerty
 Pete Cullen
 Regan Cunneen
 Darrell & Karen Darling
 Sally Darsey
 Karen Delaney
 Patrick & Martha Dexter
 Kathy Donovan
 Patrick Dwire
 Jordan Eddy
 Karen Ehrlich
 Leah Erez
 Douglas Fox
 Kathy Frandle
 Irene Freiberg
 Carol Fuller
 Emmanuel Garcia
 Les Gardner
 Peter Gelblum
 Paul Gershowitz
 Angela Gile
 Mary Lou Goeke
 Rabbi Borukh Goldberg
 Devin Gott
 Jacquelyn Griffith
 Gail Groves
 Judith Gutierrez
 Dan Haifley
 Joe & Marcella Hall

Mary & Joe Hammer
 Dante Harootunian
 Cynthia Hawthorne
 Susan Helgeson
 Alan & Denise Holbert
 Jeni Houston
 Ryan Jacobson
 Kristi Johnston
 Connie Jones
 Amanda Kazden
 Willow Katz
 Fred Keeley
 Kieran Kelly
 Susan Lasko
 Nicolette Lee
 Carol Loewenstein
 Vicente Lovelace
 Mariah Lyons
 Glen Lyons & Nancy
 Gerdt
 Paul Machlis
 Wendy Macias
 Ed & Pat Manning
 Madelyn McCaul
 Carole McPherson
 Hila & Jack Michaelsen
 Danny Milla
 Kate Minott
 Jim & Michele Mosher
 Brian Murtha
 Joyce Nordquist
 Gayle Ortiz
 William Ow
 Jimmy Panetta
 Greg Pepping
 Dinah Phillips
 Jean Pirano
 Ron Pomerantz
 Phil Posner
 Coco Raner-Walter
 James Rapoza
 Dave Reetz
 Jeannine Rodems
 Mike Rotkin
 Tony Russomano
 Sharon Sarris
 Glen Schaller
 Liz & Donald Charles
 Schwartz
 Edda Schweid
 Pauline Seales
 Amanda Robinson Segers
 Judi Sherman
 Geoffrey &
 Dorah Rosen Shuey
 Dave Shuman
 Christine Sieburg
 Sara Siegel
 Sandy Silver
 Alene Smith
 Peggy Snider
 Adam Spickler
 Leslie Steiner
 Stanley & Carli Stevens
 Karen Sullivan
 Janet Swann

Andrew Szkolnik
 Jim Thoits
 Jim & Judy Warner
 Phyllis & Richard
 Wasserstrom
 Jeffrey Werner
 Peggy Williams

2/24/16

Council,

Council is changing the Surf School ordinance to accommodate a local business. Below are facts that this local business did not disclose to petitioned local businesses, the BIA or the Council. Is this the business Council wants to rewrite an ordinance to accommodate? All the facts below can be verified by the Capitola Police Department.

2014

- (fact) Capitola Surf and Paddle Cited on 2 separate occasions for unauthorized signage. Advertising on the Beach using boards they use for their Stand Up Paddle Surf Lessons.



FEB 24 2016
CITY OF CAPITOLA
CITY CLERK

- (Fact) In July 2014, with NO PERMIT and NO EXPERIENCE Capitola Surf and Paddle began providing surf lessons in Capitola knowing a permit was needed to do so.

- (fact) Capitola Surf and Paddle Cited once (1) for providing multiple surf lessons without a permit. Capitola Surf and Paddle willingly lied during the investigation with the Capitola Police Department.



2015

- (Fact) Capitola Surf and Paddle received the 1st available Surf School Permit of 2015 without a single day of experience running or maintaining a permitted surf school and a citation for violating surf lesson regulations for providing unpermitted surf lessons after lying to the Capitola Police Department.

- (Fact) Capitola Surf and Paddle during 2015 was the only permitted surf school that chose not to communicate with any of the other permitted surf schools.

- (Fact) Eight (8) surf lessons (18 Students) provided by non registered surf instructor over a course of 8 months.

- (Fact) Six (6) surf school infractions after being warned by Sargent Dally in June 2015.

Below are 3 requests and recommendations. Enacting these will help to ensure public safety and that only the most qualified surf schools are awarded these valued permits.

Request - Increase the allowed surf school participants to 10. Increasing the number allowed participants is fair and reasonable since the Council increased the number of surf schools to 5. Increasing the number of allowed participants maintains public safety and the same student/instructor ratio.

Recommendation - I would like to see the council work together with the Chief to come up with a permit approval process the both can agree on for the 2017 permit approval process. Having both agree on the process will help to alleviate the undue frustration I believe the Chief felt during the February 11, 2016 council meeting.

Recommendation - If the supplementary questioner of the approval process, if it is to continue, I would like to recommend that the council and the Chief to updating the language of question #2 to read. "As a permitted or non permitted surf school have you ever received a citation for violating surf school regulations?" This will help to ensure that deceitful surf schools are properly evaluated. Character and judgment of each surf school should be a consideration for approval.

I would appreciate the council's consideration of these requests and recommendations. These requests will help to improve public safety and the surfing experience we all enjoy here in Capitola.

Respectfully,

Matt Arthur



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Consider Appointments to the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties

RECOMMENDED ACTION: Consider Appointments.

BACKGROUND/DISCUSSION: Last October, 2015, Alfred Carlson, the City Representative on the Advisory Council of the Area Agency on Aging – Seniors Council of Santa Cruz and San Benito Counties (Area Agency on Aging) requested the City initiate a recruitment to replace his seat as the City Representative to the Area Agency on Aging.

The City Clerk initiated recruitment to fill the position on October 21, 2015, and then again on January 13, 2016 (Attachment 1), resulting in one application received from Linda Pippin (Attachment 2). Council Member Harlan, currently the Alternate Representative to the Area Agency on Aging, is willing to assume the position as the City's Representative. On February 10, 2016, Alfred Carlson submitted his resignation (Attachment 3). Staff recommends the City Council appoint a City Representative and an Alternate Representative to the Area Agency on Aging.

FISCAL IMPACT: None

ATTACHMENTS:

1. Area Agency on Aging Recruitment Notice
2. Linda Pippin Application
3. Alfred Carlson Resignation

Report Prepared By: Susan Sneddon
City Clerk

Jamie Goldstein, City Manager

2/18/2016



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

APPLICATIONS FOR APPOINTMENT FOR:

**Capitola Representative on the
 Advisory Council to the Area Agency on Aging of Santa
 Cruz and San Benito Counties**

NOTICE IS HEREBY GIVEN, that the City of Capitola is seeking applications for its representative on the Advisory Council to the Area Agency on Aging of Santa Cruz and San Benito Counties.

The Advisory Council usually meets on the third Wednesday of the month from 10 a.m. to 12 noon. Meeting locations vary, but most are in Aptos or Watsonville. Specific questions regarding duties or other information regarding the Area Agency on Aging can be directed to Clay Kempf at 688-0400, Ext. 115.

Upon review of the applications received, the Mayor will make an appointment at a future Regular Meeting of the City Council.

Application Deadline: Ongoing until filled

Applications may be obtained at Capitola City Hall, 420 Capitola Avenue, or by calling (831) 475-7300 and requesting an application be sent to you by calling (831)-475-7300.

I, Susan Sneddon, City Clerk of the City of Capitola, California, hereby certify that the above Notice was posted on January 13, 2016.

Dated: January 13, 2016

Susan Sneddon
 City Clerk

RECEIVED

FEB 16 2016

CITY OF CAPITOLA



CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: Pippin Linda
Last First

Residential Neighborhood: Santa Cruz / Capitola

Occupation: NON-profit - Dev.

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

In addition to my non-profit background
in working with frail populations I feel
I have an extensive knowledge of the
economic issues facing both older men & women.
and also the challenges facing social
service agencies.

(Use additional paper, if necessary)

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

2-10-16
Date

[Signature]
Signature of Applicant

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

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

Attachment: Linda Pippin Application (1379 : Advisory Council of the Area Agency on Aging Appointment)

LINDA PIPPIN
 1040 38TH AVENUE #39, SANTA CRUZ, CA 95062
 408-931-5268 EMAIL: PIPPIN.LINDA@GMAIL.COM

PROFESSIONAL SUMMARY

SIXTEEN YEARS OF PROGRESSIVE RESPONSIBILITY IN NON-PROFITS. EXPERIENCE INCLUDES; GRANT WRITING, PROGRAM DEVELOPMENT, COMMUNITY ORGANIZING, VOLUNTEER MANAGEMENT, SUPERVISION OF PAID AND UNPAID STAFF, SPECIAL EVENTS, EVALUATION, , ANNUAL APPEALS, MARKETING AND PUBLIC RELATIONS.

EXPERIENCE

CATHOLIC CHARITIES OF SANTA CLARA COUNTY – ANNUAL GIVING MANAGER SAN JOSE, CA 3/2011- PRESENT

- Responsible for all aspects of the Annual Appeal (\$1.3mil annually) employee and United Way Annual Appeals, agency tours and Donor Events and Receptions.
- Work with the Development Director to develop and execute matching gift opportunities and other giving vehicles. Plan and execute all fundraising and cultivation activities and events.
- Prepare prospect briefings, compelling proposals, reports, appeals, and other correspondence and presentations for prospects, donors and Board.
- Work with Communications staff to develop content for website, FB, Twitter, Email blasts, publications, newsletters, invitations, and other communication as it relates to fundraising.
- Research, write and prepare grant applications, corporate sponsorship solicitations, and reports.
- United Way Community Assessment Team.
- Experience with Razors Edge, CTK, Paradigm, AWARDS and *resultsp/plus!*[™] software and client/volunteer databases.

THE HEALTH TRUST - SAN JOSE, CA 2010-2011 (CONTRACT)

The Health Trust support regional initiatives and programs related to Healthy Aging, Healthy Living and Healthy Communities.

- Maintain existing funding sources, research/approach new funding sources.
- Initiate revenue collaborations with community partners leveraging new and existing resources.
- Update donor information utilizing Paradigm database.

VOICES UNITED - SAN JOSE, CA 2009-2010

VOICES UNITED IS THE SILICON VALLEY RESOURCE ON SUBSTANCE USE AND ADDICTION.

VOLUNTEER COORDINATOR/RESOURCE DEVELOPMENT

- Develop grants (business and foundations) program for agency and maintain existing city-state and federal funding.
- Collaborate with community partners leveraging new and existing resources (\$300,000 3 year Santa Clara County grant secured).
- Increase participation and revenue from existing 5k Run/Walk event.

(SILICON VALLEY AIDS LEADERSHIP CENTER - DEVELOPMENT DIRECTOR -PLEASE ASK)

NEIGHBORHOOD INVOLVEMENT PROGRAM (N.I.P) - MINNEAPOLIS, MN (2004-2009)

N.I.P PROVIDES HEALTH CARE, DENTAL CARE MENTAL HEALTH YOUTH AND SENIORS SERVICES TO LOW-INCOME INDIVIDUALS AND FAMILIES.

DEVELOPMENT DIRECTOR

- Maintain existing funding sources, research/approach new funding sources. (75-100 per- year, \$300,000 to \$500,000 per year-primarily private grants and sponsorships.)
- United Way grants manager. (\$400,000 per year)
- Initiate revenue collaborations with community partners leveraging new and existing resources.
- Provide lead internal/external communication; agency brochures annual report, newsletters,
- Involved in the successful completion of \$1.4M capital campaign.
- Developed and implemented first signature event *Music for Medicine*.
- Experience with CTK, Paradigm and results*plus!*™ software and client/volunteer databases.

SOUTHEAST MINNESOTA AREA AGENCY ON AGING - ROCHESTER, MN (2002-2004)

SENIOR LINKAGE LINE PROVIDES HIGH QUALITY, OBJECTIVE INFORMATION AND ASSISTANCE RELATED TO SENIOR SERVICES AND HOUSING OPTIONS TO HELP ELDERS AND THEIR FAMILIES MAKE INFORMED CHOICES.

SENIOR LINKAGE LINE COORDINATOR

- Certified Minnesota State Insurance Counselor.
- Resolve client complaints using excellent conflict resolution skills.
- High volume call center responsible for accurate and timely information and referral calls.

AIDS RESOURCE CENTER OF WISCONSIN - LA CROSSE, WI (2000-2002)

HOUSING SERVICES FOR HOMELESS INDIVIDUALS AND FAMILIES LIVING WITH HIV/AIDS.

HOUSING CASE MANAGER

- Case management services; including needs assessment, coordination of services, monitoring
- Referrals to additional human service agencies for case load of 30-40 clients statewide.

OLIVIA CRUISES AND RESORTS - SEATTLE, WA (1997-2000)

NATIONAL SPECIALIZED TOUR COMPANY.

MARKETING ASSOCIATE

- Assisted the Director of Marketing in developing marketing strategies and worked with multiple
- Vendors to ensure timely advertising and distribution of marketing materials.

CHICKEN SOUP BRIGADE - SEATTLE, WA (1990-1997)

PROVIDED FOOD, TRANSPORTATION AND CHORE SERVICES FOR PEOPLE LIVING WITH HIV/AIDS.

DIRECTOR OF CLIENT SERVICES

- Manage all aspects of volunteer supported fresh meal/grocery delivery program serving 500 clients a week. 85,000 bags of groceries and 120,000 fresh meals delivered per year.
- Responsible for support services; food, transportation and chore services for county wide residents.

EDUCATION/PROFESSIONAL DEVELOPMENT

Antioch University, BA Social Work/Community Organizing
 Centralia College, AA Liberal Arts
 Non-Profit Development Series – Gill Foundation
 Workshops on grant writing and fundraising.

