

City of Capitola Agenda

Mayor: Stephanie Harlan
Vice Mayor: Michael Termini
Council Members: Jacques Bertrand
Ed Bottorff
Kristen Petersen

Treasurer: Peter Wilk



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, MARCH 23, 2017

7:00 PM

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

**CLOSED SESSION - 5:15 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 Open Session Meeting.

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [Govt. Code § 54956.9(d)(1)]

City of Capitola v. Water Rock Construction, Inc.
Santa Clara Superior Court Case No. 16CV295795

LIABILITY CLAIMS [Govt. Code § 54956.95]

Claimant: Robert Rust
Agency claimed against: City of Capitola

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 Kristen Petersen, Michael Termini, Jacques Bertrand, Ed Bottorff, and Mayor Stephanie Harlan

2. PRESENTATIONS

- A. Proclamation in Honor of the Conflict Resolution Center's 30th Anniversary

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

- A. Item 8.H. Revised Side Letter Between City of Capitola and Mid-Management Employees
- B. Item 9.A. Public Communication regarding the Capitola Library Design
- C. Item 9.C. Public Communication regarding the 835 Bay Avenue Extension

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. 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 March 9, 2017, Regular City Council Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of March 2, 2017
RECOMMENDED ACTION: Receive minutes.
- C. Approval of City Check Register Reports Dated February 3, February 10, February 17 and February 24, 2017
RECOMMENDED ACTION: Approve check registers.
- D. Liability Claim of Robert Rust
RECOMMENDED ACTION: Deny liability claim.
- E. General Fund Cash Transfer
RECOMMENDED ACTION: Approve a transfer between the General Fund and the Gas Tax Fund.
- F. Second Reading of an Ordinance Amending Chapter 9.61 of the Capitola Municipal Code Regarding Marijuana Sales, Processing and Cultivation
RECOMMENDED ACTION: Adopt ordinance.
- G. Approval of Bike Lane Improvements for Highway 1 Interchanges
RECOMMENDED ACTION: Approve the plans, specifications, and estimate for the Highway 1 Interchanges Bike Lane Improvements and authorize the Public Works Department to advertise for construction bids.
- H. Approve Job Description for Public Works Civil Engineer/Project Manager
RECOMMENDED ACTION: Approve the public works civil engineer/project manager job description and add the position to the mid-management unit.
- I. Approval of Beach Captain Salary Adjustment
RECOMMENDED ACTION: Repeal Resolution No. 4068 and approve a new resolution with the recommended salary adjustment to the Beach Lifeguard Captain position.

9. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Approval of Library Schematic Design and Authorization for Staff to Initiate Environmental and Permit Approvals
RECOMMENDED ACTION: Approve the schematic design of the Capitola Branch Library by Noll and Tam Architects and authorize staff to initiate permitting.

- B. Discuss Public Art Funding Budget for New Library
RECOMMENDED ACTION: Give direction on the budget for public art funding for the Capitola Branch Library.

- C. 835 BAY AVE. #17-003 APNs: 035-011-03, 035-381-01
Extension request for a Conditional Use Permit for the temporary display of a model manufactured home and temporary sign for Ideal Homes and extension of temporary storage of vehicles for the Toyota dealership in the CC (Community Commercial) Zoning District. Environmental Determination: Categorical Exemption Property Owner: Redtree Properties Representative: Richard Emigh, filed: 1/9/17
RECOMMENDED ACTION: Approve the requested permit extension for two additional years.

10. 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.

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
March 23, 2017

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 MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Proclamation in Honor of the Conflict Resolution Center's 30th Anniversary

DISCUSSION: Mayor Harlan will present a proclamation honoring the Conflict Resolution Center of Santa Cruz County.

ATTACHMENTS:

1. Conflict Resolution Center Proclamation

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

3/17/2017

City of Capitola Mayor's Proclamation

Honoring the Conflict Resolution Center of Santa Cruz County on Its 30th Anniversary

WHEREAS, both the Board of Governors of the State Bar and the Judicial Council of the State of California recognize the third week of March as "Mediation Week; and

WHEREAS, the Chief Justice and Administrative Director of the Courts in the State of California recognize the benefits and success of court mediation programs; and

WHEREAS, the Conflict Resolution Center of Santa Cruz County (CRC), founded in 1986 to develop affordable, accessible court- and community-based mediation and training programs for the people of Santa Cruz County, will celebrate more than thirty years of service on March 22, 2017; and

WHEREAS, the Conflict Resolution Center engages individuals, families, neighbors, organizations and businesses in collaborative, fair and equitable decision-making processes to address disputes, which have thereby strengthened local relationships; and

WHEREAS, CRC's mediation, training and restorative justice programs have helped thousands of people address every level of disagreement, dispute, and harm, thereby providing effective alternatives to litigation, hostility and violence, all of which are needed now more than ever; and

WHEREAS, CRC's conflict resolution services encourage communication, understanding, and connection, which have contributed to individual and community health, safety and wellbeing; and

WHEREAS, the City of Capitola continues to recommend CRC's services and programs as a resource for its residents;

NOW, THEREFORE, I, Stephanie Harlan, Mayor of Capitola, recognize the Conflict Resolution Center of Santa Cruz County for thirty years of important mediation services bridging divides and building peace in the community.

Stephanie Harlan

Stephanie Harlan, Mayor
Signed and sealed this 22nd day of March, 2017



REVISED
SIDE LETTER
BETWEEN CITY OF CAPITOLA AND
MID-MANAGEMENT EMPLOYEES

WHEREAS, the City of Capitola (City) and Capitola Mid-Management Employees, have met and conferred in good faith regarding salary & benefits; and

WHEREAS, the City and the Union have previously agreed on an MOU with a term beginning on July 1, 2012 and expiring on June 30, 2018; and

WHEREAS, it has become beneficial and necessary for the City and Public Works Department to hire a Civil Engineer/Project Manager position; and

WHEREAS, the City Council approved the Civil Engineer/Project Manager position during the Mid-Year budget meeting on February 23, 2017; and

IT IS HEREBY AGREED AS FOLLOWS;

1. Introductory paragraph of the existing MOU shall be amended to read:

This Memorandum of Understanding (MOU) is made and entered between the City of Capitola (hereinafter referred to as "City") and the Mid-Management employees. Classifications covered by this MOU are: Associate Planner, Housing and Redevelopment Project Manager, Senior Planner, Senior Mechanic Maintenance Superintendent, Field Supervisor, Recreation Supervisor, Building Official, Environmental Projects Manager, Civil Engineer/Project Manager, and Senior Accountant. This MOU shall be in effect for the period beginning on July 1, 2012 and ending on June 30, 2018 and shall be effective upon ratification by the bargaining unit and approval by the Capitola City Council.

2. Section 1 Article 3 shall be amended to read:

3. Overtime

All employees within the Mid-Management unit except for the position of Building Official, Civil Engineer/Project Manager, Environmental Projects Manager, Senior Planner and Senior Accountant which are exempt from FLSA, are hourly employees and can accrue overtime subject to the laws, rules, regulations and any other MOU provisions of the City, state and federal government.

The position of Building Official, Civil Engineer/Project Manager, Environmental Projects Manager, Senior Planner and Senior Accountant are professional positions exempt under FLSA, and therefore not entitled to overtime compensation. An Employee filling exempt positions are entitled to ten days per year of administrative time off. Administrative leave is non-cumulative. It may not be converted to cash. One year's worth of Administrative Leave becomes available on the first day of the calendar year. The exception is persons hired mid-year, in which case administrative leave is prorated for the applicable period. (Reso. #3486)

Communication: Item 8.H. Revised Side Letter Between City of Capitola and Mid-Management Employees (ADDITIONAL MATERIALS)

- 3. Attachment A – Salary Schedule will have the Civil Engineer Position and Salary added

Mid-Management Employees

City of Capitola

Jamie Goldstein, City Manager

Dated: _____

Dated: _____

Communication: Item 8.H. Revised Side Letter Between City of Capitola and Mid-Management Employees (ADDITIONAL MATERIALS)

Attachment A – Salary Schedule

MID-MANAGEMENT SALARY SCHEDULE											
JULY 3, 2016 - JUNE 30, 2017											
	Monthly					Hourly					
	A	B	C	D	E	A	B	C	D	E	
ASSOC PLANNER	5,731.39	6,018.28	6,318.88	6,635.29	6,967.53	33.07	34.72	36.46	38.28	40.20	
BUILDING OFFICIAL	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
ENVIRONMENTAL PROJECTS MANAGER	5,731.39	6,018.28	6,318.88	6,635.29	6,967.53	33.07	34.72	36.46	38.28	40.20	
MAINTENANCE SUPERINTENDENT	5,638.53	5,922.80	6,217.47	6,527.73	6,853.60	32.53	34.17	35.87	37.66	39.54	
FIELD SUPERVISOR	5,253.73	5,515.47	5,792.80	6,082.27	6,383.87	30.31	31.82	33.42	35.09	36.83	
RECREATION SUPERVISOR	5,080.40	5,335.20	5,603.87	5,884.67	6,177.60	29.31	30.78	32.33	33.95	35.64	
SENIOR PLANNER	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
SENIOR ACCOUNTANT	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
SENIOR MECHANIC	4,881.07	5,125.47	5,382.00	5,650.67	5,933.20	28.16	29.57	31.05	32.60	34.23	
<u>CIVIL ENGINEER/PROJECT MANAGER</u>	<u>6,589.94</u>	<u>6,920.07</u>	<u>7,266.02</u>	<u>7,628.85</u>	<u>8,010.66</u>	<u>38.02</u>	<u>39.92</u>	<u>41.92</u>	<u>44.01</u>	<u>46.22</u>	

Fridy, Linda (lfridy@ci.capitola.ca.us)

From: Bob Edgren <agren7@yahoo.com>
Sent: Wednesday, March 22, 2017 10:22 AM
To: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us); City Council; PLANNING COMMISSION
Subject: Library Design

I am going to take an unusual departure from my normal restrained and reserved posture and say what I really feel about the library design. Are you ready?

It's a pregnant Harbortown building.. Its a Costco with windows. It has zero character. Zero imagination, zero charm. Something Frank Loyld Wright scribbled out with a hangover.. The design is a "cookie cutter" that could be a library in Anytown, USA. The Marina library at least has a bit of old Spanish town. There is nothing, nothing that jumps out and says, "Oh wow, this is so frigin' Capitola unique.

Contrary to what was expressed in the 2002 agreement and the 2011 assessment;

- **The Library building should reflect the community’s sense of scale, the “village” scale that is actually reflected in our current library.**
 - A connection with the natural world outside the Library. **We just approved developing a park across the street – this should be factored in to the design.**
 - We want a place that is correctly scaled. It should be a room with comfy chairs, not too large, books on surrounding walls, we don’t need to worry about technology! This should be something outside of what the library incorporates.
 - A nostalgic feeling!
 - The Library also needs to both reflect the community’s values and relate to its environment, connecting physically to the park across the street with improved pedestrian egress and an enhanced children’s playground. Wayfinding and physical access should be exemplary and the building must be sustainably designed. **The scale and design must respect Capitola’s architectural heritage and relate to the site and surrounding landscape.**
 -
 -

There was also the issue raised about flat foofs by Ron Graves...a no no per the 2011 study.

Now when I raised similar sentiments at the public hearing, Susan Westman was quick to comment that "we have never been able to define a "Capitola look.' My answer to that is , look at the historical homes directory of Capitola. I guaranty you won't find anything that near resembles the "new library design." Now when I co designed my 509 Capitola Ave. project with Doug Messini back in 1984, I went around the village and took photos of things to incorporate into the design. He did. I was later

told by Doug that the city liked it so much they were handing out copies of it to contractors and architects telling them, "This is what we are looking for in Capitola."

What happened to all the creativity in Capitola? Why have an arch and site re view committee if boxes are going to be rubber stamped?

In addition, as long as a basic box is going to be designed, there may be a significant savings by going through a firm with that experience.

Bob Edgren
agren7@yahoo.com
831-402-2111

Overview

Communication: Item 9-A. Public Communication regarding the Capitola Library Design (ADDITIONAL MATERIALS)



Overview

By 2008
PAC is an independent global design, architecture, engineering, and
planning firm.

Fridy, Linda (lfridy@ci.capitola.ca.us)

From: GAYLE T ORTIZ <gayle@gocapitola.com>
Sent: Sunday, March 19, 2017 7:24 AM
To: City Council
Subject: Extension of Model Home permit on Bay Ave.

Dear Council,

Please consider not extending the CUP for the model home on Bay Ave. As it states in the application, this is "for the temporary display of a model manufactured home for a manufactured home sales business (Ideal Homes)".

It is my belief that a "display" that is outdoors is a type of advertising which is prohibited by our ordinances. I encourage you not to give special permission for one business to use outdoor advertising of this type. It seems unfair to all other businesses in Capitola, especially those on 41st Ave.

I feel that although the Toyota car storage may not be an attractive thing to have at one of our most important gateways to Capitola it is not so offensive. Thank you for listening.

Gayle Ortiz

Communication: Item 9.C. Public Communication regarding the 835 Bay Avenue Extension (ADDITIONAL MATERIALS)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Consider the March 9, 2017, Regular City Council Minutes

RECOMMENDED ACTION: Approve minutes.

DISCUSSION: Attached for City Council review and approval are the minutes of the regular meeting of March 9, 2017.

ATTACHMENTS:

1. 3-9-17 draft minutes

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

3/17/2017

**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, MARCH 9, 2017**

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

City Treasurer Peter Wilk was present.

2. PRESENTATIONS

A. Red Cross Month Proclamation [120-40]

Mayor Harlan presented a proclamation declaring March as Red Cross Month in Capitola. The local chapter was represented by chair Michael Termini, who noted Santa Cruz County has more deployed volunteers than any other county in the country.

B. Presentation of Check from Capitola Public Safety Foundation to Support Scholarships for Junior Guards [485-10/1050-10]

The Capitola Public Safety Foundation's Lin Banks presented \$2,000 to support scholarships for needy students attending the Junior Guards program through Capitola Recreation. Anthony Gotti accepted on behalf of the program.

3. ADDITIONAL MATERIALS

A. Item 9.A. -- One public communication regarding Grand Avenue Pathway

4. ADDITIONS AND DELETIONS TO AGENDA - None

5. PUBLIC COMMENTS

Greg Tedesco, Hill Street resident, followed up on the recent neighborhood meeting regarding street safety and asked Council to support the bike lane and signage option as it is the least expensive and most easily implemented.

Patrice Keet, Santa Cruz Museum of Discovery, described the program and asked the City to support the nonprofit's efforts.

6. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Bottorff asked to discuss code enforcement for signs in the Village on a future agenda.

Council Member Bertrand recently toured the pump station near Nob Hill and asked the County Sanitation District for long-term solutions to the increasingly unpleasant smell. It plans to increase filtration. He also asked for a General Plan follow-up discussion to unify the vision for mall redevelopment.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 9, 2017

Council Member Termini attended, with Council Member Bertrand, the first meeting of the Homelessness Governance Study Committee. He represented the City and presented proclamations at the Second Harvest Annual Hunger Fighter dinner. He noted that cost estimates for the new library remain consistent and the City is working to allow the Junior Guard program the ability to participate in statewide competition.

Council Member Termini also said the meeting would be held in the memory of former Capitola Police Officer Josh Murray.

Council Member Petersen noted the grand opening of the new museum exhibit is March 25 and the nature exhibit will remain through the year. She said AMBAG (Association of Monterey Bay Governments) members are holding community meetings on the future of the region and one will be held in Watsonville. She will be speaking to New Brighton Middle School to see how youth can become involved with City efforts.

Mayor Harlan Soquel noted the Soquel Union School District will hold an informational meeting on immigration March 27. The Soquel Creek Water District continues to investigate supplemental water sources. She has asked County Zone 5 for a drain maintenance plan. Village businesses are discussing promotion efforts for the off-season.

Treasurer Wilk reported that a review using business analytics to look at City salaries show they are well within reasonable range.

Public Works Director Steve Jesberg met with Topaz Street residents to respond to concerns about the level of traffic. Recent traffic studies support their claim that the street is more heavily traveled. Solutions will need to be found that do not simply move the problem to another street.

7. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS - None

8. CONSENT CALENDAR

MOTION:	APPROVE ITEMS AS RECOMMENDED
RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jacques Bertrand, Council Member
SECONDER:	Michael Termini, Vice Mayor
AYES:	Bottorff, Bertrand, Harlan, Termini, Petersen

- A. Consider the February 23, 2017, Regular City Council Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Establish a Police Officer Trainee Position [600-10]
RECOMMENDED ACTION: Approve the recommended police officer trainee position and the attached side letter with Capitol Police Officers Association.
- C. Consider Letter of Support for SB 158 Regarding Commercial Driver Training [580-40]
RECOMMENDED ACTION: Direct the Mayor to sign a letter of behalf of the City supporting AB 158.

Attachment: 3-9-17 draft minutes (1744 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
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9. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Consider Concepts to Relocate the Grand Avenue Pathway [940-40]

RECOMMENDED ACTION: Direct the Public Works Department to initiate a project to relocate the Grand Avenue Pedestrian Pathway to the northern edge of the road right-of-way in front of 402 and 404 Grand Avenue, mark the right-of-way boundary, and notify adjacent property owners.

Public Works Director Jesberg presented the staff report. Currently the path extends from the remaining portion of Grand Ave to Hollister. He estimates eight feet of cliff face were lost in the subject area. He noted that property owners have used, with City knowledge and approval, a portion of the right-of-way inland of the path. In 2005, Council recommended maintaining the path at eight feet, and when it is no longer possible, to abandon it and not take any private property.

In response to recent failures, the City is not planning any stabilization, just potential relocation of the pathway. The property owner at 402 Grand Avenue has a revocable encroachment permit granted in 2014 with a 45-day notice to remove. The property at 404 does not have a permit in place but the City maintains the right to use its right-of-way. Any work would need a survey and coastal development permit.

Council Member Termini said he would like to know if path is likely to fail further before much work is done, based on a report from a geologist.

Jim Castellanos, 402 Grand Ave., offered a letter from an adjoining neighbor, John Hart. Both owners appreciate the public benefit of the pathway. He asked for an engineering study.

Skip Allen, McCormick Avenue neighbor, attended the recent neighborhood meeting and said there was strong public support to keep the pathway open. It is an outstanding public resource and he encouraged Council to relocate it if safe.

Barbara Fabbro, Depot Hill resident, echoed the broad support for continuing public access and distributed a statement. She asked if Measure F funds could be used.

Council Member Termini suggested the City could revive the Geologic Hazard Abatement District (GHAD), and believed it previously recommended to clad the upper portion of the bluff. He also recommended diverting any Zone 5 drainage.

Council Member Bottorff expressed support for a survey, engineering and estimates, and consulting a geologist. He is concerned about longer term safety.

Council Member Bertrand asked for more information on the GHAD. It predates current staff and will be researched. In response to his question about drainage, Director Jesberg said past improvements include extending the drainage pipes so they don't flow on the upper cliff face. Most visible water is from groundwater seepage.

Council members concurred that they want more professional evaluation before

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committing to relocating the path, but understood the need to let property owners know the possibility was under consideration. They also encouraged staff and the Police Department to follow up on replacing the no collecting fossils sign near the bluff base.

MOTION:	DIRECT STAFF TO MOVE FORWARD WITH A SURVEY, ENGINEERING, AND GEOLOGIC CONSULTING
RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Michael Termini, Vice Mayor
SECONDER:	Ed Bottorff, Council Member
AYES:	Bottorff, Bertrand, Harlan, Termini, Petersen

B. Introduction of an Amendment to the Marijuana Processing and Cultivation Ordinance [485-70]

RECOMMENDED ACTION:

1. Introduce an ordinance amending Chapter 9.61 of the Capitola Municipal Code regarding the cultivation and processing of marijuana; and
2. Provide direction on other options to regulate marijuana-related businesses.

Community Development Director Rich Grunow presented the staff report. The current ordinance is related to medical marijuana use. Following the November 2016 passage of the Adult Use of Marijuana Act, which permits recreational adult use, this ordinance is outdated. Retail sales of marijuana products will require a license from the state. Related regulations are not expected to be released until at least January 2018.

The proposed amended ordinance extends the restrictions on cultivation and processing of medical marijuana to recreational marijuana. The City's current interpretation of the Municipal Code is that if something is not listed as a permitted use, then it is prohibited, but staff requested direction to clarify future uses including dispensaries, wholesale businesses, and retail.

The Council has the option to ban sales until it is ready to review that use at a future date or ask for development of retail regulations. The code does permit testing laboratories. City Manager Jamie Goldstein noted that Capitola is not on the leading edge of this regulation and would prefer to learn best practices from other jurisdictions rather than establish our own. City Attorney Anthony Condotti confirmed that Capitola may prohibit commercial activities.

In response to Council questions, Police Chief Terry McManus noted five different state departments are working on regulations and he would recommend the City benefit from those efforts.

Joey Sabini, who operates a local delivery and "dead drop" service, encouraged more time to share information.

Peter Wilk supported creating City regulations to allow some retail use at this point.

Council Member Termini asked if the City can learn from other states that have

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permitted recreational use. Chief McManus said Colorado and Oregon law enforcement shared statistical data and said they missed an opportunity for regulation. Statistics of concern are a 150 percent increase in traffic fatalities related to marijuana and a 300 percent increase in related juvenile hospitalizations.

Council Member Termini said he would like to craft regulations mirroring alcohol. Mayor Harlan also felt Capitola should address uses now. Council Member Bottorff expressed concerns about the impact of these uses on the community. Council Member Bertrand agreed that he would prefer to wait to learn from other jurisdictions. Council Member Petersen asked if the City could prohibit edibles and oils but allow, for example, plant sales. Staff said it is difficult to describe products and place them in appropriate zoning without knowing what the state will require and how it will define products.

Council Member Termini, seconded by Mayor Harlan, moved to ask staff to come back with commercial regulation. They accepted an alternative motion by Council Member Bottorff, seconded by Council Member Bertrand, to approve the first reading with clarification that commercial uses are prohibited. After discussion and assurances that the City could later allow some uses if desired, the vote on the second motion went forward.

MOTION:	APPROVE FIRST READING AS CLARIFIED TO PROHIBIT COMMERCIAL SALES
RESULT:	FIRST READING APPROVED [UNANIMOUS]
MOVER:	Ed Bottorff, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Bottorff, Bertrand, Harlan, Termini, Petersen

C. Consider a 2017 Joint Meeting Strategy
RECOMMENDED ACTION: Council direction regarding joint meetings with other Capitola commissions and outside jurisdictions.

City Manager Goldstein presented the staff report. He is seeking direction for holding joint meetings with advisory bodies or Soquel Union Elementary School District.