Seattle, WA
 Centralia, WA
 La Crosse, WI
 WA/WI/MN

PROFESSIONAL ASSOCIATIONS

National Association of Professional Fundraisers, Active Member
 Diversity Council of Rochester, Board Member
 SE MN GLBT Services Center, Board Member
 Ryan White Planning Council Member
 Planning Committee for GMHS 2003 and LGBTI 2004/06
 Seattle Community Center, Founding Board Member
 Social Justice Liaison, Member

San Jose/Minneapolis, MN
 Rochester, MN
 Rochester, MN
 Seattle, WA
 Raleigh, NC
 Seattle, WA
 San Jose, CA

Community Organizing

Planning Committee for GMHS 2003 and LGBTI 2004/06
 Chair, 1st GLBT Pride Weekend
 Co-Chair – Latino Forum, Fundraising within the Catholic Diocese

Raleigh, NC
 La Crosse, WI
 San Jose, CA

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

From: alcarlton@aol.com
Sent: Wednesday, February 10, 2016 9:56 AM
To: Sneddon, Su (ssneddon@ci.capitola.ca.us); Harlan, Stephanie (sharlan@ci.capitola.ca.us); alcarlton@aol.com
Subject: AAA Advisory Council
Attachments: AAA Advisory Council packet Jan2016.pdf

SUE I THOUGHT I WAS REMOVED WHEN THE POSITION WAS RE-LISTED. SO THIS CAN BE MY OFFICIAL RESIGNATION LETTER

I would like to inform you that I am resigning from my position on the Senior Advisory Council as of Jan. 1st 2016

Thank you for the opportunities to serve, it was a great experience. Alfred Carlson

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

From: Patty Talbot <pattyt@seniorscouncil.org>
To: Al Carlson <alcarlton@aol.com>; Anthony Botelho <bpfruit@garlic.com>; Bruce McPherson <bruce.mcpherson@co.santa-cruz.ca.us>; budwin11 <budwin11@gmail.com>; Chuck Molnar <molnar_2001@yahoo.com>; Donna Lind <dlindslind@earthlink.net>; Greg Caput <greg.caput@co.santa-cruz.ca.us>; Ignacio Velasquez <HollisterMayor@gmail.com>; kirka <kirka@cbridges.org>; Lisa Berkowitz <lisab@cbridges.org>; Lowell Hurst <lowell.hurst@cityofwatsonville.org>; Margie Barrios <sbcsuper@cosb.us>; Micah Posner <mposner@cityofsantacruz.com>; Patricia Matejcek <pmatejcek831@gmail.com>; Stephanie Harlan <sharlan@ci.capitola.ca.us>
Sent: Thu, Jan 14, 2016 7:09 pm
Subject: Advisory Council packets

The AAA Advisory Council meeting is Wednesday, January 20th at 10AM at Watsonville Community Hospital. Agenda packets are going out in tomorrow mornings mail. In the meantime, I am attaching an electronic version.

Patty Talbott
 Seniors Council

FEB 10 2016
 CITY OF CAPITOLA
 CITY CLERK

Attachment: Alfred Carlson Resignation (1379 : Advisory Council of the Area Agency on Aging Appointment)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Consider the February 11, 2016, Regular City Council Minutes

RECOMMENDED ACTION: Approve Minutes.

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

ATTACHMENTS:

1. Draft February 11, 2015, City Council Minutes

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

2/18/2016

**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, FEBRUARY 11, 2016**

**CLOSED SESSION – 6:30 PM
CITY MANAGER’S OFFICE**

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

LIABILITY CLAIMS (Govt. Code §54956.95)

Claimant: Carrie Cox
Claimant: Tuka Gafari
Agency claimed against: City of Capitola

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

City Treasurer Christine McBroom was present.

2. PRESENTATIONS

- A. Presentation of a Certificate of Appreciation to Sondi Carcello for her service on the Capitola Finance Advisory Committee [120-40/330-30]

RESULT: RECEIVED CERTIFICATE

- B. Santa Cruz Metropolitan Transit District Update [1170-10]

Alex Clifford, Santa Cruz Metropolitan Transit District General Manager, provided presentation.

RESULT: RECEIVED REPORT

3. REPORT ON CLOSED SESSION

City Attorney Condotti stated that the City Council discussed two liability claims; there was no reportable action. Both claims are on this evening Consent Calendar.

4. ADDITIONAL MATERIALS

City Clerk Sneddon stated the following additional materials were received:

- Item 9.B. Four emails regarding Appeal on Surf School Permit Denial
- Item 9.C. Three emails regarding 115 San Jose Avenue - Conceptual Review of Mercantile Redevelopment Proposal

5. ADDITIONS AND DELETIONS TO AGENDA

None provided.

6. PUBLIC COMMENTS

Barbara Bush, local resident, spoke against the installation of a new Verizon wireless antenna to be installed at Begonia Plaza located at 1200 41st Avenue.

Marilyn Garrett, local resident, spoke against wireless radiation.

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Termini requested the status of the geological hazard issue at Depot Hill regarding Santa Cruz County Flood Control and Water Conservation District (Zone 5) not fulfilling their duties as it relates to storm water runoff. In addition, he requested an update on the McGregor Skate Park and the Verizon remediation in the Jewel Box.

Public Works Director Jesberg responded that he met with the soil consultant and contractor for McGregor Park; once the soil remediation work is complete the Skate Park Project should be done in six weeks. Regarding the Verizon remediation in the Jewel Box he stated that Verizon requested an encroachment permit to install fiber optic overhead and the Verizon representative stated that no cellular antennas are to be installed

Council Member Bertrand provided an update regarding Assembly Bill 908 (Disability Compensation). In addition, he stated that Santa Cruz County Hazardous Materials Advisory Commission is seeking applicants to fill an At-Large position. He stated that he attended a meeting of Monterey Bay Community Power; an organization that allows cities and counties to pool their residential, business and municipal electricity loads, and to purchase power on their behalf.

Council Member Harlan stated that she attended a recent meeting of the Soquel Creek Water District at which time there was a discussion regarding potential sites for a water treatment facility. She requested that an item be added to the next City Council meeting Consent Calendar regarding a letter to the California Coastal Commission Executive Director Charles Lester's termination. In addition she requested that the City's ADA Transition Plan be added to a future City Council General Government item.

City Treasurer McBroom stated that at the February 16, 2016, Finance Advisory Committee there will be a review of the City's Comprehensive Annual Financial Report and the midyear estimate.

City Manager Goldstein stated that he receive appreciation from the Soquel Creek Water District for the City allowing the District to use the Council Chambers for their meetings. In addition, he stated that the 38th Avenue Paving Project bid opening will be held on February 17, 2016; he provided an update regarding the Stockton Avenue Project.

Council Member Termini suggested that the Soquel Union Elementary School District meetings be held in the Council Chambers so that they can be televised.

8. CONSENT CALENDAR

RESULT: ADOPTED ITEMS NO. 8.A., 8.B., 8.C., AND 8.D. [UNANIMOUS]
SECONDER: Jacques Bertrand, Council Member
AYES: Bottorff, Bertrand, Harlan, Termini
ABSENT: Norton

- A. Consider the January 28, 2016, Regular City Council Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of February 4, 2016
RECOMMENDED ACTION: Receive Minutes
- C. Receive the Quarterly Financial Reports - Second Quarter Budget and First Quarter Sales Tax Report [330-70/390-70]
RECOMMENDED ACTION: Receive Reports.
- D. Deny Liability Claims and Forward to the City's Liability Insurance Carrier [Claims Binder]
RECOMMENDED ACTION: Deny liability claims and forward to the City's liability insurance carrier.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Presentation of Capitola Branch Library Conceptual Renderings [230-10]
RECOMMENDED ACTION: Receive graphic.

Pam Anderson, Anderson Brulé Architects, presented a summary of workshop held on October 28, 2016, to engage residents and solicit ideas on the new Capitola Branch Library design.

RESULT: RECEIVED REPORT

- B. Appeal on Surf School Permit Denial [1020-20]
Jason Alaniz, Capitola Surf and Paddle, provided information regarding his appeal.
Ed Guzman, Club Ed Surf School and Camps, provided comments in allowing five surf schools when only eight students are allowed in the water at any one time.

RESULT: ADOPTED TO UPHOLD THE APPEAL AND DIRECT STAFF TO PREPARE AN ORDINANCE AMENDING THE MUNICIPAL CODE § 9.30.020 TO PERMIT FIVE SURF SCHOOLS TO BE INTRODUCED AT THE FEBRUARY 25, 2016, CITY COUNCIL MEETING; AND TO AMEND THE CITY ADMINISTRATIVE POLICY, I-34, § III (B) TO PERMIT FIVE SURF SCHOOLS.
SECONDER: Jacques Bertrand, Council Member
AYES: Bottorff, Bertrand, Harlan
NOES: Termini
ABSENT: Norton

Attachment: Draft February 11, 2015, City Council Minutes (1296 : Approval of City Council Minutes)

- C. 115 San Jose Avenue - Conceptual Review of Mercantile Redevelopment Proposal [730-10]
RECOMMENDED ACTION: Accept staff presentation and provide direction on conceptual review of the Master Use Permit with 11 new residential units and parking management plan.

Matthew Thompson, Thacher Thompson Architects, provided comments for the proposed project.

Bobbette Moore, Village property owner (Thomas Kinkade Gallery and Village Mouse), stated concerns regarding the proposed Mercantile Redevelopment Proposal being too large for the Village.

Jim and Tom Austin, stated concerns about the project.

RESULT: RECEIVED REPORT

- D. Zoning Code Update - Initiation of Public Review [730-85]
RECOMMENDED ACTION: Accept staff presentation.

RESULT: RECEIVED REPORT

10. ADJOURNMENT

Meeting adjourned at 9:57 PM.

ATTEST:

Ed Bottorff, Mayor

_____, CMC
Susan Sneddon, City Clerk

Attachment: Draft February 11, 2015, City Council Minutes (1296 : Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: Finance Department

SUBJECT: Approval of City Check Registers dated January 8, January 15, January 22, and January 29, 2016

RECOMMENDED ACTION: Approve Check Register Reports.

BACKGROUND: Check Registers are attached for:

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
1/08/16	82547	82591	45	\$95,461.05
1/15/16	82592	82632	45	\$293,356.53
1/22/16	82633	82684	52	\$105,403.70
1/29/16	82685	82734	56	\$235,554.99

The check register of December 25, 2015, ended with check #82545. Check #82546 is void.

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
1/08/16	4724	4732	91	\$157,558.68
1/22/16	4733	4738	89	\$155,896.77

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

Check	Issued to	Dept	Description	Amount
82568	J. Johnson and Co. Inc.	PW	Capitola Ave storm drain repair	\$39,445.65
82585	U.S. Bank	CM	Pac Cove facility lease interest	\$14,251.30
82613	Michael Arnone	PW	Rispin Park architect services	\$16,618.75
82618	Peterson Caterpillar	PW	Bobcat compact loader Model 259D	\$77,297.00
82624	SCC Conference & Visitors Council	FN	October - December tourism marketing district (pass through)	\$51,211.46
eft213	Internal Revenue Service	FN	Federal taxes, Medicare PPE 1/02/16	\$29,622.15
eft215	CalPERS Member Services	FN	PERS contributions PPE 1/02/16	\$45,708.39
82638	Atchison Barisone & Condotti	CM	December Legal services	\$22,621.47
82641	Capitola-Soquel Chamber of Commerce	CM	BIA & City quarterly contract services	\$10,500.00
82667	Pacific Gas & Electric	PW	Monthly utilities	\$15,101.16

Approval of City Check Registers
February 25, 2016

82707	Kimley-Horn and Associates	PW	Capitola Ave. flood assessment, Rispin Park ADA pathway improvements, November & December staff augmentation, McGregor Rd. widening, enhanced bike lane at Hwy.1 crossing, rail trail project, roundabout services	\$30,904.29
82715	Nichols Consulting Engineers	PW	Pavement management program design plans	\$11,010.00
eft217	CalPERS Member Services	FN	PERS contributions PPE 1/16/16	\$45,662.48
eft219	Internal Revenue Service	FN	Federal taxes, Medicare PPE 1/16/16	\$29,365.98
eft221	CalPERS Health Insurance	FN	February health insurance	\$58,079.15

ATTACHMENTS:

1. 01/08/16 City Check Register
2. 01/15/16 City Check Register
3. 01/22/16 City Check Register
4. 01/29/16 City Check Register

Report Prepared By: Maura Herlihy
Account Technician

Jamie Goldstein, City Manager

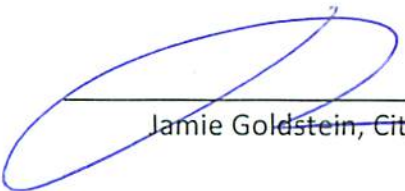
Accounts payable checks dated 01/08/16 and numbered 82547 to 82591, totaling \$95,461.05, plus 9 payroll checks and 82 payroll efts totaling \$157,558.68, for a total disbursement of \$253,019.73, have been reviewed and authorized for distribution by the City Manager.

As of 01/08/2016 the unaudited cash balance is \$4,512,812.95.

CASH POSITION - CITY OF CAPITOLA 01/08/2016

	<u>Net Balance</u>
General Fund	(\$207,861.80)
Payroll Payables	\$154,744.96
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,920,021.65
Stores Fund	\$24,978.50
Information Technology Fund	\$137,216.65
Equipment Replacement	\$153,605.99
Self-Insurance Liability Fund	\$54,835.29
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$46,404.26
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,512,812.95</u>

The Emergency Reserve Fund Balance is \$1,155,705.54 (not included above).



 Jamie Goldstein, City Manager

01/08/2016

 Date

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/08/2016

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
82547	01/08/2016	Open			ABACHERLI FENCE CO.	\$400.0
	Invoice		Date	Description		Amount
	5519		10/02/2015	Gate labor and supplies		\$400.00
82548	01/08/2016	Open			ADAMS ASHBY GROUP LLC	\$2,240.0
	Invoice		Date	Description		Amount
	1568		12/01/2015	November grant administration 1350 - CDBG Grants		\$2,240.00
82549	01/08/2016	Open			ALLSAFE LOCK COMPANY	\$7.3
	Invoice		Date	Description		Amount
	47958		12/30/2015	Keys		\$7.31
82550	01/08/2016	Open			ANDREW DALLY	\$764.0
	Invoice		Date	Description		Amount
	Dally12232015		12/23/2015	Dally education reimbursement		\$764.08
82551	01/08/2016	Open			APTOS LANDSCAPE SUPPLY INC.	\$46.7
	Invoice		Date	Description		Amount
	410446		12/30/2015	Bark		\$46.75
82552	01/08/2016	Open			BATTERIES PLUS	\$499.1
	Invoice		Date	Description		Amount
	314-294237		01/02/2016	Pay station batteries		\$499.13
82553	01/08/2016	Open			BAY AREA POLYGRAPH	\$250.0
	Invoice		Date	Description		Amount
	639		01/05/2016	reserve officer polygraph test		\$250.00
82554	01/08/2016	Open			BECKS SERVICE	\$250.0
	Invoice		Date	Description		Amount
	516601		12/29/2015	K-9 door release removal, install new equipment		\$250.00
82555	01/08/2016	Open			BIOBAG AMERICAS INC.	\$1,268.4
	Invoice		Date	Description		Amount
	438495		12/30/2015	Dog waste bags		\$1,268.44
82556	01/08/2016	Open			CA DEPARTMENT OF CONSERVATION	\$326.5
	Invoice		Date	Description		Amount
	july-sept2015		01/06/2016	strong motion instrumentation and seismic hazard mapping fee		\$326.50
82557	01/08/2016	Open			CALE AMERICA INC.	\$1,829.0
	Invoice		Date	Description		Amount
	138849		12/31/2015	Monthly parking meter charges		\$1,829.00
82558	01/08/2016	Open			CALIFORNIA BUILDING STANDARDS COMMISSION	\$135.0
	Invoice		Date	Description		Amount
	Oct-Dec2015		01/06/2016	CBSC October-December fees		\$135.00

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/08/2016

Invoice #	Date	Description	Amount
82559	01/08/2016	ED MORRISON	\$2,030.0
Invoice 06	01/04/2016	December PW inspections	\$2,030.00
82560	01/08/2016	eFolder Systems	\$125.0
Invoice INV00043546	11/30/2015	Monthly contract charges 2211 - ISF - Information Technology	\$125.00
82561	01/08/2016	EMERGENCY VEHICLE SPECIALISTS INC	\$1,080.0
Invoice 4916	12/23/2015	Move camera to rear and install new camera on windshield	\$1,080.00
82562	01/08/2016	FLYERS ENERGY LLC	\$1,749.5
Invoice CFS1133584	12/15/2015	fuel card invoice transactions	\$157.20
15-185977	12/29/2015	60 gallon diesel	\$150.10
15-185975	12/30/2015	310 gallon ethanol	\$876.63
15-183920	12/28/2015	200 gallon ethanol	\$565.57
82563	01/08/2016	GRANITE ROCK COMPANY	\$65.2
Invoice 935357	12/19/2015	Landscape rocks - Hooper stairs	\$65.25
82564	01/08/2016	GREEN LINE	\$490.0
Invoice 63988	12/14/2015	Grease trap pumped	\$490.00
82565	01/08/2016	HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ	\$2,774.7
Invoice 16-5CDBG	12/02/2015	CDBG Housing Rehab and Assistance Program admin 1350 - CDBG Grants	\$2,774.75
82566	01/08/2016	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	\$180.0
Invoice IIMC12112015	12/11/2015	Municipal clerk annual membership	\$180.00
82567	01/08/2016	INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$82.6
Invoice 50253909	01/05/2016	Battery	\$82.60
82568	01/08/2016	J JOHNSON & CO INC.	\$39,445.6
Invoice 1	12/31/2015	Capitola Avenue Storm Drain Repair Project 1200 - Capital Improvement Fund	\$39,445.65
82569	01/08/2016	KBA Docusys Inc.	\$319.9
Invoice INV398699	01/04/2016	Monthly copier charges	\$37.90
INV398700	01/04/2016	Monthly copier overage charges	\$248.00
INV398701	01/04/2016	Recreation monthly copier charges	\$33.43
INV382901tax	11/02/2015	tax from inv38290	\$0.60

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/08/2016

Invoice #	Date	Description	Amount
KIMLEY-HORN AND ASSOCIATES INC.			
82570	01/08/2016	Open	\$1,039.3
Invoice	Date	Description	Amount
7260560	11/30/2015	Housing Element Update 1313 - General Plan Update and Maint	\$1,039.35
LEE AND ASSOCIATES RESCUE INC			
82571	01/08/2016	Open	\$3,000.00
Invoice	Date	Description	Amount
59197	12/17/2015	CPR training	\$3,000.00
LIFE INSURANCE CO OF NORTH AMERICA-CIGNA			
82572	01/08/2016	Open	\$2,299.00
Invoice	Date	Description	Amount
CignaDec2015	12/31/2015	Dec 2015 LTD/STD/ADD/Life insurance 1000 - General Fund 1001 - Payroll Payables	\$2,299.05 (\$0.16) \$2,299.21
MBS BUSINESS SYSTEMS			
82573	01/08/2016	Open	\$900.1
Invoice	Date	Description	Amount
261259	12/31/2015	Quarterly copier charges, overage charges	\$900.17
MISSION PRINTERS			
82574	01/08/2016	Open	\$149.7
Invoice	Date	Description	Amount
52219	12/24/2015	Business Cards: Van Son and Bottorff 2210 - ISF - Stores Fund	\$149.77
MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTR.			
82575	01/08/2016	Open	\$358.0
Invoice	Date	Description	Amount
2012-122815	12/28/2015	gas dispenser, nozzle, toxics	\$358.00
OLIVE SPRINGS QUARRY INC.			
82576	01/08/2016	Open	\$198.3
Invoice	Date	Description	Amount
101802	12/21/2015	medium asphalt, RS1 oil for Monterey Ave. swale 1310 - Gas Tax Fund	\$198.37
PALACE OFFICE SUPPLIES			
82577	01/08/2016	Open	\$998.1
Invoice	Date	Description	Amount
24673-0	12/28/2015	2 office chairs	\$875.06
C346955-0	12/07/2015	Return: Jumbo clips	(\$8.48)
350126-0	12/29/2015	petty cash forms, notes, highlighters, pens	\$39.95
350643-0	01/05/2016	wall calendar, doc cover, paper 1000 - General Fund 2210 - ISF - Stores Fund	\$91.64 \$875.06 \$123.11
PEELLE TECHNOLOGIES INC.			
82578	01/08/2016	Open	\$2,039.3
Invoice	Date	Description	Amount
COCPT2452	12/17/2015	Document preparation, scanning, indexing; dvd recording/labeling 1317 - Technology Fee Fund	\$2,039.37
PHOENIX GROUP INFORMATION SYSTEMS			
82579	01/08/2016	Open	\$986.60
Invoice	Date	Description	Amount
112015070	12/29/2015	November citation processing	\$986.60

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/08/2016

Invoice	Date	Description	Amount
82580	01/08/2016	Open	SANTA CRUZ COUNTY INFORMATION SERVICES
Invoice	Date	Description	Amount
SCC12232015	12/23/2015	Open Query Scan charges Jan 2016	\$521.99
82581	01/08/2016	Open	STAPLES ADVANTAGE
Invoice	Date	Description	Amount
8037261745	12/19/2015	Office supplies	\$43.51
82582	01/08/2016	Open	STEPFORD INC
Invoice	Date	Description	Amount
1502230	12/20/2015	Feb 2016 Monthly IT support 2211 - ISF - Information Technology	\$5,000.00
82583	01/08/2016	Open	SUMMIT UNIFORMS
Invoice	Date	Description	Amount
28077	12/08/2015	Uniform items for Ryan	\$117.45
27999	12/05/2015	Uniform items for E. Gonzalez	\$228.38
28389	12/22/2015	Uniform items for Mendoza	\$435.00
28386	12/22/2015	Uniform items for Vazquez	\$439.35
82584	01/08/2016	Open	SUPPLYWORKS
Invoice	Date	Description	Amount
1740709-00	12/18/2015	Cleaning supplies	\$647.33
82585	01/08/2016	Open	U.S. BANK
Invoice	Date	Description	Amount
62068	01/01/2016	Facility Lease #CIEDB-13-103 1421 - Pac Cove Park	\$14,251.30
82586	01/08/2016	Open	UNITED STATES POSTAL SERVICE
Invoice	Date	Description	Amount
6754ES	01/04/2016	Postage for Mailing Early Spring brochure	\$5,100.00
82587	01/08/2016	Open	Mendeil Bailey
Invoice	Date	Description	Amount
Bailey123015	12/30/2015	Refund cite 155125121	\$96.00
82588	01/08/2016	Open	RMG of Santa Cruz County Inc
Invoice	Date	Description	Amount
262409-QCRUZ-IM	11/28/2015	Yeung pre-employment exam xray	\$120.00
82589	01/08/2016	Open	Robert Burkhart
Invoice	Date	Description	Amount
Burkhart12302015	12/30/2015	Refund cite 155125661	\$58.00
82590	01/08/2016	Open	Steven Averdick
Invoice	Date	Description	Amount
Averdick12302015	12/30/2015	Refund cite 15512936	\$36.00
82591	01/08/2016	Open	Timothy Curtis
Invoice	Date	Description	Amount
Curtis12302015	12/30/2015	Refund cite 177124210	\$39.00

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/08/2016

Type Check Totals:
CITY - Main City Totals

	Count	Transaction Amount
Checks	45	\$95,461.00
EFTs	0	\$0.00
All	45	\$95,461.00

WELLS - Payroll
WELLS - Payroll Totals

	Count	Transaction Amount
Checks	9	\$14,937.60
EFTs	82	\$142,621.00
All	91	\$157,558.60

Grand Totals:

	Count	Transaction Amount
Checks	54	\$110,398.60
EFTs	82	\$142,621.00
All	136	\$253,019.60

Attachment: 01/08/16 City Check Register (1282 : Approval of City Check Registers)

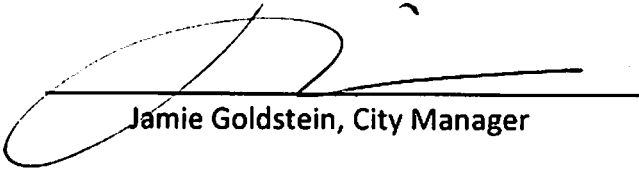
Accounts payable checks dated 01/15/16 and numbered 82592 to 82632, totaling \$208,658.73, plus 4 efts totaling \$84,697.80, for a total disbursement of \$293,356.53, have been reviewed and authorized for distribution by the City Manager.

As of 01/15/2016 the unaudited cash balance is \$4,190,915.57.

CASH POSITION - CITY OF CAPITOLA 01/15/2016

	<u>Net Balance</u>
General Fund	(\$373,653.37)
Payroll Payables	\$67,747.81
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,880,576.00
Stores Fund	\$24,705.62
Information Technology Fund	\$131,805.15
Equipment Replacement	\$153,605.99
Self Insurance Liability Fund	\$54,835.29
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,190,915.57</u></u>

The Emergency Reserve Fund Balance is \$1,155,705.54 (not included above).



 Jamie Goldstein, City Manager

01/15/2016
 Date

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transactio Amou
82592	01/15/2016	Open			2NDNATURE LLC	\$7,128.00
	Invoice		Date	Description		Amount
	15-679-01		01/07/2016	MS4 Mapping Assistance		\$7,128.00
82593	01/15/2016	Open			A TOOL SHED	\$442.50
	Invoice		Date	Description		Amount
	1096040-5		01/08/2016	Excavator rental		\$442.50
82594	01/15/2016	Open			AMY FERRASCI-HARP	\$715.00
	Invoice		Date	Description		Amount
	55		01/04/2016	December BIA services 1321 - BIA - Capitola Village-Wharf BIA		\$715.00
82595	01/15/2016	Open			APTOS LANDSCAPE SUPPLY INC.	\$166.08
	Invoice		Date	Description		Amount
	410775		01/11/2016	Treated sawdust, digging bar		\$106.62
	410792		01/11/2016	Treated sawdust		\$60.08
82596	01/15/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,596.50
	Invoice		Date	Description		Amount
	POA01112016		01/08/2016	PPE 01/02/2016 POA Dues 1001 - Payroll Payables		\$1,596.50
82597	01/15/2016	Open			CAROLYN FLYNN	\$3,097.50
	Invoice		Date	Description		Amount
	CBF12-2015		12/30/2015	December affordable housing admin. services		\$2,887.50
	CBF-12-2015-CDBG		12/30/2015	CDBG Program grant oversight and management 1350 - CDBG Grants 1372 - Housing Trust Fund	\$210.00	\$2,887.50
82598	01/15/2016	Open			Chelsee A Robinson	\$65.00
	Invoice		Date	Description		Amount
	Robinson01122016		01/12/2016	Winter Instructor Payment 2016		\$65.00
82599	01/15/2016	Open			COASTAL WATERSHED COUNCIL	\$4,022.50
	Invoice		Date	Description		Amount
	1455		01/05/2016	December first flush services		\$4,022.50
82600	01/15/2016	Open			CRAIG FEENEY	\$550.00
	Invoice		Date	Description		Amount
	51		01/04/2016	City Hall HVAC blower motor, labor		\$550.00
82601	01/15/2016	Open			DFM ASSOCIATES	\$54.38
	Invoice		Date	Description		Amount
	DFM01132016		01/13/2016	2016 California elections code		\$54.38
82602	01/15/2016	Open			Division of the State Architect	\$167.00
	Invoice		Date	Description		Amount
	DSA12312015		12/31/2015	October-December DSA access & education fee		\$167.00