Mayor Harlan strongly supports the idea of joint meetings. A meeting with the Planning Commission could discuss the mall and standards for variances. She would like to build an alliance with the school district.

Council Member Bottorff opposes holding many meetings, but does support a joint meeting on the new library and regarding mall redevelopment with the Planning Commission. He feels the informal meetings with school district and city officials is sufficient. Other Council Members concurred.

City Manager Goldstein suggested the Council could meet jointly with the Library Advisory Committee on March 23 to approve the schematics for the new library.

Attachment: 3-9-17 draft minutes (1744 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 9, 2017

**RESULT: STAFF WILL SCHEDULE JOINT MEETINGS WITH THE LIBRARY
ADVISORY COMMITTEE AND PLANNING COMMISSION.**

10. ADJOURNMENT

The meeting was adjourned at 9:18 p.m.

Stefanie Harlan, Mayor

ATTEST:

Linda Fridy, City Clerk

DRAFT

Attachment: 3-9-17 draft minutes (1744 : Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Community Development

SUBJECT: Receive Planning Commission Action Minutes for the Regular Meeting of March 2, 2017

RECOMMENDED ACTION: Receive minutes.

ATTACHMENTS:

1. 03-02-2017 Planning Commission action minutes

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:



**ACTION MINUTES
CAPITOLA PLANNING COMMISSION MEETING
THURSDAY, MARCH 2, 2017
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. ORAL COMMUNICATIONS

A. Additions and Deletions to Agenda

Item 5.A. was withdrawn by applicant

B. Public Comments

C. Commission Comments

D. Staff Comments

3. APPROVAL OF MINUTES

A. Planning Commission - Regular Meeting - January 19, 2017

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Sam Storey, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Newman, Storey, Smith, Welch, Westman

4. CONSENT CALENDAR

A. 708 Capitola Road #17-011 APN: 036-062-15

Conditional Use Permit for a yoga studio located in the CN (Neighborhood Commercial) zoning district.

This project is in the Coastal Zone but does not require a coastal development permit.

Environmental Determination: Categorical Exemption

Property Owner: Gotti Properties, LLC

Representative: Carrie Burr (filed 01/31/2017)

708 Capitola Road was pulled from consent and heard before Item 5A under Public Hearings

MOTION: Approve Conditional Use Permit

RESULT:	APPROVED [4-1]
MOVER:	Linda Smith, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Newman, Smith, Welch, Westman
NAYS:	Storey

B. 332 Riverview Avenue #16-226 APN: 035-172-33

Design Permit for a 33 square-foot addition to build an interior staircase to access an existing improved third-story roof deck, located in the CV (Central Village) zoning district. This project is in the Coastal Zone and requires a Coastal Development Permit which is appealable to the California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorical Exemption

Property Owner: Robert Mendez

Representative: Dennis Norton, filed: 12/20/16

MOTION: Approve Design Permit

RESULT:	APPROVED [3 TO 0]
MOVER:	Sam Storey, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Storey, Welch, Westman
RECUSED:	Newman, Smith

C. 300 Plum St #16-45 APN:036-352-71.036-352-57, and 036-352-58

Coastal Development Permit for the removal of seven trees located at 300 Plum Street MHE (Mobile Home Exclusive) Zoning District.

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

Environmental Determination: Categorical Exemption

Property Owners: Brookvale Terrace Property Owners Association, Emily & Bruce Clark, Robert & Mary Montonye

Representative: PG&E, filed 1/3/17

MOTION: Approve Coastal Development Permit

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sam Storey, Commissioner
SECONDER:	Linda Smith, Commissioner
AYES:	Newman, Smith, Storey, Welch, Westman

5. PUBLIC HEARINGS**A. 231 Esplanade #17-002 035-211-01**

Sidewalk Sign Permit for Margaritaville Restaurant located at 231 Esplanade in the CV (Central Village) Zoning District.

This project is in the Coastal Zone but is exempt from a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: Steve Yates

Representative: Sarah Orr, filed: 1/26/15

RESULT:	APPLICATION WITHDRAWN
----------------	------------------------------

B. 1475, 1501, 1549, 1601 41st Ave #16-201 034-151-20

Master Sign Program application for the King's Plaza shopping center, located in the CC (Community Commercial) zoning district.

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

Environmental Determination: Categorical Exemption

Property Owner: Ow Family Trusts, filed: 11/2/16

Representative: North West Signs

MOTION: Approve the Master Sign Program

RESULT:	APPROVED AS AMENDED [3 TO 2]
MOVER:	TJ Welch, Commissioner
SECONDER:	Sam Storey, Commissioner
AYES:	Smith, Storey, Welch
NAYS:	Newman, Westman

C. 4025 Brommer Street #16-222 APN: 034-164-08

Design Permit and Conditional Use Permit to develop a new three story mixed-use building with office space on the first floor and residences on the top floors with variance requests to minimum floor height and parking dimension standards, located in the CC (Community Commercial) zoning district.

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

Environmental Determination: Categorical Exemption

Property Owner: Stuart Family Trust

Representative: Lot C Architecture, filed: 12/14/16

MOTION: Approve the Design Permit, Conditional Use Permit and Coastal Development Permit

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Linda Smith, Commissioner
SECONDER:	TJ Welch, Commissioner
AYES:	Newman, Smith, Storey, Welch, Westman

D. Zoning Code Update All Properties within Capitola

Continuation of Comprehensive Update to the City of Capitola Zoning Code (Municipal Code Chapter 17).

The Zoning Code serves as the Implementation Plan of the City's Local Coastal Program and therefore must be certified by the Coastal Commission.

Environmental Determination: Addendum to the General Plan Update EIR

Property: The Zoning Code update affects all properties within the City of Capitola.

Representative: Katie Herlihy, Senior Planner, City of Capitola

MOTION: Continue the Zoning Code Update to the next regular meeting on April 6, 2017

RESULT:	CONTINUED [UNANIMOUS]	Next: 4/6/2017
MOVER:	TJ Welch, Chairperson	
SECONDER:	Sam Storey, Commissioner	
AYES:	Newman, Smith, Storey, Welch, Westman	

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



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Finance Department

SUBJECT: Approval of City Check Register Reports Dated February 3, February 10, February 17 and February 24, 2017

RECOMMENDED ACTION: Approve check registers.

BACKGROUND: Check registers are attached for:

Account: City Main				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
2/03/17	85761	85792	33	\$87,722.19
2/10/17	85793	85885	96	\$699,954.89
2/17/17	85886	85922	38	\$25,422.37
2/24/17	85923	85971	53	\$354,317.17

The City Main check register dated January 27, 2017, ended with check #85760

Account: Library				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
2/10/17	9	9	1	\$2,040.00
2/17/17	10	10	1	\$4,192.25
2/24/17	11	12	2	\$56,932.50

Account: Payroll				
Date	Starting Check #	Ending Check #	Check/EFT Count	Amount
2/03/17	5067	5073	98	\$151,339.13
2/17/17	5074	5079	97	\$149,685.18

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
eft397	CalPERS Member Services	FN	PERS contributions	\$48,737.36
85849	MBASIA	CM	Workers' compensation and liability	\$480,961.00

Approval of City Check Registers
March 23, 2017

			insurance	
85866	Santa Cruz County Bank	FN	Pacific Cove lease payment	\$82,532.87
eft399	IRS	FN	Federal taxes & Medicare	\$27,431.59
85925	American Traffic Solutions	PW	Red light citation remittance	\$24,474.12
85927	Atchison Barisone Condotti & Kovacevich	CM	January legal services	\$27,258.71
85938	Granite Rock Company	PW	Street rehabilitation partial retention release	\$66,953.42
85950	Pacific Gas & Electric	PW	Monthly utilities	\$15,691.49
85957	Santa Cruz County DPW	PW	Hazardous waste collection program	\$21,250.00
85964	Toyota of Santa Cruz	PD	Two 2017 Toyota Tacomas, One 2017 Toyota Highlander	\$101,620.65
85971	UC Regents	PD	2011 Ford Crown Victoria	\$18,000.00
eft405	IRS	FN	Federal taxes & Medicare	\$27,680.83
12	Noll & Tam Architects	PW	Library schematic design	\$54,980.00

ATTACHMENTS:

1. 02-03-17 City Check Register
2. 02-10-17 City Check Register
3. 02-17-17 City Check Register
4. 02-24-17 City Check Register

Report Prepared By: Maura Herlihy
Account Technician

Reviewed and Forwarded by:

Jamie Goldstein, City Manager

3/17/2017

City accounts payable checks dated 02/03/2017, numbered 85761 to 85792, totaling \$38,984.83, plus 1 City accounts payable EFT, totaling \$48,737.36, plus 7 Payroll checks and 91 Payroll EFTs, totaling \$151,339.13 for a grand total of \$239,061.32, have been reviewed and authorized for distribution by the City Manager.

As of 2/3/2017, the unaudited cash balance is \$4,608,942.65.

CASH POSITION - CITY OF CAPITOLA 02/03/17

	<u>Net Balance</u>
General Fund	\$580,263.72
Payroll Payables	\$138,963.89
Contingency Reserve Fund	\$1,898,345.66
Facilities Reserve Fund	\$284,870.00
Capital Improvement Fund	\$856,007.67
Stores Fund	\$18,634.23
Information Technology Fund	\$97,511.71
Equipment Replacement	\$110,294.88
Self-Insurance Liability Fund	\$265,294.84
Worker's Comp. Ins. Fund	\$325,351.79
Compensated Absences Fund	\$33,404.26
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,608,942.65</u>

The Emergency Reserve Fund Balance is \$1,269,705.54 (not included above).
The PERS Contingency Fund Balance is \$300,000.00 (not included in above).



Jamie Goldstein, City Manager

2/3/17

Date



Peter Wilk, City Treasurer

2/7/17

Date

Attachment: 02-03-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/03/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85761	02/03/2017	Open			A TOOL SHED	\$252.00
	Invoice		Date	Description		Amount
	1173371-5		01/23/2017	Skid steer sweeper rental		\$252.00
85762	02/03/2017	Open			ABC SUPPLY CO INC - MBA 742	\$227.00
	Invoice		Date	Description		Amount
	56235139		01/17/2017	Rubbercoat - CPD		\$227.07
85763	02/03/2017	Open			B & B SMALL ENGINE REPAIR	\$506.20
	Invoice		Date	Description		Amount
	364675		01/23/2017	Hedge trimmer grease		\$8.63
	364959		01/27/2017	Chainsaw supplies, sharpening kit		\$146.66
	364976		01/27/2017	Drive tube assembly, grooved ball bearing		\$350.98
85764	02/03/2017	Open			BIG CREEK LUMBER	\$276.40
	Invoice		Date	Description		Amount
	694291		01/19/2017	Wood, hardware		\$276.44
85765	02/03/2017	Open			CASEY PRINTING	\$3,811.90
	Invoice		Date	Description		Amount
	32719011		01/25/2017	Early Spring brochure printing		\$3,811.98
85766	02/03/2017	Open			CHARGEPOINT INC.	\$1,000.00
	Invoice		Date	Description		Amount
	37746		01/26/2017	EV Station maintenance/service 2 years for 2 ports 1310 - Gas Tax Fund		\$1,000.00
85767	02/03/2017	Open			EWING IRRIGATION	\$18.50
	Invoice		Date	Description		Amount
	2732625		01/25/2017	Leaf rake, PVC pipe		\$18.58
85768	02/03/2017	Open			FEDERAL EXPRESS	\$55.70
	Invoice		Date	Description		Amount
	5-681-94041		01/20/2017	Shipping charges		\$55.77
85769	02/03/2017	Open			FIRST ALARM SECURITY & PATROL INC.	\$157.20
	Invoice		Date	Description		Amount
	968952-b		11/15/2016	Recreation quarterly alarm monitoring bal. due invoice #968952		\$157.28
85770	02/03/2017	Open			GEORGE McMENAMIN	\$497.50
	Invoice		Date	Description		Amount
	Riparian7		01/31/2017	January riparian restoration		\$497.50
85771	02/03/2017	Open			HUB INTERNATIONAL	\$100.10
	Invoice		Date	Description		Amount
	HUB013117		01/31/2017	Recreation center event insurance		\$100.18
85772	02/03/2017	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$4,963.20
	Invoice		Date	Description		Amount
	097763118-1216		01/26/2017	Traffic Signal Adaptive Control Systems - Air Board Grant 1310 - Gas Tax Fund		\$4,963.27

Attachment: 02-03-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/03/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amour
85773	02/03/2017 Invoice 26-72501	Open	01/27/2017	Seasonal labor 1/21 - 1/27/17	LABORMAX STAFFING	\$805.67	\$805.6
85774	02/03/2017 Invoice 123575	Open	01/25/2017	Sand slurry	LAS ANIMAS CONCRETE	\$354.36	\$354.3
85775	02/03/2017 Invoice 25910	Open	01/23/2017	600 Park Ave. eucalyptus removal	LEWIS TREE SERVICE INC.	\$2,317.50	\$2,317.5
85776	02/03/2017 Invoice 856723-2	Open	02/01/2017	Library sanitation district charges	SANTA CRUZ COUNTY TAX COLLECTOR	\$364.02	\$364.0
85777	02/03/2017 Invoice 783992-2	Open	02/01/2017	Esplanade sanitation district charges	SANTA CRUZ COUNTY TAX COLLECTOR	\$5,211.86	\$5,211.8
85778	02/03/2017 Invoice 848174-2	Open	02/01/2017	City Hall sanitation district charges	SANTA CRUZ COUNTY TAX COLLECTOR	\$1,468.82	\$1,468.8
85779	02/03/2017 Invoice 862780-2	Open	02/01/2017	Wharf sanitation district charges 1311 - Wharf Fund	SANTA CRUZ COUNTY TAX COLLECTOR	\$3,169.35	\$3,169.3
85780	02/03/2017 Invoice SCMU011217	Open	01/12/2017	Monthly water service for medians	SANTA CRUZ MUNICIPAL UTILITIES	\$73.47	\$73.4
85781	02/03/2017 Invoice Dowell013017	Open	01/30/2017	Winter Instructor Payment 2017	TERRY T. DOWELL	\$438.75	\$438.7
85782	02/03/2017 Invoice 16-198	Open	01/31/2017	Tree deposit refund	Dennis Leong	\$513.00	\$513.0
85783	02/03/2017 Invoice 2002837.002	Open	01/19/2017	Class refund	Pat Rebele	\$10.00	\$10.0
85784	02/03/2017 Invoice Govi013117	Open	01/31/2017	Former scorekeeper uncashed payroll check reissue	Suresh Govindachar	\$221.49	\$221.4

Attachment: 02-03-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/03/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85785	02/03/2017	Open			CHRISTINE CANDELARIA	\$1,314.50
	Invoice		Date	Description		Amount
	5		02/01/2017	BIA website and consulting services 1321 - BIA - Capitola Village-Wharf BIA		\$1,314.50
85786	02/03/2017	Open			FIRST ALARM SECURITY & PATROL INC.	\$310.00
	Invoice		Date	Description		Amount
	524619		01/20/2017	February McGregor park patrol		\$310.00
85787	02/03/2017	Open			JACQUES BERTRAND	\$125.88
	Invoice		Date	Description		Amount
	Bertrand62816		07/01/2016	2016 energy and sustainability summit registration		\$110.00
	Bertrand11817		01/18/2017	Meeting with SUSD trustees - meal reimbursement		\$15.89
85788	02/03/2017	Open			KATHY D'ANGELO	\$53.44
	Invoice		Date	Description		Amount
	000V-01302017		01/30/2017	Upload video to YouTube, 2 16GB sandisks for interview		\$53.44
85789	02/03/2017	Open			LEAGUE OF CALIFORNIA CITIES	\$150.00
	Invoice		Date	Description		Amount
	8155		01/02/2017	2017 membership dues		\$150.00
85790	02/03/2017	Open			PALACE OFFICE SUPPLIES	\$105.47
	Invoice		Date	Description		Amount
	9355194-0		02/01/2017	Banker box for museum		\$19.47
	26893-0		12/27/2016	Keyboard palm support		\$39.14
	408946-0		01/30/2017	Thermal pouch, adhesive seals		\$21.62
	407579-0		01/26/2017	Name plate for Sam Storey		\$12.59
	408405-0		01/27/2017	Name plate for Katie Herlihy		\$12.59
				1000 - General Fund	\$19.47	
				2210 - ISF - Stores Fund	\$85.94	
85791	02/03/2017	Open			PITNEY BOWES	\$4,352.26
	Invoice		Date	Description		Amount
	PB111917		01/19/2017	Postage machine replacement, supplies, parts 2210 - ISF - Stores Fund		\$4,352.26
85792	02/03/2017	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,758.70
	Invoice		Date	Description		Amount
	EIA19973		02/01/2017	February dental and vision insurance		\$5,758.70
				1000 - General Fund	(\$14.50)	
				1001 - Payroll Payables	\$5,773.20	
Type Check Totals:						\$38,984.88
<u>EFT</u>						
397	01/31/2017	Reconciled		01/01/2031	CalPERS Member Services Division	\$48,737.36
	Invoice		Date	Description		Amount
	1000812645		01/31/2017	PERS contributions PPE 12/31/16		\$48,737.36
				1000 - General Fund	(\$0.31)	
				1001 - Payroll Payables	\$48,737.67	
Type EFT Totals:						\$48,737.36

Attachment: 02-03-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/03/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
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	Counts:	Totals:
CITY - Main City Totals		
Checks	32	\$38,984.8
EFTs	1	\$48,737.3
All	33	\$87,722.1
WELLS - Payroll Totals		
Checks	7	\$4,123.7
EFTs	91	\$147,215.3
All	98	\$151,339.1
Grand Totals:		
Checks	39	\$43,108.5
EFTs	92	\$195,952.7
All	131	\$239,061.3

Attachment: 02-03-17 City Check Register (1789 : Approval of City Check Registers)

City accounts payable checks dated 02/10/2017, numbered 85793 to 85885, plus 3 City accounts payable EFTs, totaling \$699,954.89, plus 1 Library account check, totaling \$2,040.00, for a grand total of \$701,994.89, have been reviewed and authorized for distribution by the City Manager.

As of 2/10/2017, the unaudited cash balance is \$4,186,353.44.

CASH POSITION - CITY OF CAPITOLA 02/10/17

	<u>Net Balance</u>
General Fund	\$594,956.03
Payroll Payables	\$95,916.67
Contingency Reserve Fund	\$1,898,345.66
Facilities Reserve Fund	\$284,870.00
Capital Improvement Fund	\$953,007.67
Stores Fund	\$18,564.82
Information Technology Fund	\$87,307.82
Equipment Replacement	\$110,294.88
Self Insurance Liability Fund	\$92,846.84
Worker's Comp. Ins. Fund	\$16,838.79
Compensated Absences Fund	\$33,404.26
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,186,353.44</u>

The Emergency Reserve Fund Balance is \$1,269,705.54 (not included above).

The PERS Contingency Fund Balance is \$300,000.00 (not included in above).



 Jamie Goldstein, City Manager

2/10/17

 Date



 Peter Wilk, City Treasurer

2/14/17

 Date

Attachment: 02-10-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85793	02/10/2017	Open			A TOOL SHED		\$326.00
	Invoice		Date	Description		Amount	
	1175230-5		02/02/2017	Compactor rental		\$200.00	
	1175452-5		02/02/2017	Skid steer sweeper rental		\$126.00	
85794	02/10/2017	Open			ADRIENNE HARRELL		\$982.80
	Invoice		Date	Description		Amount	
	Harrell20117		02/01/2017	Winter Instructor Payment 2017		\$982.80	
85795	02/10/2017	Open			ADT SECURITY SERVICES INC.		\$26.71
	Invoice		Date	Description		Amount	
	ADT012817		01/28/2017	Corp. yard and museum security		\$26.71	
85796	02/10/2017	Open			AIMEE FITZGERALD		\$429.00
	Invoice		Date	Description		Amount	
	Fitzgerald20117		02/01/2017	Winter Instructor Payment 2017		\$429.00	
85797	02/10/2017	Open			ALVAREZ TECHNOLOGY GROUP INC		\$7,100.00
	Invoice		Date	Description		Amount	
	39963		02/01/2017	March IT services 2211 - ISF - Information Technology		\$7,100.00	
85798	02/10/2017	Open			ARACELLY BIBL		\$205.40
	Invoice		Date	Description		Amount	
	Bibl20117		02/01/2017	Winter Instructor Payment 2017		\$205.40	
85799	02/10/2017	Open			AT&T/CALNET 2		\$26.02
	Invoice		Date	Description		Amount	
	0009141270		01/13/2017	Final CalNET2 invoice, long distance charges 2211 - ISF - Information Technology		\$26.02	
85800	02/10/2017	Open			AT&T/CALNET 3		\$1,852.94
	Invoice		Date	Description		Amount	
	000009130197		01/13/2017	Monthly telephone service & T-1 access		\$1,086.34	
	000009130865		01/13/2017	Monthly telephone & T-1		\$766.60	
				1000 - General Fund	\$1,554.91		
				2211 - ISF - Information Tech	\$298.03		
85801	02/10/2017	Open			B & B SMALL ENGINE REPAIR		\$133.22
	Invoice		Date	Description		Amount	
	363734		01/06/2017	Woodcutter bar oil, wrench, round file		\$44.12	
	365547		02/06/2017	Chainsaw chains sharpened		\$89.12	
85802	02/10/2017	Open			BOBBY'S PIT STOP INC.		\$40.75
	Invoice		Date	Description		Amount	
	0351953		01/31/2017	2007 Ford Crown victoria smog inspection		\$40.75	

Attachment: 02-10-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85803	02/10/2017	Open			CALE AMERICA INC.	\$7,000.5
	Invoice		Date	Description		Amount
	143819		01/30/2017	Playstation memory card, bill validator, mainboard		\$1,520.61
	143618		01/31/2017	Monthly playstation fees		\$1,829.00
	143822		01/31/2017	Playstation parts & labor		\$3,650.92
85804	02/10/2017	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,694.7
	Invoice		Date	Description		Amount
	POA020317		02/03/2017	POA & gym dues PPE 01-28-17 1001 - Payroll Payables		\$1,694.75
85805	02/10/2017	Open			CAROLYN FLYNN	\$3,000.0
	Invoice		Date	Description		Amount
	CBF-01-2017		02/06/2017	January affordable housing program management 1000 - General Fund 5552 - Cap Hsg Succ- Program		\$3,000.00
					\$1,320.00	
					\$1,680.00	
85806	02/10/2017	Open			CHARMAINE MONIZ	\$85.8
	Invoice		Date	Description		Amount
	Moniz020117		02/01/2017	Winter Instructor Payment 2017		\$85.80
85807	02/10/2017	Open			CHERYL PETERSON	\$227.5
	Invoice		Date	Description		Amount
	Peterson020117		02/01/2017	Winter Instructor Payment 2017		\$227.50
85808	02/10/2017	Open			CHIEF SUPPLY	\$350.4
	Invoice		Date	Description		Amount
	406899		01/28/2017	Flares		\$350.43
85809	02/10/2017	Open			CHUCK DICKS	\$247.0
	Invoice		Date	Description		Amount
	Dicks020117		02/01/2017	Winter Instructor Payment 2017		\$247.00
85810	02/10/2017	Open			CLEAN BUILDING MAINTENANCE CO.	\$3,719.1
	Invoice		Date	Description		Amount
	17375		01/31/2017	January janitorial services 1000 - General Fund 1311 - Wharf Fund		\$3,719.13
					\$3,453.63	
					\$265.50	
85811	02/10/2017	Open			COASTAL WATERSHED COUNCIL	\$2,294.5
	Invoice		Date	Description		Amount
	1551		02/07/2017	January first flush		\$1,186.00
	5150		02/07/2017	January Urban Watch		\$1,108.50
85812	02/10/2017	Open			COMPLETE MAILING SERVICE INC.	\$1,158.5
	Invoice		Date	Description		Amount
	1575		01/30/2017	Early spring recreation brochure		\$1,158.55
85813	02/10/2017	Open			COORDINATED WIRE ROPE OF NO. CA INC.	\$363.5
	Invoice		Date	Description		Amount
	17010101		01/23/2017	Chains		\$363.50

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City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85814	02/10/2017	Open			CRESTOR INC.		\$516.00
	Invoice		Date	Description		Amount	
	R217089		02/01/2017	Memorial plaques		\$516.78	
85815	02/10/2017	Open			CRYSTAL SPRINGS WATER CO.		\$207.00
	Invoice		Date	Description		Amount	
	013117		01/31/2017	January Drinking Water		\$207.25	
85816	02/10/2017	Open			D & G SANITATION		\$306.00
	Invoice		Date	Description		Amount	
	237753		01/31/2017	Esplanade park fencing		\$54.25	
	237754		01/31/2017	McGregor park portable toilets		\$252.23	
85817	02/10/2017	Open			DAVID SCOTT COBABE		\$1,481.00
	Invoice		Date	Description		Amount	
	Cobabe020117		02/01/2017	Winter Instructor Payment 2017		\$1,481.20	
85818	02/10/2017	Open			DAWN MAC LAUGHLIN		\$1,043.00
	Invoice		Date	Description		Amount	
	MacLaughlin20117		02/01/2017	Winter Instructor Payment 2017		\$1,043.25	
85819	02/10/2017	Open			DEBORAH ELIZABETH ROCHA		\$650.00
	Invoice		Date	Description		Amount	
	ROCHA020717		02/07/2017	Winter Instructor Payment 2017		\$650.00	
85820	02/10/2017	Open			ED MORRISON		\$2,345.00
	Invoice		Date	Description		Amount	
	JAN2017		02/06/2017	January public works inspections		\$2,345.00	
85821	02/10/2017	Open			EDITH LENI		\$1,352.00
	Invoice		Date	Description		Amount	
	Leni020117		02/01/2017	Winter Instructor Payment 2017		\$1,352.00	
85822	02/10/2017	Open			FASTENAL COMPANY		\$59.00
	Invoice		Date	Description		Amount	
	CASAT41009		01/31/2017	Hex nuts		\$31.29	
	CASAT40966		01/27/2017	Cotter pins, safety glass		\$28.03	
85823	02/10/2017	Open			FERESHTEH FATEMI		\$260.00
	Invoice		Date	Description		Amount	
	Fatemi020117		02/01/2017	Winter Instructor Payment 2017		\$260.00	
85824	02/10/2017	Open			FLYERS ENERGY LLC		\$2,415.00
	Invoice		Date	Description		Amount	
	17-403452		01/26/2017	31 gallons diesel		\$92.63	
	17-403451		01/26/2017	205 gallons ethanol		\$595.29	
	17-407836		02/03/2017	425 gallons ethanol		\$1,226.07	
	17-407837		02/03/2017	180 gallons diesel		\$501.80	

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Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transacti Amot
85825	02/10/2017	Open			FRANCHISE TAX BOARD	\$999.
	Invoice		Date	Description		Amount
	PPE012817		02/03/2017	Earnings withholding order for taxes 1001 - Payroll Payables		\$999.98
85826	02/10/2017	Open			GARDAWORLD	\$175.
	Invoice		Date	Description		Amount
	10278160		02/01/2017	Armored transportation service		\$175.07
85827	02/10/2017	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$603.
	Invoice		Date	Description		Amount
	636004		01/27/2017	Sweeper parts		\$507.74
	636063		01/31/2017	Sweeper shaft part 1310 - Gas Tax Fund		\$95.31
85828	02/10/2017	Open			GRANITE ROCK COMPANY	\$1,102.
	Invoice		Date	Description		Amount
	1009868		01/28/2017	Granitepatch 1310 - Gas Tax Fund		\$1,102.53
85829	02/10/2017	Open			HANYA FOJACO	\$1,726.
	Invoice		Date	Description		Amount
	Fojaco020117		02/01/2017	Winter Instructor Payment 2017		\$1,726.40
85830	02/10/2017	Open			HELENA FOX	\$736.
	Invoice		Date	Description		Amount
	Fox020117		02/01/2017	Winter Instructor Payment 2017		\$736.45
85831	02/10/2017	Open			HO KUK MU SUL CORPORATION	\$203.
	Invoice		Date	Description		Amount
	HOKUKMUSUL2117		02/01/2017	Winter Instructor Payment 2017		\$203.45
85832	02/10/2017	Open			HOME DEPOT CREDIT SERVICES	\$685.
	Invoice		Date	Description		Amount
	6023010		01/17/2017	Broom, brushes, batteries		\$62.73
	5566122		01/18/2017	Metal piping		\$37.48
	4566238		01/19/2017	Cleaning supplies		\$5.88
	4585264		01/19/2017	Machine screws		\$1.27
	4023275		01/19/2017	Bit driver		\$19.92
	9566832		01/24/2017	TV cable and supplies		\$44.99
	9210390		01/24/2017	Sidewalk cutting equipment		\$322.36
	9012500		01/24/2017	Concrete blade		\$53.97
	6024308		01/27/2017	Plumbing supplies		\$13.14
	7042148		01/26/2017	Storage box		\$53.84
	9574039		02/03/2017	Punch set, chisel kit		\$44.22
	4041823		01/19/2017	Graffiti removal supplies		\$17.19
	6573121		01/27/2017	Light		\$8.61

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City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85833	02/10/2017	Open			ICMA RETIREMENT TRUST 457		\$4,895.00
	Invoice		Date	Description		Amount	
	41330879		02/03/2017	457 contributions PPE 01-28-17 1001 - Payroll Payables		\$4,895.21	
85834	02/10/2017	Open			JEANI MITCHELL		\$596.00
	Invoice		Date	Description		Amount	
	Mitchell020117		02/01/2017	Winter Instructor Payment 2017		\$596.70	
85835	02/10/2017	Open			JOHANNA WEINSTEIN		\$448.00
	Invoice		Date	Description		Amount	
	Weinstein020117		02/01/2017	Winter Instructor Payment 2017		\$448.50	
85836	02/10/2017	Open			KATHY D'ANGELO		\$450.00
	Invoice		Date	Description		Amount	
	000V-11232016		01/25/2017	Shoot & edit Ron Graves interview		\$350.00	
	000V-01312017		02/06/2017	Upload videos to YouTube (5)		\$100.00	
85837	02/10/2017	Open			KBA Docusys Inc.		\$958.00
	Invoice		Date	Description		Amount	
	INV511634		02/01/2017	City Hall copier usage charges		\$723.15	
	INV511633		02/01/2017	Recreation and City Hall copier usage charges		\$198.63	
	INV511635		02/01/2017	Recreation copier usage charges		\$36.42	
				1000 - General Fund	\$51.42		
				2211 - ISF - Information Tech	\$906.78		
85838	02/10/2017	Open			KEYSTONE RIDGE DESIGNS INC.		\$5,040.00
	Invoice		Date	Description		Amount	
	034254-00		01/31/2017	Six 32 gal litter receptacles		\$5,040.00	
85839	02/10/2017	Open			KINGS PAINT AND PAPER INC.		\$135.00
	Invoice		Date	Description		Amount	
	A0247313		02/06/2017	Graffiti paint		\$135.10	
85840	02/10/2017	Open			LABORMAX STAFFING		\$1,011.00
	Invoice		Date	Description		Amount	
	26-72782		02/03/2017	Seasonal labor		\$1,011.63	
85841	02/10/2017	Open			LLOYDS TIRE SERVICE		\$33.00
	Invoice		Date	Description		Amount	
	305328		02/03/2017	Tire mounting, balance and disposal		\$33.53	
85842	02/10/2017	Open			LORRAINE KINNAMON		\$263.00
	Invoice		Date	Description		Amount	
	Kinnamon020117		02/01/2017	Winter Instructor Payment 2017		\$263.25	
85843	02/10/2017	Open			LORRIE WILSON		\$83.00
	Invoice		Date	Description		Amount	
	012717		01/27/2017	New PD officer swearing in supplies reimbursement		\$83.47	

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City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85844	02/10/2017	Open			MASTER CAR WASH		\$20.00
	Invoice		Date	Description		Amount	
	020117		02/01/2017	December & January car washes		\$20.99	
85845	02/10/2017	Open			MBS BUSINESS SYSTEMS		\$270.00
	Invoice		Date	Description		Amount	
	295816		01/31/2017	PD copier charges		\$270.24	
85846	02/10/2017	Open			MICHELE FAIA		\$728.00
	Invoice		Date	Description		Amount	
	Faia020117		02/01/2017	Winter Instructor Payment 2017		\$728.00	
85847	02/10/2017	Open			MID COUNTY AUTO SUPPLY		\$603.00
	Invoice		Date	Description		Amount	
	22825		01/19/2017	Serpentine belt, return v-belt		\$5.93	
	22824		01/19/2017	Serpentine belt, idler pulley		\$49.67	
	24124		01/31/2017	Chevy Tahoe battery, tools		\$108.98	
	23449		01/25/2017	Brake fluid		\$12.97	
	24330		02/01/2017	Fittings		\$3.91	
	24430		02/02/2017	Air filters		\$41.60	
	24481		02/02/2017	20 ton jack stands		\$265.28	
	25084		02/09/2017	Hex nuts		\$2.54	
	25083		02/08/2017	Antifreeze		\$112.41	
85848	02/10/2017	Open			MISSION LINEN SUPPLY		\$531.00
	Invoice		Date	Description		Amount	
	504141362		01/18/2017	Linen service, mats, towels		\$101.59	
	504141361		01/18/2017	Linen service, shop towels		\$33.65	
	504186792		01/25/2017	Linen service		\$77.54	
	504213318		01/30/2017	Recreation center mats and mops		\$67.73	
	504167327		01/23/2017	Police dept. mat service		\$48.18	
	504186791		01/25/2017	Linen service		\$33.65	
	504232774		02/01/2017	Linen service		\$33.65	
	504232775		02/01/2017	Linen service, mats, towels		\$101.59	
	504058848		01/04/2017	Linen service, shop towels		\$33.65	
85849	02/10/2017	Open			MONTEREY BAY AREA SELF INSURANCE AUTHORITY		\$480,961.00
	Invoice		Date	Description		Amount	
	170101-1		01/13/2017	Workers' compensation and liability insurance		\$480,961.00	
				2213 - ISF - Self-Insurance Liability	\$172,448.00		
				2214 - ISF - Workers Comp	\$308,513.00		
85850	02/10/2017	Open			NORTH BAY FORD		\$53.00
	Invoice		Date	Description		Amount	
	259420		01/25/2017	Resistor assembly		\$53.06	
85851	02/10/2017	Open			O'REILLY AUTO PARTS		\$84.00
	Invoice		Date	Description		Amount	
	2763-263177		01/26/2017	Diesel exhaust fluid		\$16.26	
	2763-263069		01/25/2017	Oil and fuel filters		\$67.89	

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Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85852	02/10/2017	Open			OLIVE SPRINGS QUARRY INC.	\$79.1
	Invoice		Date	Description		Amount
	107409		01/30/2017	Fines - Riverview path <i>7 rock fines</i> <i>gravel</i>		\$79.82
85853	02/10/2017	Open			ORCHARD SUPPLY HARDWARE	\$811.1
	Invoice		Date	Description		Amount
	043162		01/12/2017	Headlamp and gloves		\$43.27
	037888		01/12/2017	Extension bar and universal joint		\$15.44
	028662		01/12/2017	Teflon tape		\$1.54
	038087		01/13/2017	Headlamp		\$51.53
	038383		01/14/2017	Sawzall blade		\$20.60
	039269		01/17/2017	Flume hardware		\$29.88
	055393		01/20/2017	Lube, drill bit, wedge anchor		\$46.35
	055671		01/23/2017	Flashlight		\$15.45
	055088		01/18/2017	Cleaning supplies		\$10.26
	021422		01/24/2017	Broom, shovel, buckets		\$31.65
	045177		01/24/2017	Plumbing supplies		\$6.18
	030826		01/24/2017	Rakes		\$29.87
	021857		01/26/2017	Batteries		\$11.49
	032760		02/01/2017	hex bolts		\$3.60
	028059		01/10/2017	Leaf rake		\$12.36
	039265		01/17/2017	Paint and sandpaper		\$19.54
	055087		01/18/2017	Washers and staples		\$11.84
	055245		01/19/2017	Shovels		\$20.59
	031274		01/26/2017	Gloves and concrete		\$28.80
	156475		01/26/2017	Sledge hammer and concrete		\$70.37
	056248		01/27/2017	Hose clamps and headlamp		\$39.53
	156755		01/31/2017	Hose and earmuff		\$65.96
	061621		01/31/2017	Paint and glue		\$5.65
	046974		02/02/2017	Lawn rake, spray bottles, mender zinc		\$26.77
	023268		02/02/2017	Sandpaper, air freshner, hand sander		\$24.67
	047161		02/03/2017	Impact drill bits		\$79.34
	023821		02/04/2017	Signs		\$12.10
	033505		02/05/2017	Rust stopper		\$12.35
	047739		02/06/2017	Graffiti removal supplies		\$57.99
	047220		02/03/2017	Key hook		\$6.17
85854	02/10/2017	Open			OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	\$134.1
	Invoice		Date	Description		Amount
	19919		02/02/2017	Ford alternator and parts		\$134.36
85855	02/10/2017	Open			PALACE OFFICE SUPPLIES	\$103.1
	Invoice		Date	Description		Amount
	409309-0		02/01/2017	Office supplies		\$34.04
	409051-0		01/31/2017	Envelopes		\$33.61
	410062-0		02/06/2017	Paper		\$16.64
	410108-0		02/06/2017	Pens		\$19.16
				1000 - General Fund	\$34.04	
				2210 - ISF - Stores Fund	\$69.41	

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Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85856	02/10/2017	Open			PAT EVANS		\$247.00
	Invoice		Date	Description		Amount	
	Evans020117		02/01/2017	Winter Instructor Payment 2017		\$247.00	
85857	02/10/2017	Open			PAULA BLISS		\$319.80
	Invoice		Date	Description		Amount	
	Bliss020117		02/01/2017	Winter Instructor Payment 2017		\$319.80	
85858	02/10/2017	Open			PHILLIPS PET FOOD & SUPPLIES		\$411.92
	Invoice		Date	Description		Amount	
	30107428		01/24/2017	Dog food and supplies		\$411.92	
85859	02/10/2017	Open			PRAXAIR DISTRIBUTION INC.		\$94.94
	Invoice		Date	Description		Amount	
	75909808		01/23/2017	Acetylene cylinder rental		\$94.94	
85860	02/10/2017	Open			R & S ERECTION OF MONTEREY BAY		\$225.75
	Invoice		Date	Description		Amount	
	COMM3305		01/27/2017	Door repair		\$225.75	
85861	02/10/2017	Open			SAFETYBELTSAFE USA		\$135.00
	Invoice		Date	Description		Amount	
	020717		02/01/2017	2017 membership for Hernandez		\$135.00	
85862	02/10/2017	Open			SAN LORENZO LUMBER		\$19.92
	Invoice		Date	Description		Amount	
	55-0238181		01/19/2017	Router bit		\$19.92	
85863	02/10/2017	Open			SANDY MARRUJO		\$600.60
	Invoice		Date	Description		Amount	
	Marrujo020117		02/01/2017	Winter Instructor Payment 2017		\$600.60	
85864	02/10/2017	Open			SANTA CRUZ COUNTY ANIMAL SHELTER		\$128.00
	Invoice		Date	Description		Amount	
	4159		02/03/2017	Quarterly animal services		\$128.00	
85865	02/10/2017	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER		\$6,708.50
	Invoice		Date	Description		Amount	
	SCCACJAN2017		01/31/2017	January citation processing		\$6,708.50	
85866	02/10/2017	Open			SANTA CRUZ COUNTY BANK		\$82,532.87
	Invoice		Date	Description		Amount	
	pymnt#11		01/27/2017	Pacific Cove financing lease payment 1420 - Pac Cove Lease Financing		\$82,532.87	
85867	02/10/2017	Open			SANTA CRUZ COUNTY INFORMATION SERVICES		\$2,781.99
	Invoice		Date	Description		Amount	
	SCCISD012417		01/24/2017	Radio shop quarterly charges		\$2,259.27	
	SCCISD013117		01/31/2017	February open query scan		\$521.99	

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City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85868	02/10/2017	Open			SANTA CRUZ SAW AND TOOL		\$40.00
	Invoice		Date	Description		Amount	
	013043		01/26/2017	Sweeper broom shaft repair		\$40.00	
85869	02/10/2017	Open			SANTA CRUZ SENTINEL		\$670.44
	Invoice		Date	Description		Amount	
	0001028388		01/31/2017	January public hearing & legal notices		\$670.44	
				1000 - General Fund	\$492.26		
				1310 - Gas Tax Fund	\$178.18		
85870	02/10/2017	Open			SESE EGAN GEDDES		\$114.40
	Invoice		Date	Description		Amount	
	Geddes020117		02/01/2017	Winter Instructor Payment 2017		\$114.40	
85871	02/10/2017	Open			SHERRI BETZ		\$5,768.96
	Invoice		Date	Description		Amount	
	Betz020117		02/01/2017	Winter Instructor Payment 2017		\$5,768.96	
85872	02/10/2017	Open			SOQUEL CREEK WATER DISTRICT		\$3,226.73
	Invoice		Date	Description		Amount	
	SCWD011917		01/19/2017	Monthly water usage and irrigation fees		\$1,044.61	
	SCWD012717		01/27/2017	Monthly water usage and irrigation fees		\$2,182.11	
				1000 - General Fund	\$2,827.73		
				1311 - Wharf Fund	\$398.99		
85873	02/10/2017	Open			SOQUEL HEARING AID CENTER		\$125.05
	Invoice		Date	Description		Amount	
	020317		02/03/2017	Police radio adapter		\$125.05	
85874	02/10/2017	Open			SPECTRUM BUSINESS		\$3,650.58
	Invoice		Date	Description		Amount	
	SB011917		01/19/2017	Monthly internet service		\$3,650.58	
				1000 - General Fund	\$1,488.52		
				2211 - ISF - Information Tech	\$2,162.06		
85875	02/10/2017	Open			SPORT ABOUT GRAPHICS		\$606.58
	Invoice		Date	Description		Amount	
	7473		01/24/2017	Public works uniform shirts		\$606.58	
85876	02/10/2017	Open			SUELLEN MCCUTCHEN		\$143.00
	Invoice		Date	Description		Amount	
	McCutchen020117		02/01/2017	Winter Instructor Payment 2017		\$143.00	
85877	02/10/2017	Open			SUMMIT UNIFORMS		\$900.49
	Invoice		Date	Description		Amount	
	38427		01/06/2017	Explorer uniform		\$166.39	
	38576		01/14/2017	Uniform for Currier		\$496.99	
	38863		01/30/2017	Uniform for Yeung		\$237.08	

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City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transacti Amou
85878	02/10/2017	Open			T MOBILE	\$4,588.
	Invoice		Date	Description		Amount
	TM011317		01/13/2017	Monthly cell phone usage		\$4,588.02
85879	02/10/2017	Open			TRENISE POT	\$2,728.
	Invoice		Date	Description		Amount
	Pot020117		02/01/2017	Winter Instructor Payment 2017		\$2,728.70
85880	02/10/2017	Open			UNITED PARCEL SERVICE	\$18.
	Invoice		Date	Description		Amount
	0000954791047		01/28/2017	Shipping		\$18.80
85881	02/10/2017	Open			US BANK PARS	\$252.
	Invoice		Date	Description		Amount
	PARS020317		02/03/2017	PARS contributions PPE 01-28-17 1001 - Payroll Payables		\$252.42
85882	02/10/2017	Open			WE ALL RIDE SANTA CRUZ	\$142.
	Invoice		Date	Description		Amount
	4149561		01/18/2017	Service to 2014 Honda LIC 3003645		\$142.37
85883	02/10/2017	Open			YOSHIE MORRISSEY	\$227.
	Invoice		Date	Description		Amount
	Morrissey020117		02/01/2017	Winter Instructor Payment 2017		\$227.50
85884	02/10/2017	Open			David Burgess	\$10.
	Invoice		Date	Description		Amount
	Burgess012717		01/27/2017	Citation refund #166127884		\$10.00
85885	02/10/2017	Open			Portola Hotel & Spa	\$900.
	Invoice		Date	Description		Amount
	CAPI032117		01/19/2017	Team building event meeting space deposit		\$900.00
Type Check Totals:						\$664,750.
EFT						
398	02/07/2017	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,655.
	Invoice		Date	Description		Amount
	0-732-923-264		02/07/2017	State tax deposit PPE 01-28-17 1001 - Payroll Payables		\$6,655.43
399	02/07/2017	Open			INTERNAL REVENUE SERVICE	\$27,431.
	Invoice		Date	Description		Amount
	35059543		02/07/2017	Federal taxes & Medicare deposit PPE 01-28-17 1001 - Payroll Payables		\$27,431.59
400	02/04/2017	Open			STATE DISBURSEMENT UNIT	\$1,117.
	Invoice		Date	Description		Amount
	3YFCOQA6658		02/04/2017	Garnishments PPE 01-28-17 1001 - Payroll Payables		\$1,117.84
Type EFT Totals:						\$35,204.