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
82603	01/15/2016	Open			EWING IRRIGATION	\$518.00
	Invoice		Date	Description		Amount
	821044		01/08/2016	Wharf water repair		\$215.10
	821045		01/08/2016	Wharf sewer repair parts 1311 - Wharf Fund		\$303.29
82604	01/15/2016	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$122.54
	Invoice		Date	Description		Amount
	629468		01/04/2016	sweeper maintenance 1310 - Gas Tax Fund		\$122.54
82605	01/15/2016	Open			GRIZZLY POWDERCOATING OF SCC	\$2,650.00
	Invoice		Date	Description		Amount
	188		01/07/2016	Powder coat trash cans		\$2,650.00
82606	01/15/2016	Open			HARRIS & ASSOCIATES	\$287.50
	Invoice		Date	Description		Amount
	30417		01/06/2016	December Park Ave. sidewalks design 1200 - Capital Improvement Fund		\$287.50
82607	01/15/2016	Open			HOME DEPOT CREDIT SERVICES	\$101.66
	Invoice		Date	Description		Amount
	2012048		12/08/2015	Tape		\$44.98
	7572991		12/23/2015	Electrical supplies		\$5.69
	1051919		12/29/2015	picture hanger		\$2.59
	1573557		12/29/2015	Painting supplies		\$5.38
	4015224		01/05/2016	Irrigation supplies		\$34.23
	8050414		01/11/2016	Paint		\$8.14
				1000 - General Fund		\$98.42
				1315 - Public Art Fee Fund		\$2.59
82608	01/15/2016	Open			ICMA RETIREMENT TRUST 457	\$5,595.51
	Invoice		Date	Description		Amount
	ICMA01112016		01/08/2016	PPE 01/02/2016 ICMA contributions 1001 - Payroll Payables		\$5,595.51
82609	01/15/2016	Open			INTERNATIONAL CODE COUNCIL	\$325.00
	Invoice		Date	Description		Amount
	3058877		07/07/2015	International code council membership for Van Son		\$325.00
82610	01/15/2016	Open			INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$71.61
	Invoice		Date	Description		Amount
	454825		12/04/2015	batteries		\$71.61
82611	01/15/2016	Open			JAQUA OF CALIFORNIA	\$1,984.69
	Invoice		Date	Description		Amount
	1490		01/05/2016	Wood benches		\$1,984.69
82612	01/15/2016	Open			MACKAY METERS INC	\$91.63
	Invoice		Date	Description		Amount
	1043202		12/31/2015	parking meter fees		\$91.63

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transactio Amou
82613	01/15/2016	Open			MICHAEL ARNONE	\$16,618.1
	Invoice		Date	Description		Amount
	201528-2		01/13/2016	Rispin park architect contract services 1200 - Capital Improvement Fund		\$16,618.75
82614	01/15/2016	Open			MILLER'S TRANSFER & STORAGE CO.	\$200.0
	Invoice		Date	Description		Amount
	87422		01/03/2016	Jan 2016 record storage and Dec 2015 handling		\$200.60
82615	01/15/2016	Open			MOFFATT & NICHOL	\$3,314.0
	Invoice		Date	Description		Amount
	715440		01/08/2016	December wharf condition assessment 1311 - Wharf Fund		\$3,314.01
82616	01/15/2016	Open			ORCHARD SUPPLY HARDWARE	\$649.0
	Invoice		Date	Description		Amount
	074031		12/17/2015	sponges, wrench, waste basket		\$19.07
	119754		12/08/2015	Extension cord - palm tree lights		\$4.12
	119911		12/09/2015	Graffiti paint		\$4.95
	110982		12/14/2015	Banner rope		\$30.97
	111086		12/15/2015	Painting supplies		\$52.94
	111341		12/16/2015	Safety glasses		\$11.35
	108621		12/16/2015	Painting supplies		\$26.82
	111411		12/16/2015	Gutter repair		\$35.60
	126502		12/21/2015	Plunger		\$7.73
	075096		12/22/2015	Tote		\$25.82
	100295		12/23/2015	Hardware		\$4.81
	105633		11/30/2015	galvanized nipples and tees		\$17.39
	104750		11/25/2015	galvanized nipples and couplings		\$25.75
	070948		12/03/2015	Lights		\$17.55
	106251		12/03/2015	lock nuts, washers, bolts, discs		\$8.24
	101435		12/31/2015	rust pro safety		\$6.19
	101287		12/30/2015	rust pro safety x3, lock nut, bolt		\$38.81
	128488		01/04/2016	Painting supplies		\$19.68
	114388		01/05/2016	Paint supplies		\$16.23
	078170		01/05/2016	LED headlight, fitting, coupling		\$19.60
	128943		01/06/2016	Caulking gun and caulk		\$26.32
	078673		01/07/2016	Plumbers tape		\$12.90
	102628		01/06/2016	General supplies		\$25.82
	114759		01/07/2016	wrench set, bolts		\$86.89
	78856		01/08/2016	fittings		\$19.24
	114652		01/06/2016	ratchet set and lock nuts		\$85.02
82617	01/15/2016	Open			PALACE OFFICE SUPPLIES	\$22.0
	Invoice		Date	Description		Amount
	9230307-0		01/12/2016	foam board		\$13.02
	9228995-0		01/08/2016	banker box		\$9.96

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
82618	01/15/2016	Open			PETERSON CATERPILLAR	\$77,297.00
	Invoice		Date	Description		Amount
	J0726601		12/16/2015	CATERPILLAR Model 259D bobcat compact loader 2212 - ISF - Equipment Replacement		\$77,297.00
82619	01/15/2016	Open			PHIL ALLEGRI ELECTRIC INC.	\$1,518.24
	Invoice		Date	Description		Amount
	20708		12/31/2015	Electrical repair		\$1,518.24
82620	01/15/2016	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$9,321.43
	Invoice		Date	Description		Amount
	EIA16246		01/08/2016	January dental/vision/COBRA & admin fee		\$9,321.43
				1000 - General Fund	\$189.63	
				1001 - Payroll Payables	\$9,131.80	
82621	01/15/2016	Open			ROBERT IVERS	\$375.00
	Invoice		Date	Description		Amount
	3905		12/31/2015	Opacity test, smoke test per CA CARB regulation: 2013 Cummins		\$75.00
	3904		12/31/2015	Opacity test, smoke test per CA CARB regulation: 2000 John Deere		\$75.00
	3903		12/31/2015	Opacity test, smoke test per CA CARB regulation: 1990 Ford		\$75.00
	3902		12/31/2015	Opacity test, smoke test per CA CARB regulation: 2008Ford		\$75.00
	3901		12/31/2015	Opacity test, smoke test per CA CARB regulation: 2007 Cummins		\$75.00
82622	01/15/2016	Open			SANTA CRUZ COUNTY ANIMAL SHELTER	\$5,500.00
	Invoice		Date	Description		Amount
	15/16-3cap		01/04/2016	FY15/16 animal shelter services		\$5,500.00
82623	01/15/2016	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$5,890.00
	Invoice		Date	Description		Amount
	SCC01132016		12/31/2015	December citation surcharges		\$5,890.00
82624	01/15/2016	Open			SANTA CRUZ COUNTY CONFERENCE & VISITORS COUNCIL	\$51,211.46
	Invoice		Date	Description		Amount
	SCC12312015		12/31/2015	October-December TMD		\$51,211.46
82625	01/15/2016	Open			SANTA CRUZ SENTINEL	\$223.48
	Invoice		Date	Description		Amount
	stmt936077		12/31/2015	Notice of PW project Stockton Ave. improvements 1200 - Capital Improvement Fund		\$223.48
82626	01/15/2016	Open			SOQUEL CREEK WATER DISTRICT	\$2,867.90
	Invoice		Date	Description		Amount
	SCWD12152015		12/15/2015	Monthly water usage, irrigation		\$1,985.80
	SCWD12172015-2		12/17/2015	Monthly water use		\$881.90
				1000 - General Fund	\$2,505.47	
				1311 - Wharf Fund	\$362.23	
82627	01/15/2016	Open			SPORT ABOUT GRAPHICS	\$583.63
	Invoice		Date	Description		Amount
	7101		01/04/2016	Work shirts		\$583.63

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
82628	01/15/2016	Open			T&T PAVEMENT MARKINGS	\$726.
	Invoice		Date	Description		Amount
	2016002		01/04/2016	Steel rivets		\$458.80
	2016025		01/07/2016	Signs		\$268.16
				1310 - Gas Tax Fund		
82629	01/15/2016	Open			UNITED STATES POSTAL SERVICE	\$1,100.
	Invoice		Date	Description		Amount
	CMS3722		01/07/2016	newsletter - bulk mail permit 7013		\$1,100.00
82630	01/15/2016	Open			US BANK PARS	\$71.
	Invoice		Date	Description		Amount
	PARs01112016		01/08/2016	PPE 01/02/2016 PARS contributions		\$71.60
				1001 - Payroll Payables		
82631	01/15/2016	Open			WESTERN EXTERMINATOR COMPANY	\$52.
	Invoice		Date	Description		Amount
	3766397		12/31/2015	City Hall - rodent control		\$52.00
82632	01/15/2016	Open			Interlite Skylight Inc.	\$1,361.
	Invoice		Date	Description		Amount
	41276		01/12/2016	vinyl windows		\$1,361.12
Type Check Totals:						\$208,658.
<u>EFT</u>						
212	01/12/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$7,947.
	Invoice		Date	Description		Amount
	EDD01112016		01/12/2016	PPE 01/02/2016 state tax deposit		\$7,947.11
				1001 - Payroll Payables		
213	01/11/2016	Open			INTERNAL REVENUE SERVICE	\$29,622.
	Invoice		Date	Description		Amount
	IRS01112016		01/11/2016	PPE 01/02/2016 federal tax deposit		\$29,622.15
				1001 - Payroll Payables		
214	01/11/2016	Open			STATE DISBURSEMENT UNIT	\$1,420.
	Invoice		Date	Description		Amount
	SDU01112016		01/11/2016	PPE 01/02/2016 garnishments		\$1,420.15
				1001 - Payroll Payables		
215	01/12/2016	Open			CalPERS Member Services Division	\$45,708.
	Invoice		Date	Description		Amount
	PERS011216		01/12/2016	PPE 01/02/2016 PERS member services		\$45,708.39
				1000 - General Fund		
				1001 - Payroll Payables		
Type EFT Totals:						\$84,697.

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/15/2016

Check Number	Check Date	Status	Invoice Date	Description	Payee Name	Transaction Amount
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CITY - Main City Totals			Count:			Total:
			41			\$208,658.1
			4			\$84,697.1
Checks			45			\$293,356.1
EFTs						
All						

Attachment: 01/15/16 City Check Register (1282 : Approval of City Check Registers)

Accounts payable checks dated 01/22/16 and numbered 82633 to 82684, totaling \$105,403.70, plus 6 payroll checks and 83 payroll efts totaling \$155,896.77, for a total disbursement of \$261,300.47, have been reviewed and authorized for distribution by the City Manager.

As of 01/22/2016 the unaudited cash balance is \$4,441,510.31.

CASH POSITION - CITY OF CAPITOLA 01/22/2016

	<u>Net Balance</u>
General Fund	(\$135,525.40)
Payroll Payables	\$174,352.31
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,863,446.27
Stores Fund	\$24,705.62
Information Technology Fund	\$132,094.15
Equipment Replacement	\$76,308.99
Self-Insurance Liability Fund	\$54,835.29
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,441,510.31</u>

The Emergency Reserve Fund Balance is \$1,155,705.54 (not included above).



 Jamie Goldstein, City Manager

01/22/2016

 Date

Attachment: 01/22/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amot
82633	01/22/2016	Open			ADAMS ASHBY GROUP LLC	\$920.
	Invoice		Date	Description		Amount
	1594		01/01/2016	General admin and reporting: CDBG 1350 - CDBG Grants		\$920.00
82634	01/22/2016	Open			ADT SECURITY SERVICES, INC.	\$110.
	Invoice		Date	Description		Amount
	12282015		12/28/2015	Security services		\$110.83
82635	01/22/2016	Open			ANDERSON BRULE ARCHITECTS INC.	\$4,550.
	Invoice		Date	Description		Amount
	14.1202.2-3		01/06/2016	December graphic design and color rendering		\$4,550.00
82636	01/22/2016	Open			ASCAP	\$336.
	Invoice		Date	Description		Amount
	ASCAP12312015		12/30/2015	Acct# 500579655 - License fee		\$336.00
82637	01/22/2016	Open			AT&T	\$9.
	Invoice		Date	Description		Amount
	ATT01012016		01/01/2016	acct 674 3 monthly charges		\$4.53
	ATT01012016-6246		01/01/2016	acct 624 6 monthly charges		\$4.70
				1000 - General Fund	\$4.53	
				2211 - ISF - Information Technology	\$4.70	
82638	01/22/2016	Open			ATCHISON BARISONE & CONDOTTI	\$22,621.
	Invoice		Date	Description		Amount
	32152		12/31/2015	December legal services		\$22,621.47
82639	01/22/2016	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$1,985.
	Invoice		Date	Description		Amount
	2851		12/31/2015	2015 December Traffic Signal Maintenance-ROUTINE		\$616.00
	2915		12/31/2015	2015 December Traffic Signal Maintenance-RESPONSE		\$1,369.50
				1310 - Gas Tax Fund		
82640	01/22/2016	Open			CALIFORNIA COAST UNIFORM COMPANY	\$830.
	Invoice		Date	Description		Amount
	4760		01/04/2016	uniform Kimura		\$27.00
	4755		12/31/2015	Uniform Keane		\$43.45
	4740		12/23/2015	Uniform Moreno		\$490.30
	4725		12/20/2015	Uniform Explorer Peterson		\$114.08
	4693		12/09/2015	uniform Blankenship		\$63.00
	4682		12/04/2015	Uniform Valdez/irao		\$30.00
	4660		11/25/2015	uniform Sandretti		\$63.00
82641	01/22/2016	Open			CAPITOLA-SOQUEL CHAMBER OF COMMERCE	\$10,500.
	Invoice		Date	Description		Amount
	1960		01/07/2016	BIA contracted services with chamber of commerce		\$3,000.00
	1961		01/07/2016	Quarterly contract services		\$7,500.00
				1000 - General Fund	\$7,500.00	
				1321 - BIA - Capitola Village-Wharf BIA	\$3,000.00	