Attachment: 02-10-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/10/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transactio Amount
Library - Library						
<u>Check</u>						
9	02/10/2017	Open			BOGARD CONSTRUCTION INC	\$2,040.00
	Invoice		Date	Description		Amount
	160707-05		01/31/2017	Library start-up services 1360 - Library Fund		\$2,040.00
Type Check Totals:						\$2,040.00

	Counts:	Total
CITY - Main City Totals		
Checks	93	\$664,750.00
EFTs	3	\$35,204.00
All	96	\$699,954.00
Library - Library Totals		
Checks	1	\$2,040.00
EFTs	0	\$0.00
All	1	\$2,040.00
Grand Totals:		
Checks	94	\$666,790.00
EFTs	3	\$35,204.00
All	97	\$701,994.00

Attachment: 02-10-17 City Check Register (1789 : Approval of City Check Registers)


City accounts payable checks dated 2/17/2017, numbered 85886 to 85922 and one EFT, totaling \$25,422.37, plus 1 Library account check for \$4,192.25, and 6 Payroll account checks and 91 Payroll account EFTs, totaling \$149,685.18, for a grand total of \$179,299.80, have been reviewed and authorized for distribution by the City Manager.

As of 2/17/2017, the unaudited cash balance is \$4,891,838.96.

CASH POSITION - CITY OF CAPITOLA 02/17/17

	<u>Net Balance</u>
General Fund	\$1,178,616.03
Payroll Payables	\$220,859.08
Contingency Reserve Fund	\$1,898,345.66
Facilities Reserve Fund	\$284,870.00
Capital Improvement Fund	\$953,007.67
Stores Fund	\$18,302.12
Information Technology Fund	\$84,453.63
Equipment Replacement	\$110,294.88
Self-Insurance Liability Fund	\$92,846.84
Worker's Comp. Ins. Fund	\$16,838.79
Compensated Absences Fund	\$33,404.26
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$4,891,838.96</u></u>

The Emergency Reserve Fund Balance is \$1,269,705.54 (not included above).
The PERS Contingency Fund Balance is \$300,000.00 (not included in above).



Jamie Goldstein, City Manager

2/17/17

Date



Peter Wilk, City Treasurer

2/22/17

Date

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/17/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85886	02/17/2017	Open			B & B SMALL ENGINE REPAIR	\$113.00
	Invoice		Date	Description		Amount
	365786		02/10/2017	Chainsaw supplies		\$113.09
85887	02/17/2017	Open			BAY PHOTO LAB	\$17.35
	Invoice		Date	Description		Amount
	6292333		02/10/2017	Museum photo copies		\$17.35
85888	02/17/2017	Open			BIG CREEK LUMBER	\$44.33
	Invoice		Date	Description		Amount
	703606		02/11/2017	Wharf wood and hardware 1311 - Wharf Fund		\$44.33
85889	02/17/2017	Open			CALE AMERICA INC.	\$236.33
	Invoice		Date	Description		Amount
	143862		02/07/2017	Service to paystation		\$236.33
85890	02/17/2017	Open			CITY CLERKS ASSOCIATION OF CALIFORNIA	\$240.00
	Invoice		Date	Description		Amount
	2031		02/14/2017	2017 memberships for Fridy, Deiter, Aluffi		\$240.00
85891	02/17/2017	Open			CLASSIC VAPOR CLEANERS	\$481.40
	Invoice		Date	Description		Amount
	CVC020117		02/01/2017	January uniform cleaning		\$481.40
85892	02/17/2017	Open			COASTAL WATERSHED COUNCIL	\$1,661.63
	Invoice		Date	Description		Amount
	1549		01/31/2017	NPDES Public Education & Outreach		\$1,661.63
85893	02/17/2017	Open			ET Water Systems Inc.	\$219.00
	Invoice		Date	Description		Amount
	28089		02/15/2017	Jade St. water controller		\$219.00
85894	02/17/2017	Open			GEORGE McMENAMIN	\$372.50
	Invoice		Date	Description		Amount
	Riparian8		02/14/2017	February riparian restoration services		\$372.50
85895	02/17/2017	Open			H. MARCHESE - PETTY CASH CUSTODIAN	\$467.98
	Invoice		Date	Description		Amount
	021417		02/14/2017	Petty cash reimbursements		\$467.98
				1000 - General Fund	\$369.16	
				1360 - Library Fund	\$78.65	
				2210 - ISF - Stores Fund	\$20.17	
85896	02/17/2017	Open			HOLLISTER HONDA	\$1,322.34
	Invoice		Date	Description		Amount
	185703		01/31/2017	Service to 2012 Honda NC700XC		\$1,322.34
85897	02/17/2017	Open			HYDROSCIENCE ENGINEERS INC.	\$600.00
	Invoice		Date	Description		Amount
	331006010		02/06/2017	2091 Wharf Rd. stormwater review		\$600.00

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/17/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85898	02/17/2017	Open			INTERSTATE BATTERY SYSTEMS OF SAN JOSE	\$78.12
	Invoice		Date	Description		Amount
	516328		01/25/2017	Batteries		\$78.12
85899	02/17/2017	Open			JOHN'S ELECTRIC MOTOR SERVICE	\$34.67
	Invoice		Date	Description		Amount
	14205		02/14/2017	Capacitor for Lawn Way pumps		\$34.67
85900	02/17/2017	Open			LABORMAX STAFFING	\$145.38
	Invoice		Date	Description		Amount
	26-73056		02/10/2017	Seasonal labor		\$145.38
85901	02/17/2017	Open			MACKAY METERS INC	\$249.15
	Invoice		Date	Description		Amount
	1046563		01/31/2017	January meter and credit card transaction fees		\$249.15
85902	02/17/2017	Open			MOFFATT AND NICHOL	\$395.70
	Invoice		Date	Description		Amount
	724396		02/14/2017	Wharf evaluation engineering services 1311 - Wharf Fund		\$395.70
85903	02/17/2017	Open			OLIVE SPRINGS QUARRY INC.	\$692.88
	Invoice		Date	Description		Amount
	107501		02/06/2017	1/2" medium asphalt 1310 - Gas Tax Fund		\$692.88
85904	02/17/2017	Open			OUTDOOR WORLD INC.	\$2,413.64
	Invoice		Date	Description		Amount
	34848		02/08/2017	Public works uniform pants		\$2,413.64
85905	02/17/2017	Open			PALACE OFFICE SUPPLIES	\$390.41
	Invoice		Date	Description		Amount
	411197-0		02/09/2017	Office supplies		\$5.14
	410010-0		02/03/2017	Office supplies		\$204.32
	9359570-0		02/13/2017	Foam board for museum		\$17.27
	411174-0		02/10/2017	Office supplies		\$163.68
				1000 - General Fund	\$226.73	
				2210 - ISF - Stores Fund	\$163.68	
85906	02/17/2017	Open			PITNEY BOWES	\$208.99
	Invoice		Date	Description		Amount
	030517		02/05/2017	Recreation postage meter refill		\$208.99
85907	02/17/2017	Open			SANTA CRUZ COUNTY SHERIFF	\$6,730.00
	Invoice		Date	Description		Amount
	SCC020617		02/06/2017	FY 17/18 SART Program		\$6,730.00
85908	02/17/2017	Open			SERVPRO OF SANTA CRUZ	\$2,317.29
	Invoice		Date	Description		Amount
	5240		01/09/2017	PD water damage restoration		\$2,317.29

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/17/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transactor
85909	02/17/2017	Open			SOQUEL HEARING AID CENTER (THE LISTENING STACK	\$27.16	
	Invoice		Date	Description		Amount	
	020717		02/07/2017	Police radio adapter for S. Ryan		\$27.18	
85910	02/17/2017	Open			STAPLES ADVANTAGE	\$258.16	
	Invoice		Date	Description		Amount	
	8042776395		01/21/2017	Office supplies		\$62.90	
	8042998524		02/04/2017	Office supplies		\$195.26	
85911	02/17/2017	Open			UNITED RENTALS (NORTH AMERICA) INC.	\$289.30	
	Invoice		Date	Description		Amount	
	144136891-001		02/10/2017	Mini-excavator rental		\$289.30	
85912	02/17/2017	Open			WATSONVILLE BLUEPRINT	\$40.77	
	Invoice		Date	Description		Amount	
	67153		02/08/2017	Scan plans		\$40.77	
85913	02/17/2017	Open			WELLS FARGO BANK	\$4,005.96	
	Invoice		Date	Description		Amount	
	WF013117		01/31/2017	January credit card charges		\$4,005.96	
				Purchases over \$500:			
				Four Dell Computers \$2,565.52			
				1000 - General Fund	\$1,046.92		
				1313 - General Plan Update	\$26.00		
				2210 - ISF - Stores Fund	\$78.85		
				2211 - ISF - Information Tech	\$2,854.19		
85914	02/17/2017	Open			WESTERN EXTERMINATOR COMPANY	\$109.00	
	Invoice		Date	Description		Amount	
	4829563		01/31/2017	City Hall - rodent control		\$54.50	
	4858229		01/31/2017	Turnouts - rodent control		\$54.50	
85915	02/17/2017	Open			Griffin Guess	\$96.00	
	Invoice		Date	Description		Amount	
	Guess020917		02/09/2017	Citation refund		\$96.00	
85916	02/17/2017	Open			Jacob T. Young	\$96.00	
	Invoice		Date	Description		Amount	
	Young020917		02/09/2017	Citation refund		\$96.00	
85917	02/17/2017	Open			Jason Clay Antinora	\$48.00	
	Invoice		Date	Description		Amount	
	Antinora020917		02/09/2017	Citation refund		\$48.00	
85918	02/17/2017	Open			Kenneth Turnell	\$50.00	
	Invoice		Date	Description		Amount	
	Turnell020717		02/07/2017	Parking permit refund		\$50.00	
85919	02/17/2017	Open			Mamoun Hammoudeh	\$31.00	
	Invoice		Date	Description		Amount	
	Hammoudeh020917		02/09/2017	Citation refund		\$31.00	

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/17/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85920	02/17/2017	Open			Maria S. Izquierdo	\$86.00
	Invoice		Date	Description		Amount
	Izquierdo020917		02/09/2017	Citation refund		\$86.00
85921	02/17/2017	Open			Michelle C. Supancich	\$72.00
	Invoice		Date	Description		Amount
	Supancich020917		02/09/2017	Citation refund		\$72.00
85922	02/17/2017	Open			Peter Dunn	\$41.00
	Invoice		Date	Description		Amount
	Dunn020917		02/09/2017	Citation refund		\$41.00
Type Check Totals:						\$24,682.50

EFT

402	02/13/2017	Open			WELLS FARGO BANK	\$739.82
	Invoice		Date	Description		Amount
	WF021317		02/13/2017	Monthly client analysis charges		\$739.82
Type EFT Totals:						\$739.82

Library - Library

Check

10	02/17/2017	Open			BOWMAN & WILLIAMS INC.	\$4,192.25
	Invoice		Date	Description		Amount
	10975		02/07/2017	January library surveying services 1360 - Library Fund		\$4,192.25
Type Check Totals:						\$4,192.25

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/17/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount	
CITY - Main City Totals						Totals	
Checks						37	\$24,682.58
EFTs						1	\$739.82
All						38	\$25,422.37
Library - Library Totals							
Checks						1	\$4,192.28
EFTs						0	\$0.00
All						1	\$4,192.28
WELLS - Payroll Totals							
Checks						6	\$3,466.09
EFTs						91	\$146,219.09
All						97	\$149,685.18
Grand Totals:							
Checks						44	\$32,340.86
EFTs						92	\$146,958.91
All						136	\$179,299.81

Attachment: 02-17-17 City Check Register (1789 : Approval of City Check Registers)

City accounts payable checks dated 2/24/2017, numbered 85923 to 85971 and 5 EFTs, totaling \$354,317.17, plus 2 Library account checks totaling \$56,932.50, for a grand total of \$411,249.67, have been reviewed and authorized for distribution by the City Manager.

As of 2/24/2017, the unaudited cash balance is \$4,728,731.47.

CASH POSITION - CITY OF CAPITOLA 02/24/17

	<u>Net Balance</u>
General Fund	\$1,118,766.53
Payroll Payables	\$177,433.41
Contingency Reserve Fund	\$1,898,345.66
Facilities Reserve Fund	\$284,870.00
Capital Improvement Fund	\$896,425.94
Stores Fund	\$17,812.98
Information Technology Fund	\$83,012.32
Equipment Replacement	\$110,294.88
Self Insurance Liability Fund	\$91,526.70
Worker's Comp. Ins. Fund	\$16,838.79
Compensated Absences Fund	\$33,404.26
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$4,728,731.47</u>

The Emergency Reserve Fund Balance is \$1,269,705.54 (not included above).


The PERS Contingency Fund Balance is \$300,000.00 (not included in above).



 Jamie Goldstein, City Manager

2/24/17

 Date



 Peter Wilk, City Treasurer

2/28/17

 Date

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
Main City Account Transactions						
85923	02/24/2017	Open			ACCELA INC	\$1,134.00
	Invoice		Date	Description		Amount
	INV-ACC27736		02/07/2017	February legislative management software 2211 - ISF - Information Technology		\$1,134.00
85924	02/24/2017	Open			ADAMS ASHBY GROUP INC	\$800.00
	Invoice		Date	Description		Amount
	1933		02/01/2017	January grant admin. and reporting 1350 - CDBG Grants		\$800.00
85925	02/24/2017	Open			AMERICAN TRAFFIC SOLUTIONS INC.	\$24,474.12
	Invoice		Date	Description		Amount
	INV00023783		01/31/2017	Redlight citation remittance		\$24,474.12
85926	02/24/2017	Open			AT&T	\$9.12
	Invoice		Date	Description		Amount
	ATT022817		02/01/2017	February phone service 1000 - General Fund 2211 - ISF - Information Tech		\$9.12 \$4.48 \$4.64
85927	02/24/2017	Open			ATCHISON BARISONE CONDOTTI & KOVACEVICH	\$27,258.71
	Invoice		Date	Description		Amount
	ABCK013117		01/31/2017	January legal services		\$27,258.71
85928	02/24/2017	Open			B & B SMALL ENGINE REPAIR	\$158.29
	Invoice		Date	Description		Amount
	366468		02/21/2017	Mower blades		\$99.30
	366469		02/21/2017	Sharpen and balance mower blades		\$59.00
85929	02/24/2017	Open			BAY PHOTO LAB	\$576.18
	Invoice		Date	Description		Amount
	6306232		02/17/2017	Museum supplies		\$215.65
	6306228		02/17/2017	Museum supplies		\$185.96
	6308621		02/20/2017	Museum supplies		\$57.51
	6308658		02/20/2017	Museum supplies		\$117.18
85930	02/24/2017	Open			BIG CREEK LUMBER	\$223.86
	Invoice		Date	Description		Amount
	697685		01/27/2017	Wood for Wharf Road fence repairs		\$126.72
	701640		02/06/2017	Wood for McGregor Park fence repair		\$53.61
	701803		02/07/2017	Wood for McGregor fence repair, tape measure		\$42.86
85931	02/24/2017	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,694.75
	Invoice		Date	Description		Amount
	021717		02/17/2017	POA dues PPE 2-11-17 1001 - Payroll Payables		\$1,694.75
85932	02/24/2017	Open			COORDINATED WIRE ROPE OF NO. CA INC.	\$598.90
	Invoice		Date	Description		Amount
	17020004		02/01/2017	Slings		\$598.90

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85933	02/24/2017	Open			EMPLOYMENT DEVELOPMENT DEPT	\$703.00
	Invoice		Date	Description		Amount
	L0183711776		01/31/2017	Unemployment claims 2213 - ISF - Self-Insurance Liability		\$703.00
85934	02/24/2017	Open			EWING IRRIGATION	\$249.05
	Invoice		Date	Description		Amount
	2764404		02/02/2017	Lawn roller		\$249.05
85935	02/24/2017	Open			FERGUSON ENTERPRISES INC.	\$78.91
	Invoice		Date	Description		Amount
	5148641-1		02/09/2017	Cleaner		\$20.91
	5209464		02/09/2017	Lawn Way plug		\$58.05
85936	02/24/2017	Open			FRANCHISE TAX BOARD	\$195.72
	Invoice		Date	Description		Amount
	PPE021117		02/17/2017	Earnings withhold order 1001 - Payroll Payables		\$195.72
85937	02/24/2017	Open			GARDAWORLD	\$11.85
	Invoice		Date	Description		Amount
	20210930		01/31/2017	Armored car service		\$11.85
85938	02/24/2017	Open			GRANITE ROCK COMPANY	\$66,953.42
	Invoice		Date	Description		Amount
	976305		02/22/2017	Street rehab. partial retention release 1200 - Capital Improvement Fund		\$66,953.42
85939	02/24/2017	Open			ICMA RETIREMENT TRUST 457	\$4,895.21
	Invoice		Date	Description		Amount
	41341349		02/17/2017	457 contributions PPE 2-11-17 1001 - Payroll Payables		\$4,895.21
85940	02/24/2017	Open			InnerWorkings	\$1,725.65
	Invoice		Date	Description		Amount
	2825897-1		02/14/2017	Parking violation & notice to appear forms		\$1,725.65
85941	02/24/2017	Open			JAMES P ALLEN	\$1,755.00
	Invoice		Date	Description		Amount
	021017		02/10/2017	#15-160 1575 38th Ave. arborists services		\$1,755.00
85942	02/24/2017	Open			KBA Docusys Inc.	\$45.52
	Invoice		Date	Description		Amount
	INV515783		02/13/2017	Copier overage charge 2211 - ISF - Information Technology		\$45.52
85943	02/24/2017	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$8,019.16
	Invoice		Date	Description		Amount
	097763120-0117		01/31/2017	Engineering Consultant Services 1200 - Capital Improvement Fund		\$8,019.16

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Amount	Transaction Amount
85944	02/24/2017 Invoice 26-73321	Open	02/17/2017	Seasonal labor	LABORMAX STAFFING	\$1,060.10	\$1,060.10
85945	02/24/2017 Invoice 25999	Open	02/07/2017	Cut logs and debris from Soquel Creek bridge	LEWIS TREE SERVICE INC.	\$1,650.00	\$1,650.00
85946	02/24/2017 Invoice CS3667	Open	02/22/2017	February LIUNA pension dues 1001 - Payroll Payables	LIUNA PENSION FUND	\$825.60	\$825.60
85947	02/24/2017 Invoice Welch021017	Open	02/10/2017	CSMFO conference mileage reimbursement	MARK WELCH	\$158.76	\$158.76
85948	02/24/2017 Invoice 88679	Open	02/08/2017	January & February record storage	MILLER'S TRANSFER & STORAGE CO.	\$303.70	\$303.70
85949	02/24/2017 Invoice 022317	Open	02/23/2017	Corvin III, #0715019643-mg 14-CDBG-9877 1350 - CDBG Grants	OLD REPUBLIC TITLE	\$945.00	\$945.00
85950	02/24/2017 Invoice PGE021217-acct9 PGE021217-acct5 PGE021017-acct0	Open	02/12/2017 02/12/2017 02/10/2017	Monthly utilities Pac cove parking lot utilities Wharf Road Rispin Mansion utilities 1000 - General Fund 1300 - SLESF - Supl Law Enfc 1310 - Gas Tax Fund 1311 - Wharf Fund	PACIFIC GAS & ELECTRIC	\$14,976.67 \$704.96 \$9.86 \$5,719.02 \$308.87 \$7,662.14 \$2,001.46	\$15,691.00
85951	02/24/2017 Invoice 412117-0 412079-1 412079-0 412439-0	Open	02/16/2017 02/17/2017 02/16/2017 02/21/2017	Office supplies Office supplies office supplies Spoons 1000 - General Fund 2210 - ISF - Stores Fund	PALACE OFFICE SUPPLIES	\$30.51 \$10.71 \$102.57 \$6.43 \$113.28 \$36.94	\$150.00
85952	02/24/2017 Invoice COCPT2960	Open	01/27/2017	Document preparation, scanning, indexing, DVD recording/labeling 1317 - Technology Fee Fund	PEELLE TECHNOLOGIES INC.	\$1,298.08	\$1,298.08

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
85953	02/24/2017 Invoice 012017070	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$1,385.18
			02/15/2017	January citation processing		\$1,385.18
85954	02/24/2017 Invoice 61414	Open			PLACEWORKS	\$3,206.25
			01/31/2017	Draft coastal plan update 1313 - General Plan Update and Maint		\$3,206.25
85955	02/24/2017 Invoice 0024155-IN	Open			PRINTWORX	\$2,056.08
			02/09/2017	BIA brochures (20,000) 1321 - BIA - Capitola Village-Wharf BIA		\$2,056.08
85956	02/24/2017 Invoice 7719-610584 7719-611761 7719-610674 7719-612624	Open			ROYAL WHOLESALE ELECTRIC	\$86.40
			12/09/2016	Community center wall pack credit		(\$206.63)
			01/18/2017	Vinyl tape		\$10.74
			01/31/2017	Lampholder		\$22.30
			02/14/2017	Wharf solar LED light		\$260.40
				1000 - General Fund	(\$173.59)	
				1311 - Wharf Fund	\$260.40	
85957	02/24/2017 Invoice SCCDPW020917	Open			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$21,250.00
			02/09/2017	Hazardous waste dropoff program fees		\$21,250.00
85958	02/24/2017 Invoice HSA021417 HSA021417-2	Open			SANTA CRUZ COUNTY HEALTH SERVICES	\$494.00
			02/14/2017	Blood alcohol testing July 2015 - June 2016		\$338.00
			02/14/2017	Blood alcohol testing July - October 2016		\$156.00
85959	02/24/2017 Invoice SCC020917	Open			SANTA CRUZ COUNTY MENTAL HEALTH	\$1,000.00
			02/09/2017	Matching funds contribution for MediCal EPSDT mental health		\$1,000.00
85960	02/24/2017 Invoice 5316	Open			SERVPRO OF SANTA CRUZ	\$296.26
			02/01/2017	Police car biohazard cleaning		\$296.26
85961	02/24/2017 Invoice TLS022117	Open			SOQUEL HEARING AID CENTER	\$152.23
			02/21/2017	Zack Currier radio adapter & electronics		\$152.23
85962	02/24/2017 Invoice 7482	Open			SPORT ABOUT GRAPHICS	\$73.39
			02/20/2017	Mechanic t-shirts		\$73.39
85963	02/24/2017 Invoice 391248754	Open			SUPPLYWORKS	\$1,820.59
			02/07/2017	Cleaning supplies		\$1,820.59

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transacti Amoi
85964	02/24/2017	Open			TOYOTA OF SANTA CRUZ	\$101,620.
	Invoice		Date	Description		Amount
	43864		02/22/2017	2017 Toyota Highlander		\$38,495.05
	43860		02/22/2017	2017 Toyota Tacoma CSO truck		\$31,562.80
	77682		02/22/2017	2017 Toyota Tacoma CSO truck 1300 - SLESF - Supl Law Enfc		\$31,562.80
85965	02/24/2017	Open			UNITED STATES POSTAL SERVICE	\$1,050.
	Invoice		Date	Description		Amount
	41358		02/17/2017	Newsletter postage bulk permit #7013		\$1,050.00
85966	02/24/2017	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$30.
	Invoice		Date	Description		Amount
	UW021717		02/17/2017	February United Way contributions 1001 - Payroll Payables		\$30.00
85967	02/24/2017	Open			US BANCORP EQUIPMENT FINANCE INC.	\$837.
	Invoice		Date	Description		Amount
	323868950		02/03/2017	Copier leases		\$837.58
				1000 - General Fund	\$385.38	
				2210 - ISF - Stores Fund	\$452.20	
85968	02/24/2017	Open			US BANK PARS	\$227.
	Invoice		Date	Description		Amount
	PARS021717		02/17/2017	PARS contributions PPE 2-11-17 1001 - Payroll Payables		\$227.51
85969	02/24/2017	Open			David Cusimano	\$617.
	Invoice		Date	Description		Amount
	Cusimano021617		02/16/2017	Cusimano settlement 2213 - ISF - Self-Insurance Liability		\$617.14
85970	02/24/2017	Open			Rod Buckholdt	\$513.
	Invoice		Date	Description		Amount
	16-208		02/16/2017	Tree deposit refund #16-208		\$513.00
85971	02/24/2017	Open			UC Regents	\$18,000.
	Invoice		Date	Description		Amount
	UCSC022217		02/22/2017	2011 Ford Crown Victoria Police Interceptor 1300 - SLESF - Supl Law Enfc		\$18,000.00
Type Check Totals:						\$318,359.

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
EFT						
401	02/25/2017	Open			DISCOVERY BENEFITS	\$143.50
	Invoice		Date	Description		Amount
	0000724609-IN		02/25/2017	January COBRA & FSA admin.		\$143.50
403	02/24/2017	Open			ADP LLC	\$257.15
	Invoice		Date	Description		Amount
	488658712		02/24/2017	ADP ezLaborManager software 2211 - ISF - Information Technology		\$257.15
404	02/21/2017	Open			STATE DISBURSEMENT UNIT	\$1,117.84
	Invoice		Date	Description		Amount
	6110E786657		02/21/2017	Garnishments PPE 2-11-17 1001 - Payroll Payables		\$1,117.84
405	02/22/2017	Open			INTERNAL REVENUE SERVICE	\$27,680.83
	Invoice		Date	Description		Amount
	93765154		02/22/2017	Federal taxes & Medicare 2-17-17 1001 - Payroll Payables		\$27,680.83
406	02/22/2017	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,758.21
	Invoice		Date	Description		Amount
	1-713-464-704		02/22/2017	State taxes PPE 2-11-17 1001 - Payroll Payables		\$6,758.21
Type EFT Totals:						\$35,957.50
Library Account Transactions						
<u>Check</u>						
11	02/24/2017	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$1,952.50
	Invoice		Date	Description		Amount
	8836586		01/31/2017	Capitola Branch Library Traffic & Parking Study 1360 - Library Fund		\$1,952.50
12	02/24/2017	Open			NOLL AND TAM ARCHITECTS	\$54,980.00
	Invoice		Date	Description		Amount
	0057137		01/31/2017	Library schematic design 1360 - Library Fund		\$54,980.00
Type Check Totals:						\$56,932.50

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)

City Checks Issued 02/24/2017

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals				Counts		Total
Checks						\$318,359.00
EFTs						\$35,957.00
All						\$354,317.00
Library - Library Totals						
Checks						\$56,932.00
EFTs						\$0.00
All						\$56,932.00
Grand Totals:						
Checks						\$375,292.00
EFTs						\$35,957.00
All						\$411,249.00

Attachment: 02-24-17 City Check Register (1789 : Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Liability Claim of Robert Rust

RECOMMENDED ACTION: Deny liability claim.

DISCUSSION: Robert Rust has filed a liability claim against the City for an undetermined amount.

Report Prepared By: Liz Nichols
Executive Assistant to the City Manager

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

3/17/2017



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Finance Department

SUBJECT: General Fund Cash Transfer

RECOMMENDED ACTION: Approve a transfer between the General Fund and the Gas Tax Fund.

BACKGROUND: The Gas Tax Fund can be utilized for projects that improve the safety and flow of traffic on our roadways. The Gas Tax Revenue received from the state must be spent within four years of receipt and the City cannot encumber future year revenue for current year expenditures.

Recently, auditors from the state reviewed the City's Gas Tax Fund as part of their standard review process. The results of that audit are expected to be released in June.

DISCUSSION: The Gas Tax revenue has been decreasing every year as cars become more fuel efficient and the price of gas decreases. The City has completed many projects from the Gas Tax Fund that have improved the roadway safety and efficiency.

In Fiscal Year 2015/16 the City completed lighted crosswalks and repaired signals. These projects are Gas Tax Fund eligible, but the fund became negative due to these projects and reduced revenue.

The City has two choices to correct the negative fund balance. The City could reclassify the expenditures from the Gas Tax Fund to the General Fund or simply provide a transfer of cash from the General Fund to the Gas Tax Fund to pay for the projects. Staff is recommending that the City transfer cash from the General Fund to the Gas Tax Fund. The transfer will allow for additional streets projects in the current fiscal year.

FISCAL IMPACT: The General Fund will transfer \$40,124 to the Gas Tax Fund. The General Fund has available cash for the transfer.

Report Prepared By: Mark Welch
Finance Director

GF Transfer
March 23, 2017

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

3/17/2017



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Second Reading of an Ordinance Amending Chapter 9.61 of the Capitola Municipal Code Regarding Marijuana Sales, Processing and Cultivation

RECOMMENDED ACTION: Adopt ordinance.

BACKGROUND: The City Council adopted Urgency Ordinance No. 989 on January 9, 2014, to prohibit commercial cultivation and processing of medical marijuana within the City of Capitola. On November 8, 2016, California voters approved Proposition 64, the Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA). The AUMA decriminalized the possession, use, and sale of recreational marijuana for adults 21 years or older and may allow recreational sale of marijuana beginning January 1, 2018.

Following a public hearing on March 9, 2017, and discussion of whether to attempt to craft regulation of retail sales ahead of the state's regulatory action, the City Council approved the first reading of the draft ordinance.

DISCUSSION: The proposed ordinance amending Chapter 9.61 of the Capitola Municipal Code (Attachment 1) is intended to extend the restrictions on cultivation and processing of medical marijuana to recreational marijuana. The AUMA allows local jurisdictions to enact and enforce reasonable regulations to control the cultivation, processing, and sales of recreational marijuana. Absent local regulations, state regulations would govern marijuana-related activities.

The previously adopted Medical Marijuana Processing and Cultivation Ordinance allows medically qualified patients and primary caregivers to possess marijuana and to conduct indoor cultivation in a space not to exceed 50 square feet per residence. The ordinance prohibits commercial cultivation, outdoor cultivation, and processing and packaging activities. In addition, medical marijuana dispensaries are not defined as an allowed use in Capitola.

The proposed ordinance amendment would expand existing restrictions on the cultivation, processing, manufacturing, packaging, and distribution to recreational marijuana. Existing prohibitions on commercial marijuana-related activities would also be retained. The current 50-square-foot limit on indoor cultivation, however, would be changed to a maximum of six plants consistent with the AUMA.

On March 9, the City Council supported the inclusion of language clarifying that commercial sales are prohibited. After the state has implemented its regulations regarding the sale of

Marijuana Ordinance Adoption (2nd Reading)
March 23, 2017

marijuana, the Council may consider modifications to this ordinance to allow, or conditionally allow, certain types of sales.

FISCAL IMPACT: The proposed ordinance amendment would not result in a direct fiscal impact to the City. However, by prohibiting commercial marijuana activities, the City would forego any potential tax revenue generated by marijuana-related businesses. In addition, the AUMA prohibits the disbursement of grant monies from the California Marijuana Tax Fund to local agencies that ban commercial cultivation or retail sales of marijuana.

ATTACHMENTS:

1. Draft Marijuana Ordinance Amendment Strike-Out Version (PDF)

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

3/17/2017

ORDINANCE NO. _____

~~AN URGENCY ORDINANCE OF THE CITY OF CAPITOLA~~
REGARDING MEDICAL MARIJUANA SALES, PROCESSING AND CULTIVATION

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA AS FOLLOWS:

Section 1: Chapter 9.61 is hereby added amended to the Capitola Municipal Code to read as follows:

9.61.010 Findings

The City Council of the City makes the following findings:

A. In 1996, the voters of the State of California approved Proposition 215, also known as the Compassionate Use Act (CUA), codified at California Health and Safety Code section 11362.5 et seq.

B. On January 1, 2004, S.B. 240, known as the "Medical Marijuana Program" (MMP) (codified at Health and Safety Code section 11362.7 through 11362.83) went into effect to clarify the scope of the CUA.

~~C. The CUA is limited in scope in that it only provides a defense from criminal prosecution for possession and cultivation of marijuana to qualified patients and their primary caregivers. The MMP is also limited in scope in that it establishes a statewide identification program and affords qualified patients, persons with identification cards and their primary caregivers an affirmative defense to certain enumerated criminal sanctions that would otherwise apply to transporting, processing, administering or distributing marijuana.~~

~~D. Neither the CUA nor the MMP require or impose an affirmative duty or mandate upon local governments, such as the City of Capitola, to allow, authorize or sanction the establishment and the operation of facilities cultivating or processing medical marijuana within its jurisdiction.~~

~~E. The CUA expressly anticipates the enactment of additional local legislation, providing: "[n]othing in this section shall be construed to supersede legislation prohibiting persons from engaging in conduct that endangers others, nor to condone the diversion of marijuana for non-medical purposes." (Cal. Health & Safety Code, § 11362.5(b)(2).)~~

~~F. On May 6, 2013, the California Supreme Court issued its decision in *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.*, holding that cities have the authority to ban medical marijuana uses within their boundaries and prohibit any use that constitutes a violation of state or federal law.~~

~~G. Marijuana remains an illegal substance under the Federal Controlled Substances Act, 21 U.S.C. 801 et seq., which makes it unlawful for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense marijuana. The Federal Controlled Substances Act contains no statutory exemption for the cultivation of marijuana for medical purposes. In addition, the possession, possession for sale, cultivation, processing, transportation, importation, and distribution of marijuana generally still constitutes a crime in California pursuant to California Health and Safety Code Sections 11357 through 11361.~~

ORDINANCE NO. _____

H. On June 6, 2005, the United States Supreme Court held, in *Gonzales v. Raich*, that Congress has the authority under the Commerce Clause of the United States Constitution, and has the power under the Federal Controlled Substances Act, to prohibit local cultivation, processing and use of marijuana even though it would be in compliance with California law.

I. Some of the documented problems with the cultivation and processing of marijuana include offensive odors, illegal sales and distribution of marijuana, trespassing, theft, violent encounters between growers and persons attempting to steal plants, fire hazards and problems associated with mold, fungus, and pests. In a small (1.676 square miles), densely developed city such as the City of Capitola, comprised for the most part of small parcels with minimum setbacks, a proportionally significant number of mobile home spaces, and industrial, commercial, public facility and residential land uses in extremely close proximity to one another with few buffer areas of separation, the nuisance impacts of the type herein delineated would be substantially intensified to the detriment of the City's residents, workers, businesses and visitors.

J. The City has experienced firsthand the secondary impacts associated with marijuana cultivation and processing when, in September 2004, the Capitola Police Department investigated an attempted murder which included a robbery and an assault on a person with a firearm over a large amount of processed marijuana and marijuana under cultivation found within a City residence. Most recently, on December 27, 2013, the City experienced impacts associated with marijuana cultivation and distribution when the Capitola Police Department investigated an attempted murder with a firearm during a marijuana sale on Capitola Road. During that incident, a non-City resident, who was apparently attempting to sell marijuana, was shot twice and transported by helicopter to a hospital. Most recently, on December 27 of 2013 the City experienced impacts associated with marijuana cultivation and distribution when the Capitola Police Department investigated an attempted murder with a firearm during a marijuana sale on Capitola Road. During that incident, a non-City resident who was apparently attempting to sell marijuana, and was shot twice and transported by helicopter to a hospital.

K. Due to the City's small size and the proximity of various uses to one another, any public nuisance within the City has the potential to adversely impact the entire community regardless of where the nuisance occurs.

L. On December 16, 2013, a building permit application was submitted on behalf of the 200 Kennedy Drive property owner seeking City authorization to proceed with structural, electrical and plumbing improvements to a warehouse building on those premises intended to facilitate the warehouse's use as an industrial/commercial medical marijuana cultivation, processing and warehouse facility which the property owner contends is a principally permitted agricultural use of the warehouse in the industrial zone in which the warehouse is located. For the reasons set forth in the foregoing findings the proposed medical marijuana-related use of the warehouse is both illegal and a public nuisance. The City Council finds that the public nuisance threatened by that proposed use is particularly accentuated in this instance in light of the fact that Cabrillo Mobile Home Estates, a tightly compacted mobile home community, comprised of over fifty (50) mobilehome residences, directly abuts the 200 Kennedy Drive property and the community's numerous residents would be immediately and adversely impacted by the public nuisance posed by this particular cultivation/processing/warehouse use. In December 20, 2013 correspondence with the property owner as well as in other verbal communications with the property owner, Community Development Department staff members have advised the property

ORDINANCE NO. _____

~~owner that the proposed medical marijuana-related use is prohibited by the City's Municipal Code. The property owner, in response, contends, based upon his consultation with legal counsel, that the proposed use is sanctioned by both the City's Municipal Code and state law and that accordingly he intends to proceed with his intended use of the property.~~

~~M. Because the potential risks posed by the proposed medical marijuana-related use to the health, safety and welfare of City residents, especially those residents in the mobilehomes located in the adjacent Cabrillo Mobile Home Estates mobilehome park, are so great, current and immediate, the City Council finds that there is an urgent need to adopt an ordinance which will go into effect immediately and which will unequivocally and clearly provide that medical marijuana cultivation and processing in the City in the manner here proposed by the property owner, already generally prohibited as illegal activity and a public nuisance, is also specifically and explicitly prohibited in the City of Capitola.~~

~~N. On January 9, 2014, the City Council adopted Ordinance No. 989 to regulate the processing and cultivation of medical marijuana.~~

~~O. On November 8, 2016, California voters approved the Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA), which became effective immediately. Among other things, AUMA decriminalizes under state law the possession, use, transport, and purchase of limited amounts of non-medical marijuana for individuals who are 21 years of age or older. AUMA decriminalizes under state law the planting, cultivation, harvesting, drying, and processing ("cultivation activities") of up to six marijuana plants in, or upon the grounds of, a private residence, but at the same time permits local jurisdictions to enact and enforce reasonable regulations to regulate indoor cultivation activities and to completely prohibit cultivation activities outdoors upon the grounds of a private residences until the California Attorney General determines that non-medical use of marijuana is lawful in the State under federal law.~~

~~P. To regulate commercial use of marijuana, the AUMA added Division 10 (Marijuana) to the Business and Professions Code, which grants state agencies "the exclusive authority to create, issue, renew, discipline, suspend or revoke" licenses for businesses including the transportation, storage, distribution, sale, cultivation, manufacturing, and testing of marijuana.~~

~~Q. The AUMA authorizes cities to completely prohibit the establishment or operation of any marijuana business licensed under Division 10 within its jurisdiction including marijuana dispensaries, marijuana retailers, and marijuana delivery services. Absent appropriate local regulation authorized by the AUMA, state regulations will control marijuana activities.~~

~~R. Marijuana activities can create negative impacts relating to overall health, safety, and well-being of City residents. To the extent allowed by California law, a prohibition of commercial marijuana processing and cultivation is necessary to avoid the risks of adverse health effects, criminal activity, loitering, offensive odors, indoor structural damage, and electrical fire hazards that may result from such activities.~~

9.61.020 Purpose and Intent

A. It is the purpose and intent of this chapter to promote the health, safety, and general welfare of the residents and businesses within the City by regulating the sales, cultivation and processing of ~~medical-marijuana~~.

ORDINANCE NO. _____

B. Nothing in this chapter shall be construed to (1) allow persons to engage in conduct that endangers others or causes a public nuisance, ~~(2) allow the use or cultivation of marijuana for non-medical purposes,~~ or ~~(23) allow any activity relating to the cultivation, processing, or distribution of marijuana that is illegal under state or federal law.~~

9.61.030 Definitions

For purposes of this chapter, the following definitions shall apply:

A. "Collective or cooperative cultivation" means the association within California of qualified patients, persons with valid identification cards, and designated primary caregivers to cultivate marijuana for medical purposes as defined in strict accordance with California Health and Safety Code sections 11362.5 et seq.

B. "Commercial marijuana activity" includes the cultivation, manufacturing, processing, packaging, distribution, and sale of marijuana and marijuana products.

C. "Cultivate" or "cultivation" is the planting, growing, harvesting, drying, processing, or storage of one or more marijuana plants or any part thereof in any location.

D. "Medical marijuana" is defined in strict accordance with California Health and Safety Code sections 11362.5 et seq.

E. "Processing" is defined as any method used to prepare marijuana or its byproducts for commercial sale, including but not limited to: drying, cleaning, curing, packaging, and extraction of active ingredients to create marijuana related products and concentrates.

F. "Primary caregiver" is defined in strict accordance with California Health and Safety Code section 11362.5 et seq.

9.61.040 Prohibited activities.

A. Indoor and outdoor cultivation of ~~medical~~ marijuana is prohibited in all areas of the City, except as outlined below in Section 9.61.040(A)(1).

1. ~~Medical m~~Marijuana for personal use may be cultivated in conformance with the following standards:

(a) ~~An individual qualified patient~~ may cultivate ~~medical~~ marijuana indoors on the parcel where the ~~qualified patient individual~~ resides. Outdoor cultivation is prohibited.

(b) A primary caregiver may cultivate ~~medical~~ marijuana indoors for a qualified patient for whom he/she is the primary caregiver. Outdoor cultivation is prohibited.

(c) ~~Medical m~~Marijuana cultivation is permitted only on parcels with residential units. ~~Medical m~~Marijuana cultivation is permitted only within a residential unit, a garage, or a self-contained outside accessory building that is secured, locked, and fully enclosed.

(d) The ~~medical~~ marijuana cultivation area shall not exceed a total of six plants ~~fifty (50) square feet per residence or property (for example, a property owner/resident may not grow six plants indoors and grow additional plants in a separate self-contained building on the property).~~

(e) The use of gas products (CO₂, butane, etc.) for ~~medical~~ marijuana cultivation or processing is prohibited. 2

ORDINANCE NO. _____

(f) ~~Medical m~~Marijuana cultivation for sale is prohibited. Notwithstanding this prohibition, a primary caregiver may recover from his or her qualified patient the actual costs incurred by the primary caregiver in cultivating the medical marijuana he or she delivers to the qualified patient.

(g) From the public right of way, there shall be no exterior evidence of ~~medical~~ marijuana cultivation.

~~(h) The qualified patient and/or primary caregiver shall not participate in medical marijuana cultivation in any other location within the City.~~

(i) The residence shall maintain kitchens, bathrooms, and primary bedrooms for their intended use and these rooms shall not be used for ~~medical~~ marijuana cultivation.

(j) Any ~~medical~~ marijuana cultivation area located within a residence shall not create a humidity, mold or other nuisance condition.

(k) The ~~medical~~ marijuana cultivation area shall not adversely affect the health or safety of the nearby residents by creating dust, glare, excessive light, heat, noise, noxious gasses, odor, smoke, traffic, vibration, or other impacts, and shall not be hazardous due to use or storage of materials, processes, products or wastes.

2. Personal possession, use, and cultivation of recreational marijuana in accordance with the AUMA is permissible.

3. Testing facilities which are fully enclosed in a laboratory setting may operate if consistent with local zoning regulations and do not involve any other prohibited activities, including but not limited to, cultivation, processing, packaging, or sales. ~~Temporary storage within a permitted testing facility is allowed.~~

~~B. Except as expressly authorized herein, all commercial marijuana activity Processing and cultivation of marijuana for commercial sale is prohibited in all areas of the City.~~

~~B. Commercial sale of marijuana is not permitted within City limits.~~

9.61.050 Prohibited activities declared a public nuisance.

Any use or condition caused or permitted to exist in violation of any of the provisions of this chapter shall be and is hereby declared a public nuisance and may be abated by the City or subject to any available legal remedies, including but not limited to civil injunctions.

9.61.060 Penalties for violation.

A. Any person violating any of the provisions of this chapter shall be guilty of a misdemeanor and subject to a maximum penalty of six (6) months imprisonment in county jail, or a fine of one thousand (\$1,000). Violators shall be subject to any other enforcement remedies available to the City under any applicable state or federal statute or pursuant to any other lawful power the City may possess.

B. Each day a violation is allowed to continue and every violation of the chapter shall constitute a separate violation and shall be subject to all remedies.

C. In the event any civil suit or action is brought by the City to enforce the provisions of this chapter, the prevailing party shall be entitled to recover the amount of its reasonable costs incurred in the action or proceeding, including, but not limited to, attorney's fees.

9.61.070 Severability.

ORDINANCE NO. _____

If any part or subsection of this chapter is for any reason held to be invalid, unlawful, or unconstitutional, such invalidity, unlawfulness, or unconstitutionality shall not affect the validity, lawfulness, or constitutionality of any other part of this chapter.

~~Section 2. For the reasons hereinabove stated, the City Council finds and determines that: (a) there is a current and immediate threat to the public peace, health, or safety; (b) this ordinance must therefore be immediately enacted and enforced in order to protect and preserve the public interest, health, safety, comfort and convenience and to preserve the public welfare; and (c) this urgency ordinance is necessary to preserve the public health and safety of all residents or landowners adjacent to such uses as are prohibited by this ordinance.~~

~~Section 3. This urgency ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15060(c)(2) — the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment and Section 15060(c)(3) — the activity is not a project as defined in Section 15378 of the CEQA Guidelines, because it has no potential for resulting in physical change to the environment, directly or indirectly.~~

Section 2. Effective Dates. This ordinance shall be in full force and effect thirty (30) days from the date of its adoption by the City Council.