Attachment: 01/22/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amount
82642	01/22/2016	Open			CARIN HANNA	\$4,084.
	Invoice		Date	Description		Amount
	BIA12112015		12/11/2015	constant contact.usps.web host.tv segment.displays.decorations 1321 - BIA - Capitola Village-Wharf BIA		\$4,084.18
82643	01/22/2016	Open			CLASSIFIED SOUND	\$1,500.
	Invoice		Date	Description		Amount
	151204-25A		01/10/2016	Street sound system for holiday season 1321 - BIA - Capitola Village-Wharf BIA		\$1,500.00
82644	01/22/2016	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.
	Invoice		Date	Description		Amount
	15110		10/31/2015	Oct. Monthly Facility Cleaning Fees 1000 - General Fund 1311 - Wharf Fund	\$3,501.63 \$217.50	\$3,719.13
82645	01/22/2016	Open			CLIFF SLOMA	\$912.
	Invoice		Date	Description		Amount
	Sloma01142016		01/14/2016	Crisis intervention training expenses		\$912.65
82646	01/22/2016	Open			COMMUNITY TELEVISION OF SANTA CRUZ COUI	\$225.
	Invoice		Date	Description		Amount
	2245		01/12/2016	televised planning and council meetings		\$225.00
82647	01/22/2016	Open			CRYSTAL SPRINGS WATER CO.	\$166.
	Invoice		Date	Description		Amount
	CSWdec2015stmt		12/31/2015	Monthly Drinking Water		\$166.50
82648	01/22/2016	Open			DONALD W ALLEY	\$1,000.
	Invoice		Date	Description		Amount
	116-02		01/20/2016	Review of NOAA Fisheries Multispecies Recovery Plan		\$1,000.00
82649	01/22/2016	Open			eFolder Systems	\$125.
	Invoice		Date	Description		Amount
	INV00044448		12/31/2015	AppAssure storage Dec 2015 2211 - ISF - Information Technology		\$125.00
82650	01/22/2016	Open			EXTREME TOWING	\$200.
	Invoice		Date	Description		Amount
	002048		01/11/2016	Towed CSO truck 02		\$200.00
82651	01/22/2016	Open			GUILLERMO E. VAZQUEZ	\$267.
	Invoice		Date	Description		Amount
	Vazquez01142016		01/14/2016	Crisis intervention training expenses		\$267.69
82652	01/22/2016	Open			HOUSING AUTHORITY OF THE COUNTY OF SAN	\$6,252.
	Invoice		Date	Description		Amount
	SCC16-6CSD		01/12/2016	December security deposit program		\$2,461.00
	SCC16-6CDBG		01/11/2016	Dec housing rehab & homeownership assistance 1350 - CDBG Grants 5552 - Cap Hsg Succ- Program Income	\$3,791.75 \$2,461.00	\$3,791.75

Attachment: 01/22/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amount
82653	01/22/2016	Open			INTERNATIONAL ASSOCIATION OF CHIEFS OF P	\$150.
	Invoice		Date	Description		Amount
	1001188212		01/01/2016	International assoc. of Chiefs of Police membership		\$150.00
82654	01/22/2016	Open			INTERNATIONAL CODE COUNCIL	\$1,089.
	Invoice		Date	Description		Amount
	1000645852		01/07/2016	2015 building code study materials		\$1,089.14
82655	01/22/2016	Open			JIM CLARK	\$166.
	Invoice		Date	Description		Amount
	11416		01/14/2016	Annual backflow device testing (3)		\$166.00
82656	01/22/2016	Open			KINGS PAINT AND PAPER INC.	\$138.
	Invoice		Date	Description		Amount
	A0228719		12/11/2015	Graffiti paint		\$138.39
82657	01/22/2016	Open			LANGUAGE LINE SERVICES INC	\$7.
	Invoice		Date	Description		Amount
	3751975		12/31/2015	Translation line		\$7.52
82658	01/22/2016	Open			LEAGUE OF CALIFORNIA CITIES Monterey Bay Di	\$150.
	Invoice		Date	Description		Amount
	8125		01/12/2016	membership dues		\$150.00
82659	01/22/2016	Open			LOOMIS	\$525.
	Invoice		Date	Description		Amount
	11735002		12/31/2015	armored car deposit service		\$525.59
82660	01/22/2016	Open			MARK GONZALEZ	\$93.
	Invoice		Date	Description		Amount
	Gonzalez01142016		01/14/2016	Books for 2015 fall semester		\$93.29
82661	01/22/2016	Open			MASTER CAR WASH	\$80.
	Invoice		Date	Description		Amount
	MCW01052016		01/05/2016	Nov and Dec vehicle cleaning		\$80.00
82662	01/22/2016	Open			MICROFLEX CORP	\$648.
	Invoice		Date	Description		Amount
	in1629797		01/05/2016	Gloves for patrol		\$648.52
82663	01/22/2016	Open			MONTEREY BAY AREA SELF INSURANCE AUTHC	\$6,716.
	Invoice		Date	Description		Amount
	MBASIA01052016		01/05/2016	liability claim		\$6,716.50
				2213 - ISF - Self-Insurance Liability		
82664	01/22/2016	Open			NATIONAL NOTARY ASSOCIATION	\$59.
	Invoice		Date	Description		Amount
	NNA011916		01/19/2016	National notary association membership Sneddon		\$59.00

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City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amount
82665	01/22/2016	Open			NATIVE ANIMAL RESCUE	\$588
	Invoice		Date	Description		Amount
	NAR01152016		01/15/2016	First semi-annual community grant payment		\$588.00
82666	01/22/2016	Open			OUTDOOR WORLD INC.	\$2,164
	Invoice		Date	Description		Amount
	32240		01/13/2016	Work pants (56)		\$2,164.39
82667	01/22/2016	Open			PACIFIC GAS & ELECTRIC	\$15,101
	Invoice		Date	Description		Amount
	PGEjan2016acct9		01/13/2016	Monthly utilities		\$14,296.75
	PGEjan2016acct5		01/13/2016	Pac cove parking lot utilities		\$794.23
	PGEjan2016acct0		01/13/2016	Wharf Road Rispin Mansion utilities		\$10.18
				1000 - General Fund	\$7,831.72	
				1300 - SLESF - Supplemental Law Enforce	\$304.09	
				1310 - Gas Tax Fund	\$4,985.38	
				1311 - Wharf Fund	\$1,979.97	
82668	01/22/2016	Open			PALACE OFFICE SUPPLIES	\$442
	Invoice		Date	Description		Amount
	352206-0		01/13/2016	Office supplies		\$192.54
	352343-0		01/14/2016	office supplies		\$23.34
	352283-0		01/14/2016	office supplies		\$11.30
	9230993-0		01/14/2016	Supplies		\$31.40
	351160-0		01/07/2016	office supplies		\$80.56
	352471-0		01/07/2016	tax form envelopes, index binder		\$43.23
	352044-0		01/13/2016	note pads, duster, envelopes		\$60.03
				1000 - General Fund	\$339.14	
				2210 - ISF - Stores Fund	\$103.26	
82669	01/22/2016	Open			PHILLIPS PET FOOD & SUPPLIES	\$448
	Invoice		Date	Description		Amount
	cd12795482		01/04/2016	K-9 supplies		\$448.91
82670	01/22/2016	Open			PUBLIC PARKING ASSOCIATES	\$3,597
	Invoice		Date	Description		Amount
	2015-037		10/02/2015	MacKay parking meters (4), installation, shipping		\$3,597.53
				1316 - Parking Reserve Fund		
82671	01/22/2016	Open			ROYAL WHOLESALE ELECTRIC	\$7
	Invoice		Date	Description		Amount
	7719-111348		11/16/2015	Corp Yard security lights credit		(\$284.28)
	7719-598869		11/17/2015	Photocell for Pac Cove Parking Lot		\$26.10
	7719599446		12/08/2015	LED light		\$20.61
	7719-599924		12/23/2015	Fluorescent tubes		\$155.51
	7719-599847		01/13/2016	lamp holders (12)		\$89.39
82672	01/22/2016	Open			SAVE OUR SHORES	\$1,051
	Invoice		Date	Description		Amount
	SOS01192016		01/19/2016	First semi-annual community grant payment		\$1,051.00

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City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amount
82673	01/22/2016	Open			SHARPS SOLUTIONS LLC	\$75.00
	Invoice		Date	Description		Amount
	ss20010		01/07/2016	Regulated waste container-evidence		\$75.00
82674	01/22/2016	Open			SIRCHIE	\$261.14
	Invoice		Date	Description		Amount
	0236113-in		01/04/2016	Syringe collection tubes (10)		\$261.14
82675	01/22/2016	Open			STAPLES ADVANTAGE	\$236.88
	Invoice		Date	Description		Amount
	8037417972		01/18/2016	Office supplies		\$236.88
82676	01/22/2016	Open			TOTLCOM	\$315.00
	Invoice		Date	Description		Amount
	240295		01/06/2016	voice/data system maintenance 2211 - ISF - Information Technology		\$315.00
82677	01/22/2016	Open			UNITED PARCEL SERVICE	\$27.81
	Invoice		Date	Description		Amount
	0000954791036		01/16/2016	shipping		\$27.81
82678	01/22/2016	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$3,172.00
	Invoice		Date	Description		Amount
	UW01142016		01/14/2016	First semi-annual community grant payment		\$3,172.00
82679	01/22/2016	Open			US BANCORP EQUIPMENT FINANCE INC.	\$858.96
	Invoice		Date	Description		Amount
	295233910		12/31/2015	office equipment contracts Dec 2015		\$858.96
				1000 - General Fund	\$376.06	
				2211 - ISF - Information Technology	\$482.90	
82680	01/22/2016	Open			WATSONVILLE BLUEPRINT	\$246.68
	Invoice		Date	Description		Amount
	58489		01/19/2016	print sets 38th ave street overlay		\$220.11
	58525		01/20/2016	Blueprints-corp yard survey		\$26.68
				1000 - General Fund	\$26.68	
				1200 - Capital Improvement Fund	\$220.11	
82681	01/22/2016	Open			WATSONVILLE POLICE DEPT	\$125.00
	Invoice		Date	Description		Amount
	r15-cpd-002		01/05/2016	1/2 day at the range		\$125.00

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City Checks Issued 01/22/2016

Check#	Date	Status	Date	Description	Payee Name	Amount
82682	01/22/2016	Open			WELLS FARGO BANK	\$5,490.1
	Invoice		Date	Description		Amount
	WFdec2015		01/04/2016	Dec 2015 credit card charges		\$5,490.53
				Detail: Vazquez POST training	\$501.96	
				Dally SLI training POST	\$501.96	
				Security System	\$837.50	
				Employee Holiday Party	\$705.00	
				Security System	\$658.24	
				Remaining charges under threshold	\$2,285.87	
				1000 - General Fund	\$5,231.24	
				1313 - General Plan Update and Maint	\$26.00	
				1315 - Public Art Fee Fund	\$15.54	
				2210 - ISF - Stores Fund	\$24.95	
				2211 - ISF - Information Technology	\$192.80	
82683	01/22/2016	Open			WESTIN HOTELS AND RESORTS	\$653.1
	Invoice		Date	Description		Amount
	Guest1688045		01/14/2016	Training accomodations: Deiter		\$653.16
82684	01/22/2016	Open			Kerry Crawford	\$400.0
	Invoice		Date	Description		Amount
	Crawford01142016		01/14/2016	Crawford settlement claim		\$400.00
				2213 - ISF - Self-Insurance Liability		
Type Check Totals:						\$105,403.7

CITY - Main City Totals	Count:	Total:
Checks	52	\$105,403.7
EFTs	0	\$0.0
All	52	\$105,403.7

WELLS - Payroll Totals	Count:	Total:
Checks	6	\$3,110.1
EFTs	83	\$152,786.4
All	89	\$155,896.7

Grand Totals:	Count:	Total:
Checks	58	\$108,514.1
EFTs	83	\$152,786.4
All	141	\$261,300.4

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Accounts payable checks dated 01/29/16 and numbered 82685 to 82734, totaling \$93,296.60, plus 6 efts totaling \$142,258.39, for a total disbursement of \$235,554.99, have been reviewed and authorized for distribution by the City Manager.

As of 01/29/2016 the unaudited cash balance is \$4,400,011.49.

CASH POSITION - CITY OF CAPITOLA 01/29/2016

	<u>Net Balance</u>
General Fund	(\$29,153.08)
Payroll Payables	\$35,059.64
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,863,226.16
Stores Fund	\$24,584.16
Information Technology Fund	\$130,973.75
Equipment Replacement	\$76,308.99
Self Insurance Liability Fund	\$47,718.79
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,400,011.49</u></u>

The Emergency Reserve Fund Balance is \$1,155,705.54 (not included above).