This ordinance was introduced on the ____ day of _____, 2017, and was passed and adopted by the City Council of the City of Capitola on the ____th day of _____, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:

Stephanie Harlan, Mayor

ATTEST:

Linda Fridy, City Clerk

Attachment: Draft Marijuana Ordinance Amendment Strike-Out Version (1694 : Marijuana Ordinance Adoption (2nd Reading))



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Public Works Department

SUBJECT: Approval of Bike Lane Improvements for Highway 1 Interchanges

RECOMMENDED ACTION: Approve the plans, specifications, and estimate for the Highway 1 Interchanges Bike Lane Improvements and authorize the Public Works Department to advertise for construction bids.

BACKGROUND: Included in the current Capital Improvement Program is \$60,000 in funding for green bike lane improvements on the Highway 1 interchanges at 41st Avenue, Bay Avenue and Park Avenue. The original budget allocation was for the completion of one the interchanges. Staff worked with the City's appointed regional bicycle committee members to prioritize the interchanges. The priority order is 41st Avenue, Bay Avenue, and then Park Avenue. Since work at all three interchanges requires an encroachment permit from Caltrans, Public Works worked with the engineering firm of Kimley-Horn to develop plans and obtain a permit for all three project sites. The permit can be extended indefinitely until work at all three sites has been completed.

DISCUSSION: The Caltrans approved plans for all three sites are included as Attachment 1. The estimated cost of the three sites is as follows:

41 st Avenue	\$58,410
Bay Avenue	\$28,600
Park Avenue	\$45,430

A breakdown of the bid estimates is included as Attachment 2.

Based on these estimates, the total cost to do all three interchanges would be \$137,923. The bid package for the project has been prepared to receive bids for 41st Avenue, with alternate bid additions for Bay Avenue and Park Avenue. This bidding plan will allow additional sites to be added should the bid prices come in lower than anticipated.

The bid opening has been set for April 26, 2017.

FISCAL IMPACT: Funding for 41st Avenue is included in the Capital Improvement Program budget. Depending on the bid costs received, additional funding within the CIP budget may allocated to the project. Staff will evaluate the bids and return to the Council if it is recommended to allocate additional funding.

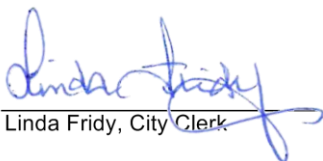
Green Bike Lanes to bid
March 23, 2017

ATTACHMENTS:

1. Caltrans approved plans
2. Estimate for all three bike lane projects

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:



Linda Fridy, City Clerk

3/17/2017

PROJECT DESCRIPTION

INSTALL PAVEMENT MARKINGS AND GREEN THERMOPLASTIC FOR BIKE LANE ENHANCEMENT ON A PORTION OF 41ST AVENUE, BAY AVENUE, AND PARK AVENUE BETWEEN THE STATE ROUTE 1 INTERCHANGE RAMP. IMPROVEMENTS WILL INCLUDE RE-STRIPING OF EXISTING CLASS II BIKE FACILITIES.

CONTACTS

- 1. CIVIL ENGINEER KIMLEY-HORN AND ASSOCIATES, INC.
100 WEST SAN FERNANDO STREET, SUITE 250
SAN JOSE, CA 95113
TEL: 669-800-4130
CONTACT: DEREK WU

- 2. CITY ENGINEER CITY OF CAPITOLA PUBLIC WORKS DEPARTMENT
420 CAPITOLA AVE.
CAPITOLA, CA 95010
TEL: (831) 475-7300
CONTACT: STEVE JESBERG

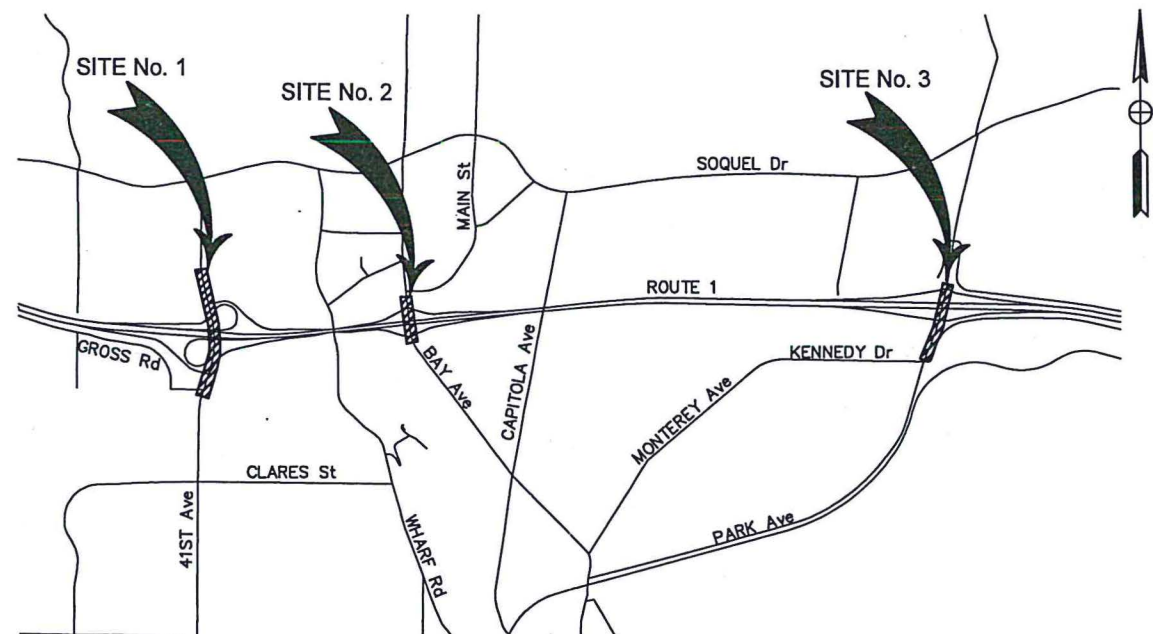
HIGHWAY 1 ENHANCED BIKE LANE IMPROVEMENT PROJECT

SANTA CRUZ COUNTY CAPITOLA, CALIFORNIA

TO BE SUPPLEMENTED BY THE CALTRANS STANDARD PLANS 2015
AND CALIFORNIA MUTCD DATED JANUARY 2014



LOCATION MAP
NO SCALE



VICINITY MAP
NO SCALE

ACCEPTANCE OF PLANS

THE CITY OF CAPITOLA HEREBY ACCEPTS THESE PLANS FOR CONSTRUCTION, AS BEING IN GENERAL COMPLIANCE WITH PLANS PREPARATION REQUIREMENTS OF THIS GOVERNMENT. RESPONSIBILITY FOR THE COMPLETENESS AND ACCURACY OF THE PLANS AND RELATED DESIGN RESIDES WITH THE ENGINEER AND ENGINEERING FIRM OF RECORD.

Steve Jesberg

STEVE JESBERG P.E. 1-10-2017 DATE
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
CITY OF CAPITOLA

SHEET INDEX	
No	TITLE
CV-01	COVER SHEET
SS-01 TO SS-04	SIGNING AND PAVEMENT DELINEATION PLANS
TC-01	TRAFFIC CONTROL DETAILS

REFERENCES

1. 2015 CALTRANS STANDARD PLANS AND SPECIFICATIONS
2. 2015 CALTRANS HIGHWAY DESIGN MANUAL 6TH EDITION
3. 2014 CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES

CALTRANS District 5 Permit Plans

Permit No. 0516-NMC-0124

Plan No. _____

Page 1 of 6

No.	REVISIONS	DATE	BY



KHA PROJECT 097763122
DATE 09/26/2016
SCALE AS SHOWN
DESIGNED BY DW
DRAWN BY DW
CHECKED BY DC

**HIGHWAY 1 ENHANCED BIKE
LANE IMPROVEMENTS**

PREPARED FOR
CITY OF CAPITOLA

SANTA CRUZ COUNTY CA



COVER SHEET

SHEET NO. 1
OF 6 SHEETS

CV-01

Attachment: Caltrans approved plans (1781 : Green Bike Lanes to bid)

Permit No. 0516-MMC-0124

Plan No. _____

Page 2 of 6

LEGEND:

- BIKE LANE (GREEN THERMOPLASTIC)
- PROPOSED SIGN
- STRIPING DETAIL (SEE SHEET SS-04)
- CALTRANS STRIPING DETAIL (SEE CALTRANS REVISED STANDARD PLANS)
- EXISTING CALTRANS STRIPING DETAIL (SEE CALTRANS REVISED STANDARD PLANS)
- STRIPING CHANGE
- STRIPING LIMIT
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- EXISTING 'AHEAD' MARKING
- EXISTING 'CLEAR' MARKING
- EXISTING 'KEEP' MARKING
- EXISTING 'SIGNAL' MARKING
- EXISTING 'STOP' MARKING
- EXISTING 1' WHITE CROSSWALK AND LIMIT LINE

GENERAL NOTES:

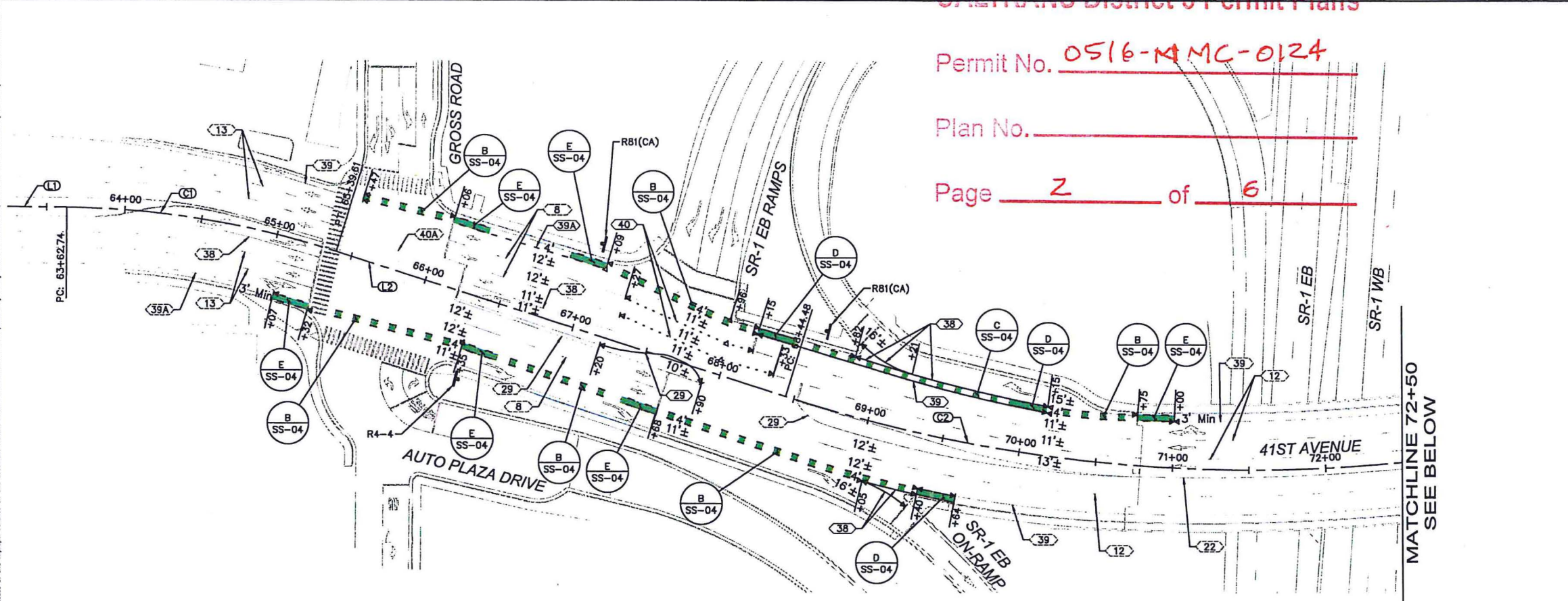
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3. ROADWAY ALIGNMENT SHOWN FOR PAVEMENT DELINEATION STATIONING GENERATED WITHOUT EXISTING MONUMENT OR BENCHMARK BASIS. ENGINEER ON SITE SHALL VERIFY STRIPING LOCATION PRIOR TO INSTALLATION.
4. ALL STRIPING DIMENSIONS SHOWN ARE MEASURED FROM STRIPE TO STRIPE, STRIPE TO LIP OF GUTTER, OR STRIPE TO FACE OF CURB WHICHEVER IS SCENARIO IS CLOSER.
5. CLASS II BIKEWAY AND LANE DIMENSIONS SHALL CONFORM TO THE STANDARDS IN THE 2015 HIGHWAY DESIGN MANUAL SECTION 301.2 AND SHALL GOVERN OVER STRIPING SHOWN ON PLANS.
6. PER THE HIGHWAY DESIGN MANUAL, THE MINIMUM CLASS II BIKE LANE WIDTH SHALL BE 4 FEET EXCEPT WHERE ON HIGHWAYS WITH CONCRETE CURB AND GUTTER, A MINIMUM WIDTH OF 3 FEET MEASURED FROM THE BIKE LANE STRIPE TO THE JOINT BETWEEN THE SHOULDER PAVEMENT AND THE GUTTER SHALL BE PROVIDED.



GRAPHIC SCALE

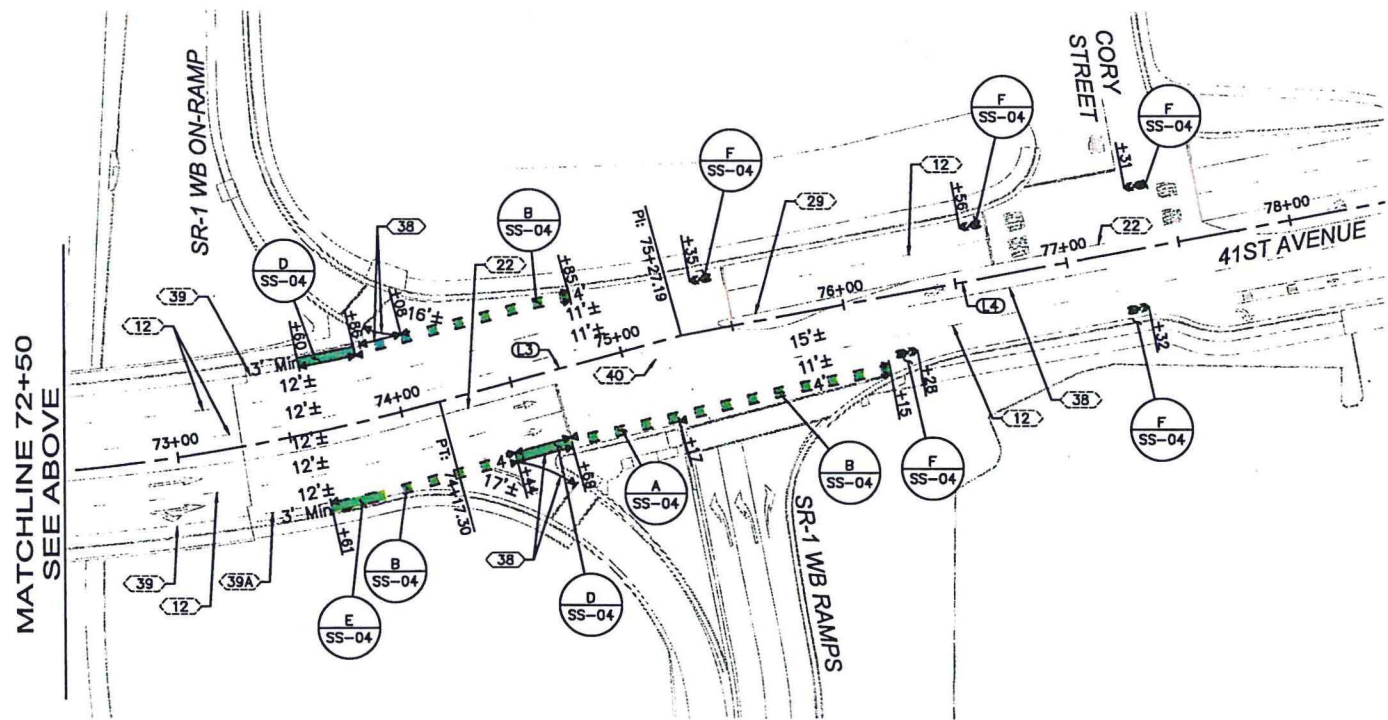


(IN FEET)
1 inch = 40 ft.



CURVE TABLE						
CURVE	RADIUS	LENGTH	CHORD BEARING	CHORD	DELTA	TANGENT
C1	600.00'	176.87'	N9°07'01"E	176.23'	16°53'23"	89.08'
C2	1000.00'	572.83'	N1°09'05"E	565.03'	32°49'14"	294.51'

LINE TABLE		
LINE	LENGTH	BEARING
L1	362.74	N0°40'19.03"E
L2	304.87	N17°33'42.26"E
L3	109.88	N15°15'31.40"W
L4	337.99	N10°34'16.39"W



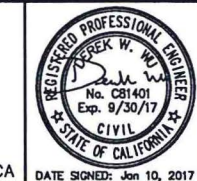
THIS PLAN ACCURATE FOR SIGNING AND STRIPING ONLY

No.	REVISIONS	DATE	BY

Kimley Horn
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 100 WEST SAN FERNANDO STREET, SUITE 250, SAN JOSE, CA 95113
 PHONE: 669-800-4130
 WWW.KIMLEY-HORN.COM

KHA PROJECT
097763122
 DATE
09/26/2016
 SCALE AS SHOWN
 DESIGNED BY DW
 DRAWN BY DW
 CHECKED BY DC

HIGHWAY 1 ENHANCED BIKE LANE IMPROVEMENTS
 PREPARED FOR
CITY OF CAPITOLA
 SANTA CRUZ COUNTY

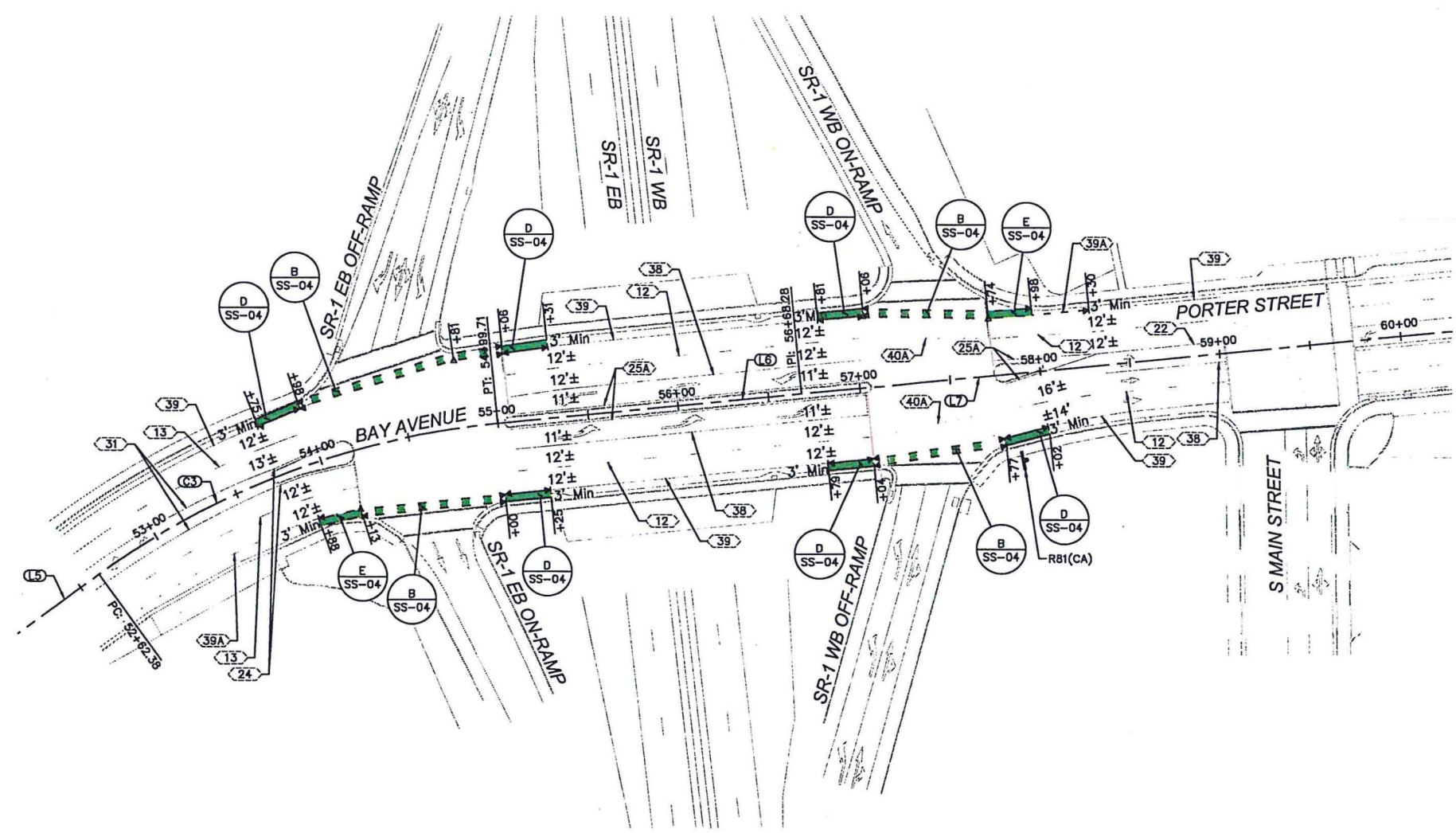


SIGNING AND PAVEMENT DELINEATION PLANS
 SITE No 1

SHEET NO. 2
OF 6 SHEETS
SS-01

Attachment: Caltrans approved plans (1781 : Green Bike Lanes to bid)

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- LEGEND:**
- BIKE LANE (GREEN THERMOPLASTIC)
 - PROPOSED SIGN
 - STRIPING DETAIL (SEE SHEET SS-04)
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CURVE TABLE						
CURVE	RADIUS	LENGTH	CHORD BEARING	CHORD	DELTA	TANGENT
C3	450.00'	237.33'	N20°38'47"W	234.59'	30°13'05"	121.50'

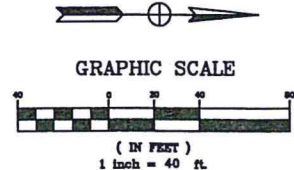
LINE TABLE		
LINE	LENGTH	BEARING
L5	262.38	N35°45'19.71"W
L6	168.56	N5°32'14.56"W
L7	393.32	N5°23'13.38"W

CALTRANS District 5 Permit Plans

Permit No. 0516-NMC-0124

Plan No. _____

Page 3 of 6

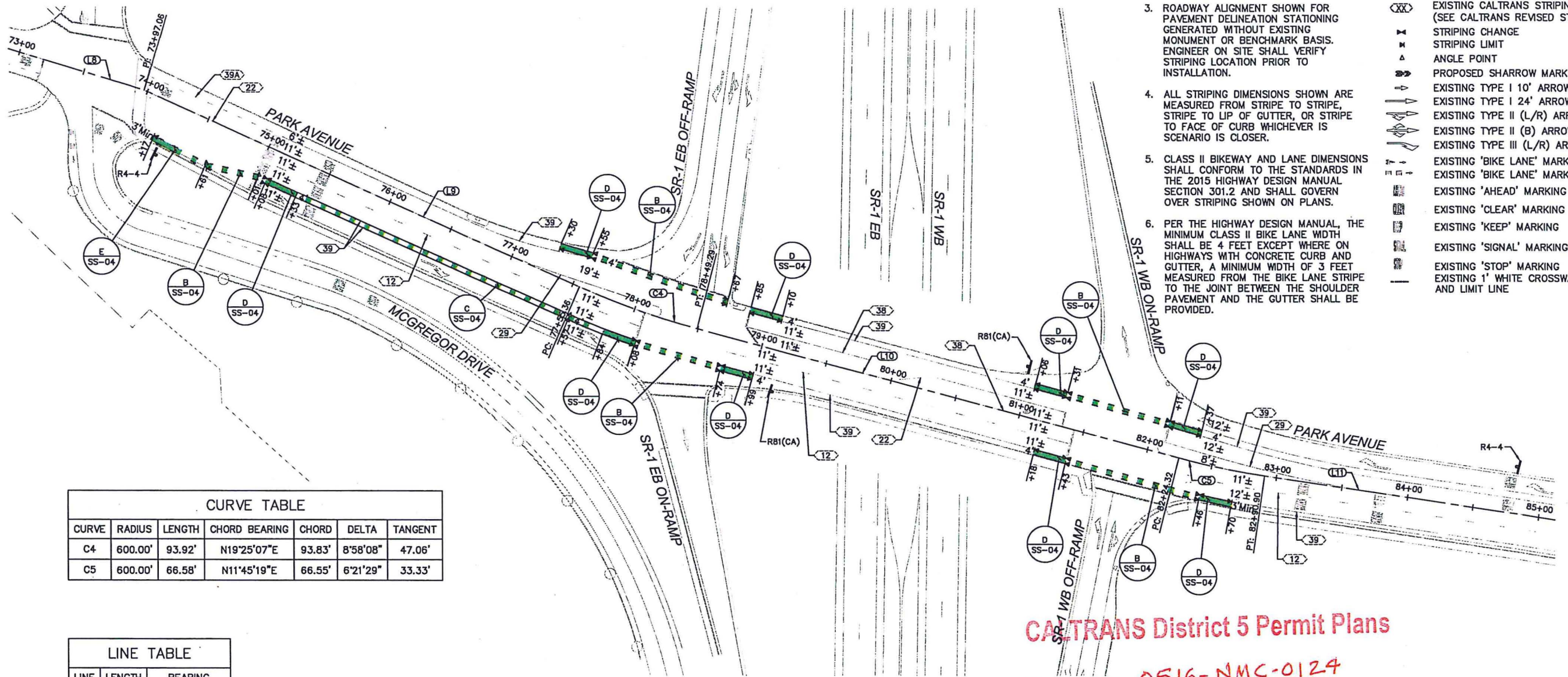


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Attachment: Caltrans approved plans (1781 : Green Bike Lanes to bid)

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CURVE TABLE

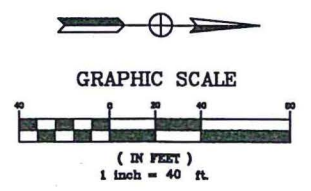
CURVE	RADIUS	LENGTH	CHORD BEARING	CHORD	DELTA	TANGENT
C4	600.00'	93.92'	N19°25'07"E	93.83'	8°58'08"	47.06'
C5	600.00'	66.58'	N11°45'19"E	66.55'	6°21'29"	33.33'

LINE TABLE

LINE	LENGTH	BEARING
L8	397.06	N16°49'32.64"E
L9	358.30	N23°54'11.14"E
L10	375.03	N14°56'03.24"E
L11	231.13	N8°34'34.06"E

CALTRANS District 5 Permit Plans
 Permit No. 0516-NMC-0124

Plan No. _____
 Page 4 of 6

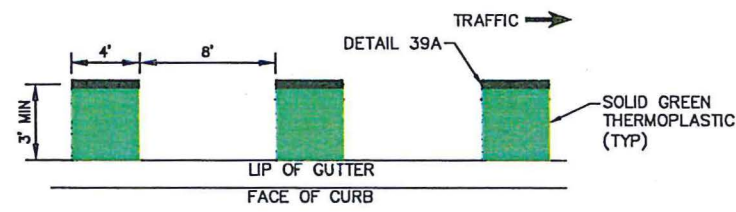


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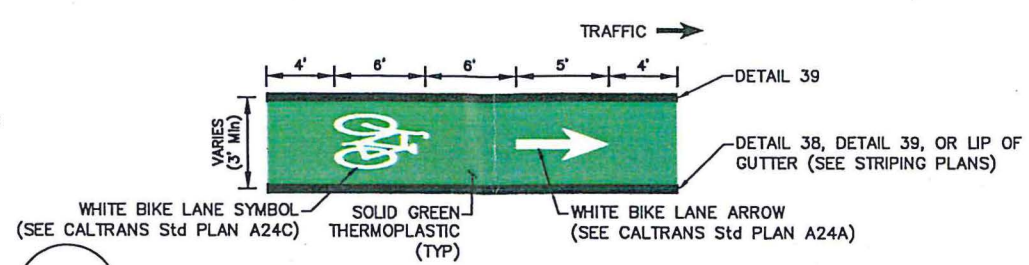
<p>No. _____</p> <p>REVISIONS _____</p> <p>DATE _____</p> <p>BY _____</p>	<p>© 2015 KIMLEY-HORN AND ASSOCIATES, INC. 100 WEST SAN FERNANDO STREET, SUITE 250, SAN JOSE, CA 95113 PHONE: 669-800-4130 WWW.KIMLEY-HORN.COM</p>	<p>KHA PROJECT 097763122</p> <p>DATE 09/26/2016</p> <p>SCALE AS SHOWN</p> <p>DESIGNED BY DW</p> <p>DRAWN BY DW</p> <p>CHECKED BY DC</p>	<p>HIGHWAY 1 ENHANCED BIKE LANE IMPROVEMENTS</p> <p>PREPARED FOR CITY OF CAPITOLA</p> <p>SANTA CRUZ COUNTY CA</p>	<p>REGISTERED PROFESSIONAL ENGINEER DEREK W. WU No. C81401 Exp. 9/30/17 CIVIL STATE OF CALIFORNIA</p> <p>DATE SIGNED: Jan 10, 2017</p>	<p>SIGNING AND PAVEMENT DELINEATION PLANS</p> <p>SITE No 3</p>	<p>SHEET NO. <u>4</u> OF <u>6</u> SHEETS</p> <p>SS-03</p>
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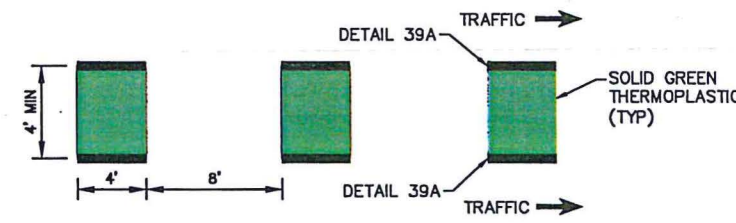
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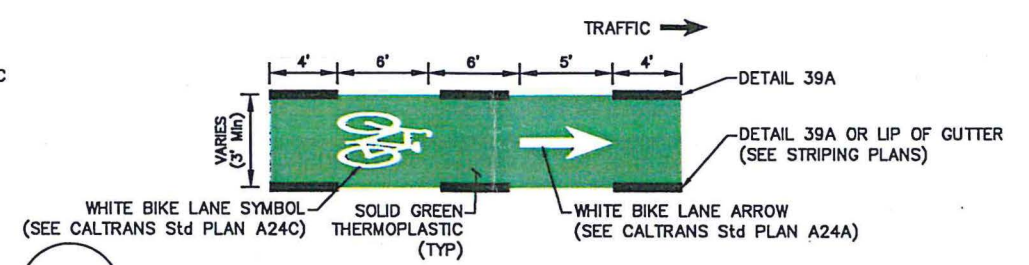
A THERMOPLASTIC PAVEMENT MARKING (GREEN) FOR BIKE LANES ADJACENT TO GUTTER PAN
SS-04 NO SCALE



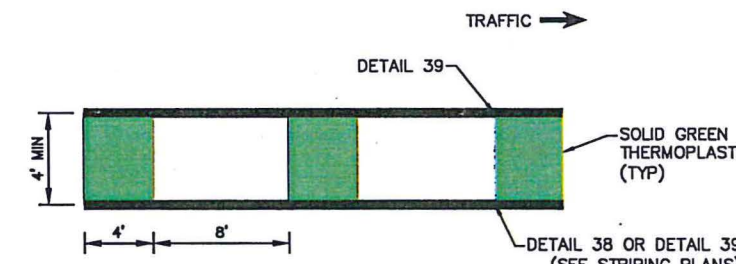
D THERMOPLASTIC PAVEMENT MARKING (GREEN) FOR BIKE LANES BIKE LANE SYMBOL AND ARROW
SS-04 NO SCALE



B THERMOPLASTIC PAVEMENT MARKING (GREEN) FOR BIKE LANES DASHED STRIPE
SS-04 NO SCALE

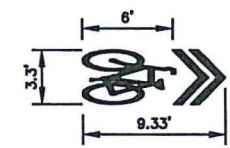


E THERMOPLASTIC PAVEMENT MARKING (GREEN) FOR BIKE LANES BIKE LANE SYMBOL AND ARROW
SS-04 NO SCALE



C THERMOPLASTIC PAVEMENT MARKING (GREEN) FOR BIKE LANES SOLID STRIPE
SS-04 NO SCALE

*FOR ADDITIONAL DETAILS, SEE CALTRANS Std PLAN A24C.



F PAVEMENT MARKING FOR BIKE LANES SHARED LANE MARKING
SS-04 NO SCALE

DETAIL	PATTERN OR LEGEND	SITE No 1 (LF)	SITE No 2 (LF)	SITE No 3 (LF)	TOTAL
29	MEDIAN ISLAND	75	0	0	75
38	CHANNELIZING LINE	299	0	0	299
39	BIKE LANE LINE	398	150	854	1402
39A	INTERSECTION LINE (BIKE LANE LINE)	1866	783	855	3504
40	LANE LINE EXTENSIONS THROUGH INTERSECTIONS	196	0	0	196
TOTAL		2834	933	1709	

PATTERN OR LEGEND	SITE No 1 (SF)	SITE No 2 (SF)	SITE No 3 (SF)	TOTAL
SHARROW	60	0	0	60
BIKE LANE SYMBOL WITH ARROW	168	112	140	420
GREEN PAINT FOR BIKE LANES	2448	1200	1912	5560
TOTAL	2676	1312	2052	

*NOTE: ALL STRIPING AND PAVEMENT MARKINGS SHOULD BE THERMOPLASTIC UNLESS OTHERWISE NOTED

SIGN CODE	DESCRIPTION	SITE No 1 (EA)	SITE No 2 (EA)	SITE No 3 (EA)	TOTAL
R4-4	BEGIN RIGHT TURN LANE, YIELD TO BIKES	1	0	2	3
R81 (CA)	BIKE LANE	2	1	2	5
TOTAL		3	1	4	

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CALTRANS District 5 Permit Plans

Permit No. 0516-NMC-0124

Plan No. _____

Page 5 of 6

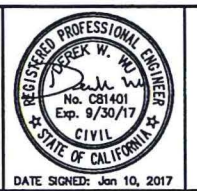
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KHA PROJECT 097763122
DATE 09/26/2016
SCALE AS SHOWN
DESIGNED BY DW
DRAWN BY DW
CHECKED BY DC

HIGHWAY 1 ENHANCED BIKE LANE IMPROVEMENTS
PREPARED FOR
CITY OF CAPITOLA
SANTA CRUZ COUNTY CA



SIGNING AND PAVEMENT DELINEATION DETAILS

SHEET NO. 5
OF 6 SHEETS
SS-04

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TRAFFIC CONTROL SYSTEM TABLES FOR LANE AND RAMP CLOSURE

TABLE 1: BUFFER LENGTHS AND CHANNELIZING DEVICE SPACING

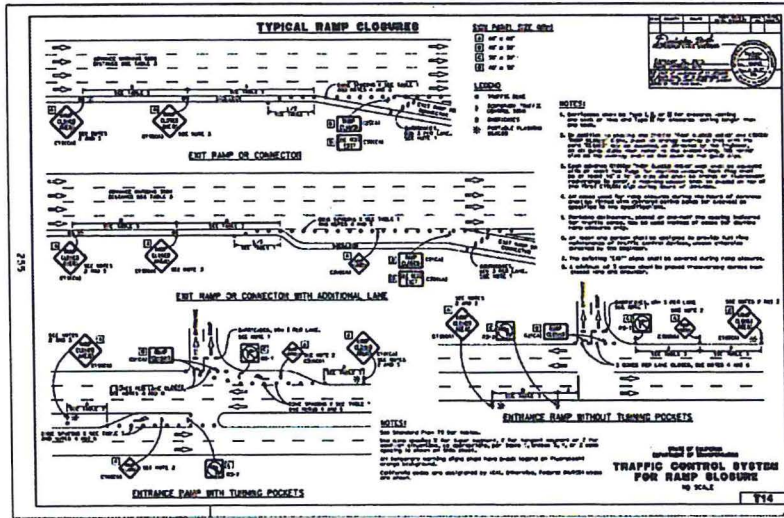
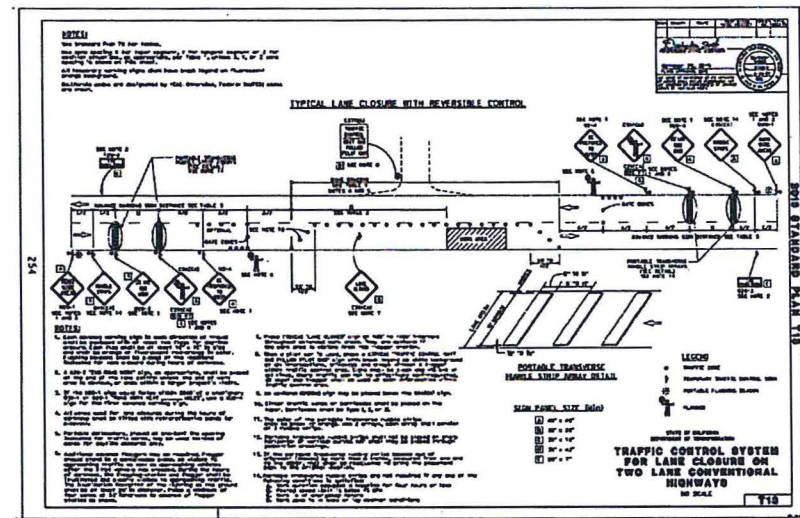
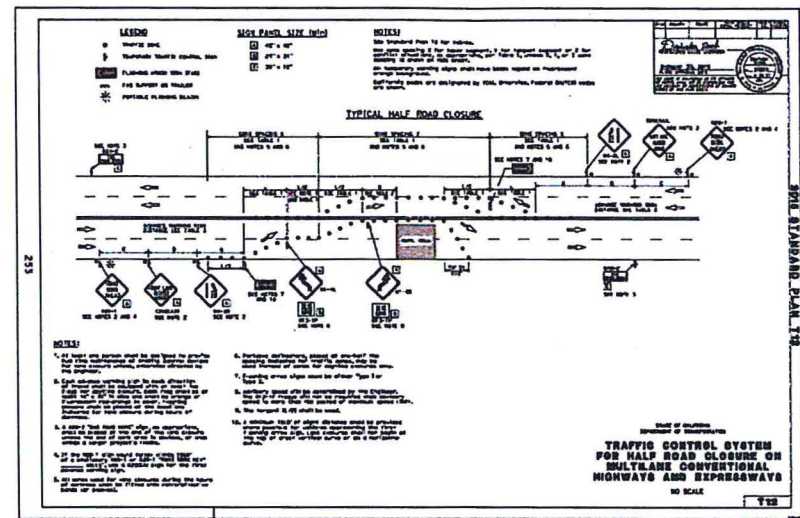
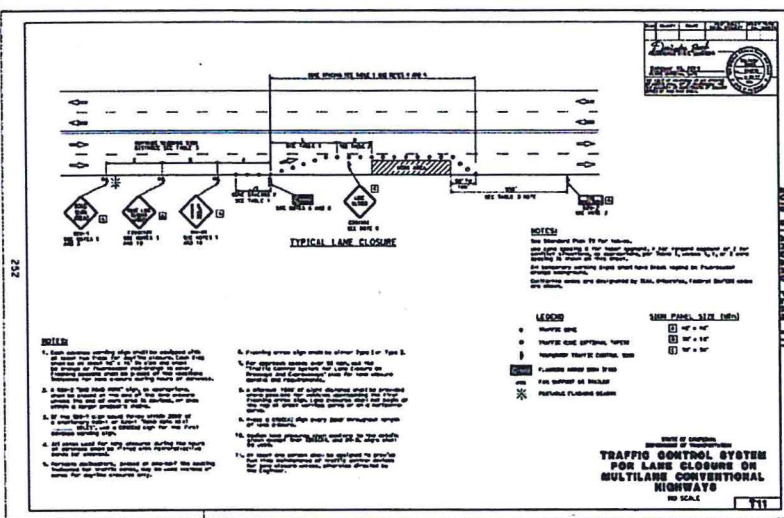
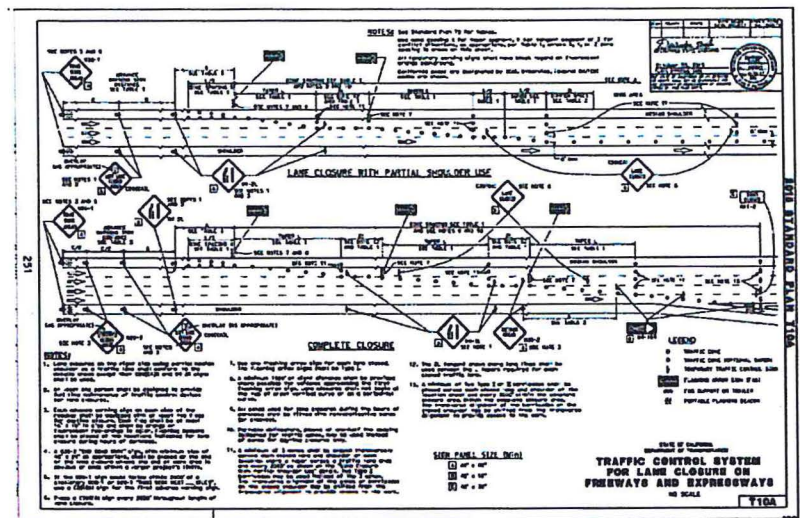
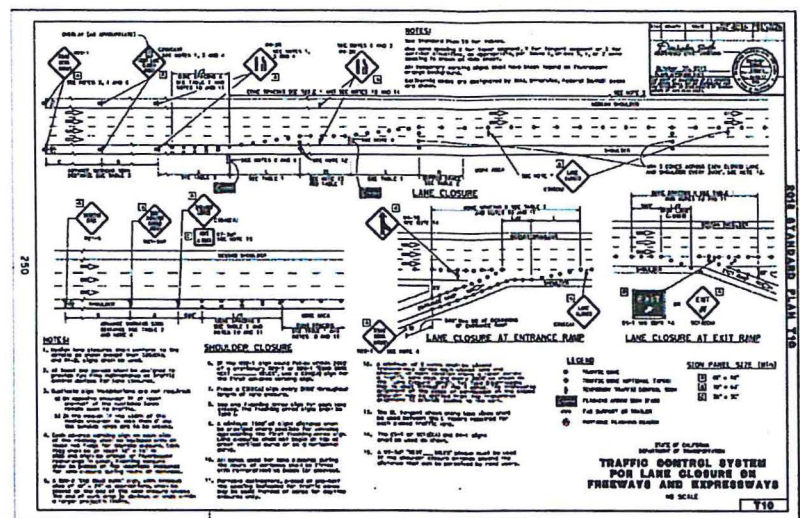
TYPE	MINIMUM BUFFER LENGTH (FEET)	MINIMUM CHANNELIZING DEVICE SPACING (FEET)
1. ADVANCE WARNING	150	100
2. APPROACH	100	100
3. TRAFFIC CONTROL	50	100
4. REVERSE	100	100
5. EXIT	100	100

TABLE 2: LANE CLOSURE BUFFER SPACE AND LEGEND

TYPE	MINIMUM BUFFER SPACE (FEET)
1. ADVANCE WARNING	150
2. APPROACH	100
3. TRAFFIC CONTROL	50
4. REVERSE	100
5. EXIT	100

TABLE 3: ADVANCE WARNING SIGN SPACING

TYPE	MINIMUM SIGN SPACING (FEET)
1. ADVANCE WARNING	150
2. APPROACH	100
3. TRAFFIC CONTROL	50
4. REVERSE	100
5. EXIT	100



TRAFFIC CONTROL NOTES:

- REFER TO CITY SPECIFICATIONS, 2014 CA MUTCD, AND CALTRANS 2015 STANDARD PLANS AND SPECIFICATIONS FOR TRAFFIC CONTROL SYSTEM.
- THE CONTRACTOR SHALL INSTALL TRAFFIC CONTROL DEVICES PRIOR TO COMMENCEMENT OF CONSTRUCTION. THE CONTRACTOR SHALL ALSO MAINTAIN ALL TRAFFIC CONTROL DEVICES DURING CONSTRUCTION AS REQUIRED BY THE CITY ENGINEER/INSPECTOR. A 24-HOUR "ON-CALL" TELEPHONE NUMBER SHALL ALSO BE PROVIDED TO THE CITY BY THE CONTRACTOR FOR SERVICES REQUIRED BEYOND NORMAL WORKDAY OPERATIONS.
- TEMPORARY TRAFFIC CONTROL SIGNS SHALL NOT BLOCK FIRE HYDRANTS AND/OR DRIVEWAYS.
- ALL TRAFFIC CONTROL DEVICES (SIGNS, CHANNELIZERS, ETC.) SHALL BE RETROREFLECTIVE AND/OR ILLUMINATED DURING NIGHTTIME TRAFFIC CONTROL.
- THE PARKING OF ANY CONSTRUCTION-RELATED VEHICLE OR STORAGE OF ANY MATERIAL IS NOT ALLOWED ON A PUBLIC STREET OR SIDEWALK UNLESS APPROVED IN ADVANCE BY THE CITY ENGINEER.
- ANY TRAFFIC STRIPING, PAVEMENT MARKINGS, PAVEMENT SURFACE, ETC. DAMAGED OR DESTROYED BY CONTRACTOR'S WORK SHALL BE REPLACED BY CONTRACTOR TO THE SATISFACTION OF THE CITY ENGINEER AT CONTRACTOR'S SOLE EXPENSE.
- OFF-RAMP CLOSURES REQUIRE A CHANGEABLE MESSAGE SIGN (CMS) ON MAINLINE SR-1 WARNING OF CLOSURE. PLACE CMS ±1000' IN ADVANCE OF PRECEDING EXIT. ADD APPROPRIATE SC6(CA) SIGNS SEVEN (7) DAYS PRIOR TO CLOSURE OF AFFECTED RAMPS.
- RESTRICT LANE AND RAMP CLOSURE HOURS TO:
 - 9PM-7AM MONDAY-THURSDAY (NIGHTS)
 - 9AM-12PM SATURDAY-SUNDAY (DAYS)