 Jamie Goldstein, City Manager

01/29/2016

 Date

Attachment: 01/29/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transac Amc
82685	01/26/2016	Open			SUBARU OF SANTA CRUZ dba SANTA CRUZ KIA	\$126
		Licensee Type Business		Licensee Number 1520	Transaction Type Pre-Payment	
82686	01/29/2016	Open			ACCELA INC	\$1,080
		Invoice INV-ACC17335	Date 01/01/2016	Description Legislative management - agenda, minutes, civic streaming 2211 - ISF - Information Technology		Amount \$1,080.00
82687	01/29/2016	Open			ANDERSON BRULE ARCHITECTS INC.	\$91.12
		Invoice 14.1202.2-3b	Date 01/06/2016	Description library design reimbursable expenses		Amount \$9.12
82688	01/29/2016	Open			ARACELLY BIBL	\$49.40
		Invoice Bibl01252016	Date 01/25/2016	Description Winter Instructor Payments 2016		Amount \$49.40
82689	01/29/2016	Open			AUTOMATION TEST ASSOCIATES	\$40.00
		Invoice 43234	Date 01/22/2016	Description Wharf meter reading and utility billing calculation 1311 - Wharf Fund		Amount \$40.00
82690	01/29/2016	Open			BANK OF AMERICA	\$16.00
		Invoice BOA01152016	Date 01/15/2016	Description Dec 2015 analysis charge		Amount \$16.00
82691	01/29/2016	Open			CA DEPARTMENT OF TRANSPORTATION	\$960.75
		Invoice SL160461	Date 01/14/2016	Description Oct-Dec 2015 Signal & lighting 1310 - Gas Tax Fund		Amount \$960.75
82692	01/29/2016	Open			CALIF ASSOC FOR PROPERTY & EVIDENCE INC.	\$135.00
		Invoice 03882	Date 01/22/2016	Description Membership renewal T. Hernandez		Amount \$45.00
		03883	Date 01/22/2016	Description E. Gonzalez membership 2016		Amount \$45.00
		03766	Date 01/22/2016	Description Membership renewal B. Garrett		Amount \$45.00
82693	01/29/2016	Open			CALIFORNIA LAW ENFORCEMENT ASSOCIATION	\$514.50
		Invoice CLEA01252016	Date 01/25/2016	Description POA Long Term Disability Feb 2016 1001 - Payroll Payables		Amount \$514.50
82694	01/29/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,625.50
		Invoice POA01222016	Date 01/25/2016	Description POA Dues PPE 01-16-16 1001 - Payroll Payables		Amount \$1,625.50

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City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transacti Amoi
82695	01/29/2016	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719
	Invoice		Date	Description		Amount
	15423		12/31/2015	Monthly Facility Cleaning Fees Dec 2015		\$3,719.13
				1000 - General Fund	\$3,501.63	
				1311 - Wharf Fund	\$217.50	
82696	01/29/2016	Open			COMMUNITY PRINTERS	\$1,408
	Invoice		Date	Description		Amount
	14295011		01/14/2016	Winter/Spring 2016 newsletter		\$1,408.41
82697	01/29/2016	Open			FLYERS ENERGY LLC	\$3,782
	Invoice		Date	Description		Amount
	CFS1142735		12/31/2015	Fuel for training		\$62.90
	16-196509		01/22/2016	130 gallon diesel		\$282.33
	16-196507		01/22/2016	250 gallons Ethanol		\$681.21
	16-193307		01/15/2016	60 gallon diesel		\$143.50
	16-193306		01/15/2016	288 gallon ethanol		\$784.75
	16-190515		01/11/2016	100 gallon diesel		\$239.17
	16-190511		01/11/2016	583 gallons ethanol		\$1,588.59
82698	01/29/2016	Open			FRANK PERRY	\$366
	Invoice		Date	Description		Amount
	Perry01252016		01/25/2016	Museum display reimbursement		\$366.31
82699	01/29/2016	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$1,805
	Invoice		Date	Description		Amount
	629672		01/15/2016	sweeper parts		\$1,805.76
				1310 - Gas Tax Fund		
82700	01/29/2016	Open			H. MARCHESE - PETTY CASH CUSTODIAN	\$577
	Invoice		Date	Description		Amount
	PettyCash012116		01/21/2016	Replenish petty cash		\$577.07
82701	01/29/2016	Open			HOPE REHABILITATION SERVICES	\$535
	Invoice		Date	Description		Amount
	S156895		09/30/2015	Litter Abatement, Beach Clean Up & Sidewalk Maintenance 15/16		\$535.50
82702	01/29/2016	Open			HOSE SHOP	\$265
	Invoice		Date	Description		Amount
	384019		01/15/2016	Hoses, assemblies, fittings, air gun		\$265.94
				1310 - Gas Tax Fund		
82703	01/29/2016	Open			HYDROSCIENCE ENGINEERS INC.	\$8,160
	Invoice		Date	Description		Amount
	331008003		01/14/2016	Soquel Creek Flume Rehabilitation Alternative Assessment		\$6,355.00
	331005006		01/14/2016	Stormwater Review Services 11/30-12/31/15 for 502 Pine Street		\$1,805.00
82704	01/29/2016	Open			ICMA RETIREMENT TRUST 457	\$5,517
	Invoice		Date	Description		Amount
	ICMA01222016		01/25/2016	ICMA 457 contributions PPE 01-16-16		\$5,517.01
				1001 - Payroll Payables		

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City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transacti Amot
82705	01/29/2016	Open			INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE	\$150.
	Invoice		Date	Description		Amount
	1001181582		01/28/2016	IACP membership T. Held		\$150.00
82706	01/29/2016	Open			INTERWEST CONSULTING GROUP INC.	\$1,238.
	Invoice		Date	Description		Amount
	25420		01/25/2016	December Plan reviews - Satzger, Haggblade, Reardon		\$1,238.95
82707	01/29/2016	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$30,904.
	Invoice		Date	Description		Amount
	7017371		12/31/2015	Localized Storm System Flood Assessment-Capitola Avenue		\$4,500.00
	7396132		12/31/2015	Rispin-Peery Park ADA Pathway Improvements-Phase II		\$4,744.50
	7380707		12/31/2015	Dec. PW Staff Augmentation		\$3,833.59
	7253888		11/30/2015	McGregor Road Widening Improvements		\$1,105.74
	7260870		11/30/2015	Enhanced Bike Lane @ Highway 1 Crossing		\$1,680.60
	7328856		11/30/2015	Pacific Cove Rail Trail Phase I		\$2,677.76
	7253892		11/30/2015	Nov. PW Staff Augmentation		\$9,291.10
	7329894		11/30/2015	Nov. roundabout services		\$3,071.00
				1000 - General Fund	\$1,105.74	
				1200 - Capital Improvement Fund	\$16,673.86	
				1310 - Gas Tax Fund	\$13,124.69	
82708	01/29/2016	Open			KING'S CLEANERS	\$528.
	Invoice		Date	Description		Amount
	KingsO1182016		01/18/2016	uniform cleaning		\$528.75
82709	01/29/2016	Open			LAW ENFORCEMENT PSYCHOLOGICAL SERVICES INC.	\$375.
	Invoice		Date	Description		Amount
	1601323		01/14/2016	Dec psychological assessment		\$375.00
82710	01/29/2016	Open			LENOVO (US) INC	\$1,632.
	Invoice		Date	Description		Amount
	1601747		01/02/2016	annual maintenance agreement		\$1,632.78
				2211 - ISF - Information Technology		
82711	01/29/2016	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,228.
	Invoice		Date	Description		Amount
	CIGNA01222016		01/25/2016	January LTD, STD, Life, AD&D Insurance		\$2,228.75
				1000 - General Fund	(\$0.16)	
				1001 - Payroll Payables	\$2,228.91	
82712	01/29/2016	Open			LLOYDS TIRE SERVICE	\$50.
	Invoice		Date	Description		Amount
	298242		01/25/2016	flat repair		\$50.00
82713	01/29/2016	Open			MAR-KEN K-9 TRAINING CENTER	\$480.
	Invoice		Date	Description		Amount
	0012-16		01/19/2016	January K-9 training		\$480.00
82714	01/29/2016	Open			MUNISERVICES LLC	\$1,255.
	Invoice		Date	Description		Amount

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City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Amount	Transaction
	0000040453		01/15/2016	Sales tax / district audit tax - SUTA services 3rd QTR 2015		\$430.41	
	0000040452		01/15/2016	Sales and Use Tax - SUTA Services 3rd QTR 2015		\$825.05	
82715	01/29/2016	Open			NICHOLS CONSULTING ENGINEERS CHTD		\$11,010.00
	Invoice		Date	Description		Amount	
	303055505		12/28/2015	Pavement Management Program-Design Plans 1200 - Capital Improvement Fund		\$11,010.00	
82716	01/29/2016	Open			NORTH BAY FORD		\$418.00
	Invoice		Date	Description		Amount	
	253144		01/19/2016	wire assembly		\$14.37	
	253155		01/19/2016	instrument cluster		\$404.51	
82717	01/29/2016	Open			PALACE OFFICE SUPPLIES		\$216.00
	Invoice		Date	Description		Amount	
	353180-0		01/20/2016	Paper, index, labels		\$164.20	
	353366-0		01/21/2016	paper		\$14.86	
	353477-0		01/21/2016	paper 2210 - ISF - Stores Fund		\$36.96	
82718	01/29/2016	Open			PAPE MACHINERY		\$163.00
	Invoice		Date	Description		Amount	
	9787935		01/26/2016	o-rings JD544H		\$7.79	
	9787909		01/25/2016	valve and o-rings for JD544H		\$155.30	
82719	01/29/2016	Open			Paula Yoshiko Suzuki		\$546.00
	Invoice		Date	Description		Amount	
	Suzuki01252016		01/25/2016	Winter Instructor Payments 2016		\$546.00	
82720	01/29/2016	Open			PITNEY BOWES INC.		\$208.80
	Invoice		Date	Description		Amount	
	624216		01/03/2016	postage meter rental 2210 - ISF - Stores Fund		\$208.80	
82721	01/29/2016	Open			PRAXAIR DISTRIBUTION INC.		\$116.57
	Invoice		Date	Description		Amount	
	54662920		01/20/2016	Industrial acetylene		\$116.57	
82722	01/29/2016	Open			Santa Cruz County Regional Transportation Comm.		\$503.66
	Invoice		Date	Description		Amount	
	0000022		12/11/2015	SCCRTC annual rent for rail line premises		\$503.66	
82723	01/29/2016	Open			SANTA CRUZ MUNICIPAL UTILITIES		\$879.03
	Invoice		Date	Description		Amount	
	SCMU01132016		01/13/2016	Monthly water service for medians		\$879.03	
82724	01/29/2016	Open			SHARON LACY		\$234.00
	Invoice		Date	Description		Amount	
	Lacy01222016		01/22/2016	Winter Instructor Payments 2016		\$234.00	
82725	01/29/2016	Open			STAPLES ADVANTAGE		\$60.00
	Invoice		Date	Description		Amount	

Attachment: 01/29/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transactl Amou
8037502520			01/09/2016	Office supplies		\$60.69

Attachment: 01/29/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transact Amount
82726	01/29/2016	Open			STATE STEEL COMPANY	\$1,977
	Invoice		Date	Description		Amount
	122438		01/21/2016	bars and plates		\$1,977.91
82727	01/29/2016	Open			STEPFORD INC	\$1,317
	Invoice		Date	Description		Amount
	1501985		10/20/2015	Tech Support overage Sept 2015 2211 - ISF - Information Technology		\$1,317.50
82728	01/29/2016	Open			THE WESTGATE HOTEL	\$371
	Invoice		Date	Description		Amount
	6364899		01/22/2016	SLI hotel for Dally POST funded training		\$371.25
82729	01/29/2016	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$50
	Invoice		Date	Description		Amount
	UW01222016		01/25/2016	United Way Contribution PPE 01-16-16 1001 - Payroll Payables		\$50.00
82730	01/29/2016	Open			UPEC LIUNA LOCAL 792	\$1,218
	Invoice		Date	Description		Amount
	UPEC01222016		01/25/2016	UPEC Dues - PPE 01-16-16 1001 - Payroll Payables		\$1,218.00
82731	01/29/2016	Open			US BANK PARS	\$114
	Invoice		Date	Description		Amount
	PARS01222016		01/25/2016	PARS contributions PPE 01-16-16 1001 - Payroll Payables		\$114.11
82732	01/29/2016	Open			WORKSPACE	\$3,615
	Invoice		Date	Description		Amount
	50116		12/04/2015	2 chairs, sit stand desk, monitor arm		\$3,615.29
82733	01/29/2016	Open			Holiday Inn Express Brentwood	\$237
	Invoice		Date	Description		Amount
	HIEB01222016		01/22/2016	FBI UCR training T. Hernandez		\$237.60
82734	01/29/2016	Open			Laurie Ingram	\$500
	Invoice		Date	Description		Amount
	15-168		01/25/2016	15-168 tree removal permit refund		\$500.00
Type Check Totals:						\$93,296

Attachment: 01/29/16 City Check Register (1282 : Approval of City Check Registers)

City Checks Issued 01/29/2016

Check #	Check Date	Status	Invoice Date	Description	Payee Name	Transacti Amo
<u>EFT</u>						
216	01/25/2016	Open			DISCOVERY BENEFITS	\$135
	Invoice		Date	Description		Amount
	603522-IN		12/31/2015	December 2015 COBRA and FSA		\$135.00
217	01/26/2016	Open			CalPERS Member Services Division	\$45,662.
	Invoice		Date	Description		Amount
	PERS01222016		01/26/2016	PERS contributions 1-22-16 pay date		\$45,662.48
				1000 - General Fund	(\$0.19)	
				1001 - Payroll Payables	\$45,662.67	
218	01/26/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$7,595
	Invoice		Date	Description		Amount
	EDD01222016		01/26/2016	State tax deposit PPE 01-16-16		\$7,595.63
				1001 - Payroll Payables		
219	01/26/2016	Open			INTERNAL REVENUE SERVICE	\$29,365.
	Invoice		Date	Description		Amount
	IRS01222016		01/26/2016	Federal tax deposit PPE 01-16-16		\$29,365.98
				1001 - Payroll Payables		
220	01/26/2016	Open			STATE DISBURSEMENT UNIT	\$1,420
	Invoice		Date	Description		Amount
	SDU01222016		01/26/2016	Garnishments PPE 01-16-16		\$1,420.15
				1001 - Payroll Payables		
221	01/27/2016	Open			CalPERS Health Insurance	\$58,079.
	Invoice		Date	Description		Amount
	1942		01/27/2016	February health insurance		\$58,079.15
				1000 - General Fund	\$2,855.41	
				1001 - Payroll Payables	\$55,223.74	
Type EFT Totals:						\$142,258.

Attachment: 01/29/16 City Check Register (1282 : Approval of City Check Registers)

CITY - Main City Totals

	Count:	Total
Checks	50	\$93,296.
EFTs	6	\$142,258.
All	56	\$235,554.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: Community Development

SUBJECT: Appeal of Design Permit and Conditional Use Permit for a Wireless Antenna
Located at 1200 41st Avenue

RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of March 10, 2016, to consider an appeal of Application #15-119.

BACKGROUND/DISCUSSION: On January 21, 2016, the Planning Commission approved the above project on a 5-0 vote. An appeal of the application was received on February 5, 2016 (Attachment 1). In accordance with Municipal Code Section 2.52.030, staff must present an appeal at the next City Council meeting or request the Council to set a future hearing date. Staff requests the City Council set the public hearing for the March 10, 2016 meeting.

ATTACHMENTS:

1. Appeal Letter

Report Prepared By: Susan Sneddon
City Clerk

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

Jamie Goldstein, City Manager

2/18/2016

FEB 04 2016

CITY OF CAPITOLA

To: Members of the Capitola City Council

Re: Appeal of January 21, 2016 planning commission approval of Verizon cell tower site in Begonia Plaza, on top of Subway Sandwich building

February 4, 2016

Dear esteemed public representatives,

I am strongly convinced the planning commission's decision to proceed with construction of the above mentioned cell tower is in error because it is in direct violation of Capitola city wireless facilities ordinance.

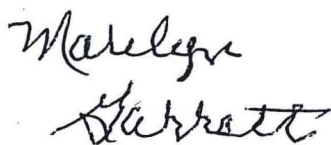
The ordinance clearly states that wireless facilities are not to be placed closer than 500 feet from residential housing. The Begonia Plaza cell tower will be placed within much closer than 500 feet. This ordinance was approved by the council in order to protect its residents.

Another reason why this decision requires further hearings and public input is that surrounding business owners did not receive adequate notification.

Additional reasons will be presented at the appeal hearing.

Thank you for your careful consideration of this matter.

Sincerely,



Marilyn Garrett

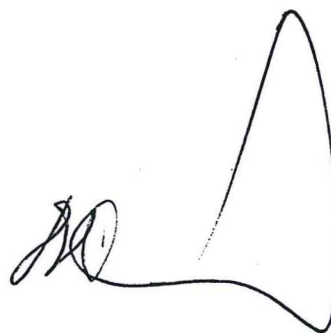
Retired teacher

Pajaro Valley School District

351 Redwood Heights Rd.

Aptos, CA 95003

Tel: 831-684-1401



Marketa Bilkova, L.Ac.

Assistant Professor

Five Branches University

3171 Branciforte Dr.

Santa Cruz, CA 95065

Tel.:831-427-2515

Attachment: Appeal Letter (1380 : Appeal of Application for the installation of a Verizon wireless antenna)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: Community Development

SUBJECT: Appeal of Design Permit and Variance for a Garage Addition to a Single-family Home Located at 4980 Garnet Street

RECOMMENDED ACTION: Direct staff to set a public hearing for the City Council meeting of April 14, 2016, to consider the appeal of Application #15-181.

BACKGROUND/DISCUSSION: On February 4, 2016, the Planning Commission approved the above project on a 5-0 vote. An appeal of the application was received on February 16, 2016 (Attachment 1). In accordance with Municipal Code Section 2.52.030, staff must present an appeal at the next City Council meeting or request the Council to set a future hearing date. As the applicant will be unavailable in March, staff requests the City Council set the public hearing for the April 14, 2016 meeting.

ATTACHMENTS:

1. Appeal Letter

Report Prepared By: Katie Cattan
Senior Planner

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

Jamie Goldstein, City Manager

2/18/2016

2/14/2016

Capitola City Council
420 Capitola Ave.
Capitola, CA 95010

FEB 16 2016
CITY OF CAPITOLA
CITY CLERK

RE: Appeal: Capitola Planning Commission Variance
4980 Garnet Street #15-181 APN:034-043-16

Dear Capitola City Council,

This submittal is an appeal of the Capitola Planning Commissions decision to grant a variance at 4980 Garnet Street for a garage addition to extend the garage six feet into the required 20-foot front yard setback. We have lived at the 4960 garnet Street for over 30-years and feel this variance would negatively affect the neighborhood.

- This variance reflects a 30% encroachment of the front yard setback, which is unprecedented in the 4900 block of Garnet Street. Currently the homes on this block line up visually as a result of the setback ordinance. There are only three properties on this block that do not meet the setback requirements and they are not comparable properties; 1) sub-standard lot with no garage 2) multi-family that has been existing for over 30-years 3) pre-existing single story.
- The approval of this variance is granting special privilege as the current lot and existing structure do support a new garage within the allowable setback without the need of a variance. Extending the first floor into the rear setback will gain the desired six feet of extra depth for the garage and would maintain the uniform and setback currently established in the neighborhood.
- Several of the neighbors within the vicinity are adamantly opposed to the variance as it will detract from the uniformity of the neighborhood and set a precedent within the neighborhood. We all disagree with the Planning Commissions opinion that bringing the garage to closer to the street will only 'slightly' modify the character of the neighborhood.

Attachment: Appeal Letter (1386 : Appeal of Variance and Design Permit at 4980 Garnet Street)

We are not opposed to the enclosure of the carport as long as it does not encroach upon the established setback. The neighborhood can be upgraded without impacting the neighbors or the look and feel of the neighborhood. As with any major remodel there are always trade-offs to be made, limitations to accept, and codes and regulations to adhere to. I'm sure that the property owners were never 100% certain that a variance would be granted, and so other building plans and budgets would have to have been a consideration and a reality.

Thanking you in advance,

Jan and Rick Caldarella
4960 Garnet Street

Len and Kathy Brewster 4940 Garnet St.

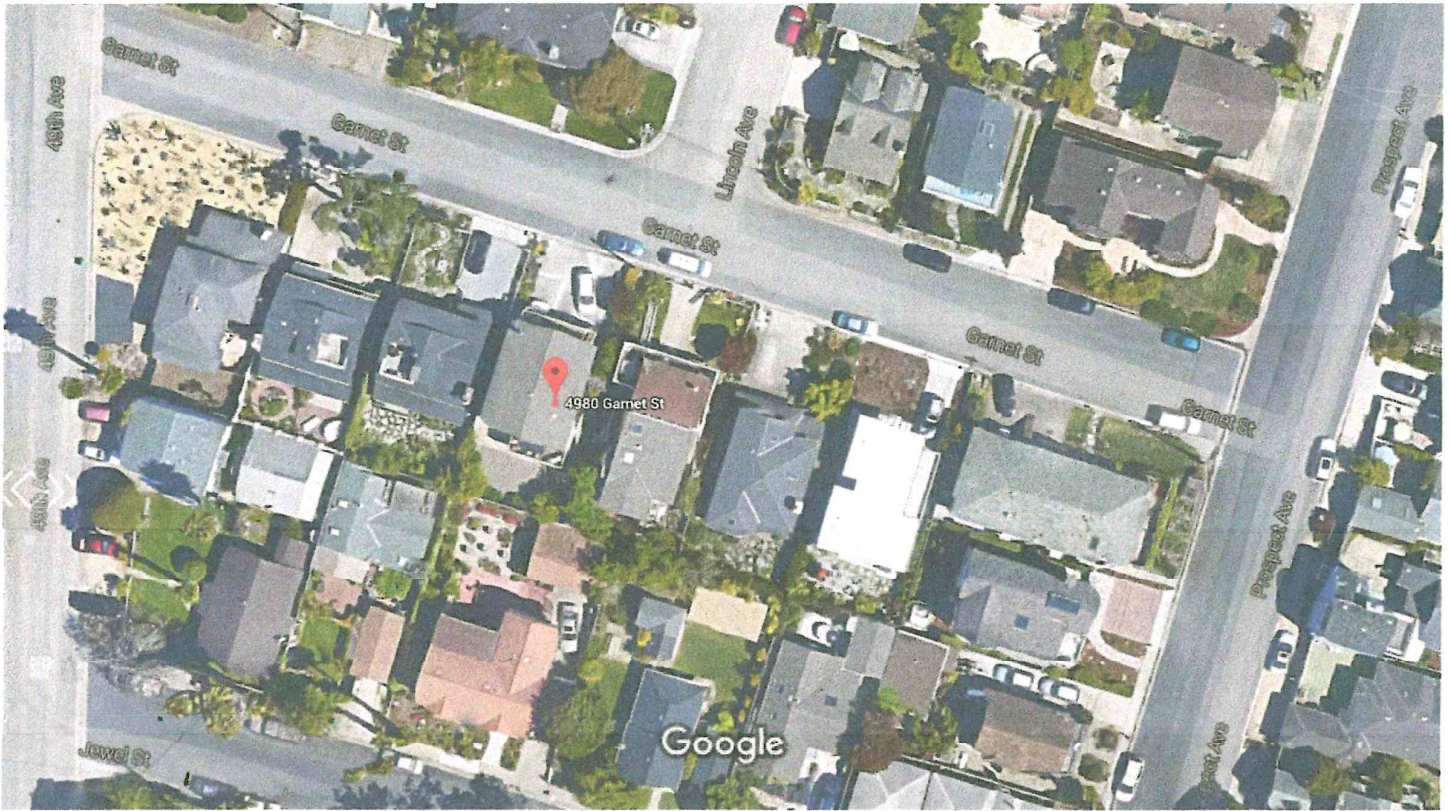
James Salet
Suzanne Dalata 1505 Lincoln Ave

Oliver Sun 1504 Lincoln Ave

Ph [Signature] 5005 Garnet St.

Kit Marten 1515 Lincoln Ave.

Attachment: Appeal Letter (1386 : Appeal of Variance and Design Permit at 4980 Garnet Street)



Imagery ©2016 Google, Map data ©2016 Google 20 ft

CURRENT ALIGNMENT OF HOUSES IN IMPACTED AREA

Attachment: Appeal Letter (1386 : Appeal of Variance and Design Permit at 4980 Garnet Street)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: City Manager Department

SUBJECT: Consider a Resolution Endorsing the Santa Cruz Libraries Tax Revenue Ballot Measure

RECOMMENDED ACTION: Adopt Resolution.

BACKGROUND: In order to continue providing critical services to our community, our local libraries are in serious need of repair. Several local libraries have 50-year-old wiring that is completely inadequate for modern technology. Additionally, many roofs are old, worn out, leaky and need to be replaced before library materials are ruined.

After engaging in a comprehensive facilities master planning process to assess the needs at each of our branches, including the Capitola Branch, the Santa Cruz Public Libraries found that a local source of funding is needed to upgrade, repair and modernize local libraries. On February 11, 2016, the Santa Cruz Libraries Facilities Financing Authority (LFFA) unanimously voted to place a \$67 million bond measure on the June 7, 2016 ballot to address the most urgent needs in our libraries.

DISCUSSION: Attached is a Resolution endorsing the June 7, 2016 ballot measure.

FISCAL IMPACT: If passed, the measure would provide Capitola with \$8 million to build the Capitola Branch Library. Those funds would be matched with \$2.6 million the City has already saved for the new library.

Report Prepared By: Susan Sneddon
City Clerk

Jamie Goldstein, City Manager

2/18/2016

Endorsement of the County Library Ballot Measure
February 25, 2016

DRAFT RESOLUTION NO. _____

**RESOLUTION IN SUPPORT OF THE
LIBRARY FACILITIES REVENUE MEASURE FOR THE SANTA CRUZ PUBLIC LIBRARY
SYSTEM TO APPEAR ON THE JUNE 7, 2016 BALLOT**

WHEREAS, our local libraries are a vital community resource, providing a wide array of services and programs that enrich the lives of our community including young children and families, teens, seniors and people of all ages who rely on our libraries every day, and

WHEREAS, our public libraries are more important than ever in supporting the quality of education in our community, through programs that include pre-school reading readiness, homework help, a safe place to study after school, and access to computers for those who do not have them at home; and

WHEREAS, many local seniors and others with limited incomes count on our libraries' extensive collection of books, electronic media, and online databases, to meet their needs for essential information, entertainment and enrichment; and

WHEREAS, libraries have expanded their reach through partnerships with local organizations, offering community classes, programs and activities that include literacy, small business workshops, veterans services, creative learning clubs, senior programs and more; and

WHEREAS, our libraries offer access to free, up-to-date computer technology, including fast and free wireless access for all; but some of our libraries have electrical systems that predate computers and must be renovated to handle the high-tech needs of today's world; and

WHEREAS, our library facilities themselves are seriously outdated and inadequate, with each branch in need of major repair, remodeling, modernization, expansion or even replacement in order to meet the current and future needs of our community. Old, leaky roofs must be replaced; branches with outdated heating systems, old bathrooms, and antiquated wiring need major renovation; and

WHEREAS, in response to this need, the governing body of the Santa Cruz Public Library System has placed a measure on the June 2016 ballot calling for \$49.50 per parcel per year in order to generate funds for these needed improvements, with provision for an annual audit and independent citizen oversight to ensure that all funds are spent as promised; and

WHEREAS, the continued strength of our local library system and its facilities is vital to the well-being of a vibrant, thriving community that values knowledge, equal opportunity, and access to information, and this measure is consistent with the values and goals of this organization.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Capitola has voted to endorse the Library Facilities Revenue Measure and make its support publicly known.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 25th day of February, 2016, by the following vote:

AYES:

Endorsement of the County Library Ballot Measure
February 25, 2016

NOES:

ABSENT:

ABSTAIN:

Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: Capitola Police Department

SUBJECT: Consider a General Event Permit for a Fireworks Show by the Monte Foundation in the City of Capitola

RECOMMENDED ACTION: Authorize the City Manager to issue a Special Event Permit for the Monte Foundation Fireworks Show for Sunday, October 9, 2016.

BACKGROUND: In 2014, the Monte Foundation (Foundation) approached the City of Capitola to hold a Fireworks Show to benefit our local youth. This was a new General Event for the City that required a review by the City Council. Based on the review process, the City Council authorized the approval of the Special Event application. The Foundation held another fireworks event in 2015 after receiving approval of a Special Event application.

The Foundation has approached the City to re-issue its Special Event Permit for 2016. The proposed day of the week for 2016 will be on Sunday, the same as previous year(s).

DISCUSSION: The Monte Foundation has conducted fireworks displays in Santa Cruz County for over 20 years. In 2014, the Foundation produced a Fireworks Show in the City of Capitola to help raise funds for the development of a Skate Park at the McGregor Property. The Foundation conducted another Fireworks Show in 2015 to help raise funds to re-surface the City's aging tennis courts. The Foundation would like to partner with the City to produce the fireworks show in Capitola on Sunday, October 9, 2016. The fireworks would be released from the wharf as done the previous two years. The show would be free to all attendees. There have been no significant issues associated with the prior events.

Road closures and alternate traffic routes will be similar to the previous events and will mirror the Wharf to Wharf event. All vehicle traffic into the Village will be closed one-half hour prior to the show to prevent cars from stopping in the middle of the road to watch the show and to prevent emergency accesses from being blocked. The Police Department may also consider closing Park Avenue 15 to 20 minutes prior to the show to prevent cars from stopping in the middle of the road to watch the show. All other areas will remain open to vehicle traffic. The Foundation would be responsible for obtaining all the necessary permits from the state and working with the City on an implementation plan and Special Event Permit. The past two years, there has been no significant traffic issues associated with this event.

City staff has held discussions with the Capitola Village and Wharf Business Improvement Area

Fireworks General Event Permit
February 25, 2016

Committee (CVWBIA) regarding this event. Staff has discussed the proposed date with the Wharf Business owners. While they support City activities and community events, as in prior years they have concerns on the proposed day of the week. If the Fireworks Show is initiated from the wharf, it will require a full day closure of their businesses and in the middle of a three day weekend. The fiscal impacts to their businesses are noteworthy as weekend activities during the off season are important.

Last year's event saw an unusual and unexpected shift in the wind at the start of the display. This caused smoke and debris to float into the Jewel Box area causing concern to some residents. There were no reported damages to City staff. Staff discussed these concerns with the Foundation. The Foundation has agreed to monitor the size and impact of the show and the direction of the display to reduce the potential impacts in the future. The Foundation uses volunteers to assist with any cleanup efforts the day after the event.

FISCAL IMPACT: The costs associated with the event will be paid for through the Special Event Permit process by the Monte Foundation. The Foundation will also be responsible for all permit costs with other agencies. Funds raised by the Foundation will be donated to benefit youth or youth activities in the community.

Report Prepared By: Rudy Escalante
Police Chief



Jamie Goldstein, City Manager



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF FEBRUARY 25, 2016

FROM: Capitola Police Department

SUBJECT: Introduction of an Ordinance amending Municipal Code Section 9.30.020 and Amend City Administrative Policy I-34, Section III (B) Regarding Surf School Regulations

RECOMMENDED ACTION: Introduce an Ordinance to amend Municipal Code Section 9.30.020 and amend City Administrative Policy, I-34, Section III (B) to permit five (5) Surf Schools.

BACKGROUND: At its February 11th, 2016 meeting, the Capitola City Council approved and adopted changes to Chapter 9.30.020 of the Capitola Municipal Code (Code) to regulate Surf Schools that operate at specific beaches and surf breaks within the City of Capitola. At that hearing Council directed staff to prepare an Ordinance change to allow a maximum of five Surf School Permits each calendar year. The City Council also directed staff to prepare amendments to the Surf School Administrative Policy I-34 (Policy) to ensure consistency between the Ordinance and the Policy.

DISCUSSION: The Police Department is charged with the issuance of Surf School Permits in accordance with the City's Municipal Cod and the adopted Policy. Applications are received and reviewed. Permits are valid for one calendar year beginning January 1st and expiring on December 31st of the same year they were issued. The time period to submit a completed application for the upcoming permit year starts December 1st and closes at noon on December 31st. Applications are reviewed by the Chief of Police who issues permits based on a competitive assessment of the qualifications of the applicant.

Five applications were submitted for the 2016 calendar year and four applications were awarded consistent with the existing Ordinance. One of the applicants, Capitola Surf and Paddle located at 208 San Jose Avenue, did not receive a Surf School Permit. Upon being notified that they were not being issued a Permit for 2016, Capitola Surf and Paddle filed an appeal in accordance with Code § 2.52. The City Council heard the appeal at their February 11th meeting and directed staff to prepare the necessary Ordinance and Policy amendments to allow five (5) surf schools.

FISCAL IMPACT: None.

ATTACHMENTS:

1. Capitola Surf Break Map (Ordinance Exhibit A) (DOC)
2. Draft Surf Permit Admin Policy (DOCX)

Report Prepared By: Susan Sneddon
City Clerk

Surf School Permit Ordinance Introduction
February 25, 2016



Jamie Goldstein, City Manager

2/18/2016

**DRAFT
ORDINANCE NO. ____**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING SECTION 9.30.020 (B) TO THE CAPITOLA MUNICIPAL CODE PERTAINING TO
REGULATION OF SURF SCHOOLS**

BE IT ORDAINED BY THE CITY OF CAPITOLA AS FOLLOWS:
Section 9.30.020 (B) is hereby amended to the Capitola Municipal Code to read as follows:
"Chapter 9.30"

SURF SCHOOL REGULATIONS

Sections:

9.30.010	Application of Chapter
9.30.020	Surf School Regulations
9.30.030	Surf School Permits and Permit Fees
9.30.040	Indemnification

9.30.010 Application of Chapter.

This chapter shall apply to all surf schools that operate in the City of Capitola to the extent that they use Capitola beaches and surf breaks for which Capitola lifeguards and the Capitola Police Department have health, safety and rescue responsibility. Said beaches and surf breaks include Capitola Main Beach, Hooper's Beach, First Jetty Break, Main Peak Break, Hooper's Break and Toes Over Break, as designated on the map attached (Exhibit 1) to this chapter and incorporated herein. As used in this chapter, the term "surf school" is defined as any person, business or other entity, which, for compensation, teaches individuals how to board surf, body surf, boogie board or kayak surf.

9.30.020 Surf School Regulations.

- A. Student to Instructor Ratio. The maximum student to instructor ratio for surf schools while operating on Capitola beaches and surf breaks shall be 4 students per one (1) instructor.
- B. Maximum Total of Surf School Students/Surf Schools. The total number of surf school students using Capitola beaches and surf breaks during any single period of time shall not exceed 8 students. A maximum of five (5) surf schools will be licensed and permitted within the City of Capitola to conduct surf lessons on Capitola beaches each year.
- C. Surf School Instructor Qualifications. Every surf school instructor who uses Capitola beaches and surf breaks to instruct surf school students shall at a minimum currently have the following certifications and qualifications: Basic First Aid; CPR; Department of Justice (DOJ) Live Scan fingerprint clearance and criminal history check.
- D. Surf School Uniforms. Surf schools which conduct operations on Capitola beaches and surf breaks shall, while conducting said operations, assure that all students and instructors wear uniform shirts or vests identifying their respective surf schools. Said

Surf School Permit Ordinance Introduction
February 25, 2016

shirts or vests shall be sufficiently distinctive in color or design so as to allow Capitola lifeguards and police officers to differentiate between surf schools. The City when issuing surf school permits may designate the color shirt or vest to be employed by a surf school for this purpose. It is recommended the surf schools utilize the same colored jerseys as assigned in the City of Santa Cruz.

- E. Surf School Equipment. Surf schools which conduct operations on Capitola beaches and surf breaks shall, while conducting said operations, use only the following types of equipment: soft foam boards with leashes for beginners; "hard boards" with leashes for intermediate and advanced lessons at instructor's discretion, provided that in any such "hard board" lesson session the student to instructor ratio shall not exceed two students per instructor.
- F. Surf School Insurance. Surf schools shall not be permitted to conduct operations on Capitola beaches and surf breaks unless and until they have provided to the City proof that they currently have in place liability insurance in an amount prescribed by City Council resolution as well as worker's compensation insurance as required by state law. Surf schools shall also have a safety and evacuation plan on file.
- G. Other Applicable Regulations. Surf schools that conduct operations on Capitola beaches and surf breaks shall comply with all other applicable federal, state and local statutes and regulations including but not limited to Capitola Municipal Code Chapter 8.64 pertaining to water sports and equipment, Capitola Municipal Code Chapter 5.04 pertaining to business license taxes and applicable California Labor Code statutes governing employment including statutes governing wages, hours and worker's compensation.

9.30.030 Surf School Permits and Permit Fees.

- A. Permits. No surf school shall conduct operations on Capitola beaches or surf breaks without first obtaining a permit to do so from the Capitola Police Department. The permit shall assure compliance with the surf school regulations set forth in Section 9.30.020 and at a minimum shall specify the following:
 - 1. The maximum number of instructors and students the permitted surf school may have while conducting its operations.
 - 2. The specific locations at which the permitted surf school may conduct its operations.
 - 3. The type and color of uniform shirt or vest to be worn by surf school instructors and students.
 - 4. The types of equipment that may be used by the permitted surf school while conducting its operations on Capitola beaches and surf breaks.
- B. Permit Fees. The Capitola Police Department shall assess permit fees to surf schools, which shall be due and payable in full at the time of permit issuance. The amount of the fee shall be set by City Council resolution and shall correspond to the costs incurred by the City in administering this ordinance, regulating surf schools in accordance with this ordinance and providing public safety services attributable exclusively to the operation of surf schools on City beaches and surf breaks. To this end, to the extent it is necessary for the City to employ lifeguards or other law enforcement personnel that would not otherwise be required but for the conduct of surf school operations on Capitola beaches

Surf School Permit Ordinance Introduction
February 25, 2016

and surf breaks, as part of its permit fee assessment the City may recover from those surf schools on a pro rata basis the costs it incurs employing said lifeguards or law enforcement personnel.

9.30.040 Indemnification.

No surf school shall conduct operations on Capitola beaches and surf breaks without first executing an agreement to indemnify the City against and hold the City harmless from all claims for death, personal injury or property damage caused or allegedly caused by the surf school's operations. The indemnification/hold harmless agreement shall be in a form approved by the City Attorney. Surf school liability insurance procured by surf schools to comply with Section 9.30.020(G) shall name the City as an additional insured.

This Ordinance was introduced on the 25th day of February, 2016, and was passed and adopted by the City Council of the City of Capitola on the ____ day of, ____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

DISQUALIFIED:

APPROVED: _____
Ed Bottorff, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

EXHIBIT A
CAPITOLA SURF BREAK MAP



Attachment: Capitola Surf Break Map (Ordinance Exhibit A) (1384 : Surf School Permit Ordinance Introduction)

ADMINISTRATIVE POLICY

Number: I-34
 Issued: March 12, 2015
 Revised: _____
 Jurisdiction: City Council

SURF SCHOOL PERMITS

PURPOSE

The purpose of this policy is to provide a process for the annual review and issuance of surf school permits that are issued within the City limits of Capitola, implementing Capitola Municipal Code section 9.30. Surf schools that are permitted to conduct operations on Capitola beaches and surf breaks shall comply with all other applicable federal, state and local statutes and regulations including but not limited to Capitola Municipal Code Chapter 8.64 pertaining to water sports and equipment, Capitola Municipal Code Chapter 5.04 pertaining to business license taxes and applicable California Labor Code statutes governing employment including statutes governing wages, hours and worker's compensation.

I. POLICY

No surf school shall conduct operations on Capitola beaches or surf breaks without first obtaining a permit to do so from the Capitola police department. The permit shall assure compliance with the surf school regulations set forth in Section 9.30.020 and other requirements determined necessary to comply with public safety and local, state or federal law.

II. PROCEDURE

A. The Capitola police department shall assess permit fees to surf schools, which shall be due and payable in full at the time of permit issuance. The amount of the fee shall be established in the City's fee schedule and shall correspond to the costs incurred by the city in regulating surf schools in accordance with this policy and providing public safety services attributable exclusively to the operation of surf schools on city beaches and surf breaks.

To the extent it is necessary for the city to employ lifeguards or other public safety personnel that would not otherwise be required but for the conduct of surf school operations on Capitola beaches and surf breaks, as part of its permit fee assessment the city may recover from those surf schools on a pro rata basis the costs it incurs employing said lifeguards or law enforcement personnel.

B. Permit Issuance. Permits are valid for one calendar year beginning on January 1st and expiring on December 31st of the same year they were issued. The time period to submit a completed application for the upcoming permit year starts December 1 and closes at noon on December 31st. Completed and submitted applications will be reviewed by the Chief of Police who will issue no more than ~~five~~four permits based on a competitive assessment of the qualifications of the applicant, the applicant's past history of compliance with applicable regulations, the applicant's history of successfully operating a Surf School, and the City's adopted "Local Vendor Preference" policies. Those permits shall be valid for one year and may be renewed with a completed application during the application period upon a finding by the Police Chief that the permit holder has complied with their permit conditions and applicable law.

The Police Chief's decision regarding the award of a Surf School permit may be appealed by an affected party to the City Manager. The City Manager's decision may be appealed to City Council pursuant to CMC 2.52.

If at any time fewer than ~~five~~^{four} Surf School permits have been issued, the remaining permits will be issued on a first come first served basis to qualified applicants upon submission of a complete application.

E. Permit Term. Surf School permits expire on Dec. 31st of the year issued.

III. **REVOCATION**

The City Manager shall have the right to revoke or suspend Surf School permits for: failure to comply with the terms of a Surf School permit, failure to comply with applicable laws, and/or failure to operate a Surf School. The City Manager's decision to revoke a permit may be appealed to City Council pursuant to CMC 2.52.

This policy is approved and authorized by

Jamie Goldstein
City Manager