CALTRANS District 5 Permit Plans

Permit No. 0516-NMC-0124

Plan No. _____

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HIGHWAY 1 ENHANCED BIKE LANE IMPROVEMENTS

PREPARED FOR
CITY OF CAPITOLA

SANTA CRUZ COUNTY
CA



TRAFFIC CONTROL DETAILS

TC-01

SHEET NO. 6 OF 6 SHEETS



Client: City of Capitola	Date: 02/28/17
Project: Highway 1 Enhanced Bike Lanes	Prepared By: DW
KHA No.: 097763122	Checked By: JP

K:\SJC_TPTO\City of Capitola\097763122 - Caltrans Bike Lanes\09 Cost Estimate\[Estimate_Bike Lanes_Final_20170228.xlsx]Summary

Title: Estimate of 41st Avenue (Base) Plus Bay Avenue (Alternate 1) and Park Avenue (Alternate 2) Bike Lane Improvements

Base Bid - 41st Avenue Interchange

Item No.	Item Code	Description	QTY.	Unit	Unit Cost	Total
1	999999	Caltrans Encroachment Permit	1	LS	\$5,000.00	\$5,000
2	999990	Mobilization (10% Project Items)	1	LS	\$4,900.00	\$4,900
3	120100	Traffic Control (Including Portable CMS)	1	LS	\$8,000.00	\$8,000
4	150714	Remove Thermoplastic Traffic Stripe	1192	LF	\$1.50	\$1,788
5	150715	Remove Thermoplastic Pavement Marking	144	SF	\$5.00	\$720
6	566011	Roadside Sign - One Post	3	EA	\$400.00	\$1,200
7	840504	4" Thermoplastic Traffic Stripe	271	LF	\$1.50	\$406
8	840505	6" Thermoplastic Traffic Stripe	2065	LF	\$2.00	\$4,130
9	840506	8" Thermoplastic Traffic Stripe	324	LF	\$3.00	\$971
10	840515	Thermoplastic Pavement Marking	228	SF	\$6.00	\$1,368
11	840515A	Thermoplastic Pavement Marking (Green)	2464	SF	\$12.00	\$29,568
Alternate 1 - Bay Avenue Interchange						
11	999990	Mobilization (10% Project Items)	1	LS	\$2,400.00	\$2,400
12	120100	Traffic Control (Including Portable CMS)	1	LS	\$6,000.00	\$6,000
13	150714	Remove Thermoplastic Traffic Stripe	175	LF	\$1.50	\$263
14	566011	Roadside Sign - One Post	1	EA	\$400.00	\$400
15	840505	6" Thermoplastic Traffic Stripe	933	LF	\$2.00	\$1,866
16	840515	Thermoplastic Pavement Marking	112	SF	\$6.00	\$672
17	840515A	Thermoplastic Pavement Marking (Green)	1200	SF	\$12.00	\$14,400
Alternate 2 - Park Avenue Interchange						
18	999990	Mobilization (10% Project Items)	1	LS	\$3,800.00	\$3,800
19	120100	Traffic Control (Including Portable CMS)	1	LS	\$7,000.00	\$7,000
20	150714	Remove Thermoplastic Traffic Stripe	1152	LF	\$1.50	\$1,728
21	150715	Remove Thermoplastic Pavement Marking	164	SF	\$5.00	\$820
22	566011	Roadside Sign - One Post	4	EA	\$400.00	\$1,600
23	840505	6" Thermoplastic Traffic Stripe	1685	LF	\$2.00	\$3,369
24	840515	Thermoplastic Pavement Marking	140	SF	\$6.00	\$840
25	840515A	Thermoplastic Pavement Marking (Green)	1848	SF	\$12.00	\$22,176

Subtotal:	\$125,385
10% Contingency	\$12,538
Total:	\$137,923

Attachment: Estimate for all three bike lane projects (1781 : Green Bike Lanes to bid)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Approve Job Description for Public Works Civil Engineer/Project Manager

RECOMMENDED ACTION: Approve the public works civil engineer/project manager job description and add the position to the mid-management unit.

BACKGROUND: At the February 23 City Council meeting the Council approved a position in the Public Works Department to oversee capital improvement projects.

DISCUSSION: Currently the Public Works Department contracts out for project management and civil engineering work. The current contract is for \$100,000. The project manager position would allow this work to be brought in-house, eliminating the need for this contract.

Some of the projects this position will manage include the Wharf, jetty, flume, Rispin Park, street and sidewalk projects, and the Monterey Rail Trail. Staff anticipates the position will also be responsible for designing a few smaller projects in-house, thus reducing the need for outside design work.

The civil engineer/project manager will report directly to the public works director. The position will be part of the mid-management bargaining group. The position will have the same salary scale as the building official, senior planner, and senior accountant.

FISCAL IMPACT: The anticipated fiscal year 2016/17 impact is \$25,000. The estimated cost for fiscal year 2017/18 would be approximately \$130,000, however the current contract for \$100,000 would be eliminated, for a net impact of \$30,000.

ATTACHMENTS:

1. Mid-management Side Letter 3-2017(PDF)

Report Prepared By: Larry Laurent
Assistant to the City Manager

Approve Job Description for Public Works Project Manager
March 23, 2017

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

3/17/2017

Approve Job Description for Public Works Project Manager
March 23, 2017

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
APPROVING A NEW CLASSIFICATION AND CREATING THE JOB DESCRIPTION FOR
THE POSITION OF CIVIL ENGINEER/PROJECT MANAGER, AND AMENDING THE
MEMORANDUM OF UNDERSTANDING BETWEEN THE MID-MANAGEMENT EMPLOYEES
BARGAINING GROUP AND CITY OF CAPITOLA ADDING THE CIVIL ENGINEER/PROJECT
MANAGER POSITION AND RELATED SALARY SCHEDULE AND BENEFITS EFFECTIVE
MARCH 27, 2017**

WHEREAS, Section 2.44.030 of the Capitola Municipal Code establishes the City Manager as the personnel officer, and authorizes him to prepare class specifications which shall become effective upon Council approval; and

WHEREAS, the Capitola City Council discussed the work program and level of staff resources of the Public Works Department during the mid-year budget discussion at the February 23, 2017, City Council meeting, and authorized the creation and funding of a Civil Engineer/Project Manager position; and

WHEREAS, an amended job description for the classification of Civil Engineer/Project Manager is attached as Exhibit A and herein incorporated by reference; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Capitola does hereby approve the job description for the classification of Civil Engineer/Project Manager, which will be placed in the Mid-Management Employees Group and will be Fair Labor Standard Act (FLSA) Exempt.

BE IT FURTHER RESOLVED by the City Council that the Mid-Management Employees Group Memorandum of Understanding be amended to include the Civil Engineer/Project Manager classification and salary as listed below effective March 27, 2017.

	Monthly					Hourly				
	A	B	C	D	E	A	B	C	D	E
CIVIL ENGINEER/PROJECT MANAGER	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22

I HEREBY CERTIFY that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 23rd day of March, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Harlan, Mayor

ATTEST:

Approve Job Description for Public Works Project Manager
March 23, 2017

Linda Fridy, City Clerk

EXHIBIT A
CITY OF CAPITOLA
CIVIL ENGINEER/PROJECT MANAGER

DEFINITION:

Under general direction from the Public Works Director, performs difficult and responsible professional civil engineering work in the field and office; may act as resident engineer on construction projects; may supervise subordinate professional and sub-professional engineering personnel; and performs related duties as required.

ESSENTIAL DUTIES & RESPONSIBILITIES (May include, but are not limited to:)

Primary duties include overseeing the City's Capital Improvement Program and serving as a Qualified Storm Water Professional for the City.

SUPERVISION RECEIVED AND EXERCISED

- Receives direction from the Public Works Director.
- May exercise functional and technical supervision over assigned staff
- Bargaining Unit: Mid-Management
- FLSA: Exempt

DISTINGUISHING CHARACTERISTICS

Under general supervision from the Public Works Director, the Civil Engineer/Project Manager is a professional-level classification responsible for implementing the Capital Improvement Program and other Public Works projects. The position will manage and oversee projects from inception through completion.

Essential Duties:

- Supervise the design of such engineering structures as streets, parking lots, parks, storm drains, facilities, and appurtenant structures
- Prepare, coordinate, review and/or supervise the preparation of: plans, specifications and cost estimates for street, park, facility, storm drain and other improvement projects
- Prepare and coordinate reports, correspondence, plats, petitions, diagrams as needed for completion of projects
- Review development plans for storm water compliance with state and local regulations including BMP development and implementation, conduct construction site inspections, and program monitoring and reporting on behalf of the City
- Review rights-of-way maps and boundary descriptions

Approve Job Description for Public Works Project Manager
March 23, 2017

- Make computations requiring the use of advanced engineering mathematics; and traffic operations studies, surveys, and geotechnical investigations
- Manage and update City Pavement Management Program
- Inspect and manage construction projects to assure quality of construction and conformance with contract requirements including coordination of inspections, materials testing, traffic control, coordination with contractors and computing progress payments
- Supervise the checking of maps and improvement plans of subdivisions for compliance with local and state regulations
- Review environmental documents for engineering-related issues
- Develop and maintain City Standards for construction in public right-of-way
- Participate in the negotiation and acquisition of rights-of-way and easements
- Assist in the preparation of the City Capital Improvement Program document including developing project estimates, maps and priority lists
- Manage project budgets
- Review and supervise the formation and operation of assessment districts, open space districts, and development impact fee programs
- Attend and represent the City at meetings and serve on committees
- Serve as liaison with other public, state, and private agencies for the planning, preparation and completion of Public Works projects, grants and disaster relief funds
- Represent the Public Works Department on the Project Review Committee to establish requirements regarding public infrastructure needed for private development and conformance with City standards
- Prepare and present recommendations concerning public works projects and related matters to pertinent individuals, committees, and organizations such as the Planning Commission and City Council
- Use computer equipment and civil engineering and CAD software in the review and preparation of plans
- Provide guidance and engineering support to Public Works field crews on city projects as needed.

MINIMUM QUALIFICATIONS

Approve Job Description for Public Works Project Manager
March 23, 2017

Abilities:

- Oversee, plan, organize, conduct, coordinate, and implement projects and programs.
- Learn more complex principles, practices, techniques, and regulations pertaining to assigned duties.
- Implement, explain, and apply applicable laws, codes, and regulations.
- Analyze and interpret large sets of laboratory, field, and/or statistical data.
- Perform mathematical calculations.
- Write and compile effective technical and administrative reports.
- Read, interpret, and record data accurately.
- Read and interpret maps, sketches, drawings, specifications and technical manuals.
- Adjust standard operating procedures to improve effectiveness and comply with regulatory changes as appropriate.
- Participate in the establishment of section, division, and/or department goals, objectives and methods for evaluating achievement and performance levels.
- Assist with budget development and monitoring.
- Plan, organize, and direct work of assigned staff.
- Communicate clearly and concisely, both orally and in writing.
- Follow written and oral directions.
- Work independently, as well as in a team context.
- Observe safety principles and work in a safe manner.
- Establish and maintain effective working relationships with representatives of community organizations, private landowners, state, federal, and local agencies and associations, City staff, the public and other stakeholders.
- May safely and effectively operate the tools and equipment used in fieldwork, sampling and/or laboratory testing and analysis.
- May calibrate and maintain environmental sampling and monitoring equipment.
- May collect a variety of samples in the field.

OTHER REQUIREMENTS

Approve Job Description for Public Works Project Manager
March 23, 2017

Work occasional evenings and weekends, as assigned. Attend off-site meetings and training sessions.

REQUIRED EDUCATION AND EXPERIENCE

Any combination equivalent to graduation from college or university with a major in Civil Engineering and three years' experience in civil engineering in the following areas: design, construction inspection, surveying, preliminary project planning, subdivision map/plan review, traffic operations and planning, or other phases of engineering related to public works in a municipality.

Must possess a valid certificate of registration as a Civil Engineer issued by the California Board of Registration for Civil and Professional Engineers, and a valid California motor vehicle "C" operator's license.

Must obtain Qualified Storm Water Practitioner (QSP) certificate from the State Water Resources Control Board within one year of date of appointment.

DESIRABLE QUALIFICATIONS

Experience working with Geographic Information Systems

Experience with Caltrans Local Assistance procedures and reporting

ENVIRONMENTAL AND WORKING CONDITIONS

Position requires sitting, standing, walking on level, uneven and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movements in the performance of daily duties. The position also requires near, far and color vision when collecting and analyzing samples. The need to lift, carry, and push tools, equipment and supplies weighing 25 pounds is also required. Additionally, the incumbent may be exposed to biohazards and a variety of working conditions, including mechanical, electrical and water-related hazards, loud noises when collecting samples and performing field inspections and surveys. The incumbent may work in adverse weather conditions, including wet, heat and cold, when collecting samples or performing inspections. The incumbent may use cleaning and lubricating chemicals or work in an environment that may involve exposure to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders and steep slopes. The incumbent may be required to occasionally work evenings and weekends. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Effective
03/27/2017

**SIDE LETTER
BETWEEN CITY OF CAPITOLA AND
MID-MANAGEMENT ASSOCIATION**

WHEREAS, the City of Capitola (City) and Capitola Mid-Management Employees, have met and conferred in good faith regarding salary & benefits; and

WHEREAS, the City and the Union have previously agreed on an MOU with a term beginning on July 1, 2012 and expiring on June 30, 2018; and

WHEREAS, it has become beneficial and necessary for the City and Public Works Department to hire a Civil Engineer/Project Manager position; and

WHEREAS, the City Council approved the Civil Engineer/Project Manager position during the Mid-Year budget meeting on February 23, 2017; and

IT IS HEREBY AGREED AS FOLLOWS;

1. Introductory paragraph of the existing MOU shall be amended to read:

This Memorandum of Understanding (MOU) is made and entered into between the City of Capitola (hereinafter referred to as "City") and the Mid-Management employees. Classifications covered by this MOU are: Associate Planner, Housing and Redevelopment Project Manager, Senior Planner, Maintenance Superintendent, Field Supervisor, Recreation Supervisor, Building Official, Environmental Programs Manager, Civil Engineer/Project Manager, and Senior Accountant. This MOU shall be in effect for the period beginning on July 1, 2012 and ending on June 30, 2018 and shall be effective upon ratification by the bargaining unit and approval by the Capitola City Council.

2. Section 1 Article 3 shall be amended to read:

3. Overtime

All employees within the Mid-Management unit except for the position of Building Official, Civil Engineer/Project Manager, Senior Planner and Senior Accountant which are exempt from FLSA, are hourly employees and can accrue overtime subject to the laws, rules, regulations and any other MOU provisions of the City, state and federal government.

The position of Building Official, Civil Engineer/Project Manager, Senior Planner and Senior Accountant are professional positions exempt under FLSA, and therefore not entitled to overtime compensation. An Employee filling exempt positions are entitled to ten days per year of administrative time off. Administrative leave is non-cumulative. It may not be converted to cash. One year's worth of Administrative Leave becomes available on the first day of the calendar year. The exception is persons hired mid-year, in which case administrative leave is prorated for the applicable period. (Reso. #3486)

- 3. Attachment A – Salary Schedule will have the Civil Engineer Position and Salary added

Mid-Management Employees

Dated: _____

City of Capitola

Jamie Goldstein, City Manager

Dated: _____

Attachment A – Salary Schedule

MID-MANAGEMENT SALARY SCHEDULE											
JULY 3, 2016 - JUNE 30, 2017											
	Monthly					Hourly					
	A	B	C	D	E	A	B	C	D	E	
ASSOC PLANNER	5,731.39	6,018.28	6,318.88	6,635.29	6,967.53	33.07	34.72	36.46	38.28	40.20	
BUILDING OFFICIAL	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
ENVIRONMENTAL PROGRAM MANAGER	5,731.39	6,018.28	6,318.88	6,635.29	6,967.53	33.07	34.72	36.46	38.28	40.20	
MAINTENANCE SUPERINTENDENT	5,638.53	5,922.80	6,217.47	6,527.73	6,853.60	32.53	34.17	35.87	37.66	39.54	
FIELD SUPERVISOR	5,253.73	5,515.47	5,792.80	6,082.27	6,383.87	30.31	31.82	33.42	35.09	36.83	
RECREATION SUPERVISOR	5,080.40	5,335.20	5,603.87	5,884.67	6,177.60	29.31	30.78	32.33	33.95	35.64	
SENIOR PLANNER	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
SENIOR ACCOUNTANT	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	
SENIOR MECHANIC	4,881.07	5,125.47	5,382.00	5,650.67	5,933.20	28.16	29.57	31.05	32.60	34.23	
CIVIL ENGINEER/PROJECT MANAGER	6,589.94	6,920.07	7,266.02	7,628.85	8,010.66	38.02	39.92	41.92	44.01	46.22	



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Approval of Beach Captain Salary Adjustment

RECOMMENDED ACTION: Repeal Resolution No. 4068 and approve a new resolution with the recommended salary adjustment to the Beach Lifeguard Captain position.

BACKGROUND: At the December 8, 2016, meeting, the City Council approved the Beach Lifeguard Captain position and the accompanying salary for the position as part of Resolution No. 4068. This position is a seasonal/temporary position with a maximum of 960 hours worked in a fiscal year.

Since that time the City has advertised the availability of the position, but has been not been successful in recruiting a qualified applicant. Staff has met with a number of professional lifeguards and public safety personnel who recommended the City increase the salary for the position to improve the ability to attract qualified applicants.

DISCUSSION: Staff is recommending increasing the salary for the Beach Lifeguard Captain to the current range of the Community Service Officer to make the job more attractive to qualified applicants. The applicant must currently be a professional lifeguard with a minimum of 2,000 hours of tower time to qualify for the position. This significantly limits the number of potential qualified applicants.

The current top step for the Beach Lifeguard Captain is \$26.84 an hour. The proposed change reflected in the draft resolution will increase the top step to \$34.44 an hour.

FISCAL IMPACT: In Fiscal Year 2016/2017, the fiscal impact should be less than \$1,500. In Fiscal Year 2017/2018, the fiscal impact will be about \$7,500.

Report Prepared By: Larry Laurent
Assistant to the City Manager

Beach Captain Salary Adjustments
March 23, 2017

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

3/17/2017

Beach Captain Salary Adjustments
March 23, 2017

RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
REPEALING RESOLUTION NO. 4068 AND APPROVING
NEW HOURLY/SEASONAL EMPLOYEE PAY SCHEDULES EFFECTIVE MARCH 27, 2017**

WHEREAS, the City Council periodically reviews the compensation rates for hourly and seasonal employment positions; and

WHEREAS, the positions are hourly and are not represented by any labor union and are not subject to any existing memorandum of understanding; and

WHEREAS, the Seasonal/Hourly Pay Schedule was last amended by Resolution No. 4068 on December 8, 2016, which provided increases to meet minimum wage requirements; and

WHEREAS, the classifications of Beach Lifeguard Captain, Beach Lieutenant/Junior Guard Coordinator and Beach Lifeguard/Junior Guard Instructor were added at that time; and

WHEREAS, to better recruit for the position of Beach Lifeguard Captain, it has been determined that the salary for that position should be increased.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAPITOLA HEREBY RESOLVES AS FOLLOWS:

1. Resolution No. 4068 is repealed in its entirety.
2. The Hourly/Seasonal and Reserve Police Officers and Annuitant Officer Employee Pay Schedule, attached hereto as Exhibit A, is effective on March 27, 2017.
3. The City Manager is authorized to hire persons to fill these positions within the limitations set forth on the attached schedule and budget.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 23rd day of March, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Harlan, Mayor

ATTEST:

Linda Fridy, City Clerk

Beach Captain Salary Adjustments
March 23, 2017

EXHIBIT A
HOURLY/SEASONAL
SCHEDULE - EFFECTIVE MARCH 27, 2017

March 27, 2017 (Beach Captain Adjustment)				
POSITION	0	1	2	3
Camp Capitola Assistant Leader	\$10.50	\$11.03	\$11.58	\$12.16
Camp Capitola Leader	\$12.76	\$13.40	\$14.07	\$14.77
Camp Capitola Jr. Leader Coordinator	\$15.51	\$16.29	\$17.10	\$17.96
Camp Capitola Coordinator	\$18.86	\$19.80	\$20.79	\$21.83
Intern	\$14.29	\$15.00	\$15.75	\$16.54
Jr. Lifeguard Assistant Instructor	\$10.50	\$11.03	\$11.58	\$12.16
Beach Lifeguard/Jr. Lifeguard Instructor	\$13.98	\$14.68	\$15.41	\$16.18
Beach Lieutenant/Jr. Lifeguard Coordinator	\$18.20	\$19.11	\$20.07	\$21.07
Beach Lifeguard Captain	\$29.74	\$31.23	\$32.80	\$34.44
Recreation Facility Assistant	\$12.85	\$13.49	\$14.17	\$14.88
Seasonal Maintenance	\$12.85	\$13.49	\$14.17	\$14.88
Sports Scorekeeper	\$12.85	\$13.49	\$14.17	\$14.88
POSITION				
Retired Annuitant Officer	Salary will be equivalent to the position for which the individual is working in as per the CALPERS regulations.			
	However, retired Capitola Police Officers who apply and are accepted as Annuitant Officers will be paid an hourly wage consistent with Step F of the Police Officer salary range.			
Reserve Officer Level I	Automatically adjusts to 20% below the Police Officer Pay Scale			
Reserve Officer Level II	Automatically adjusts to 20% below the Level I Reserve Officer Pay Scale			
Seasonal Recreation Assistant	Salary will be equivalent to the position of Recreation Assistant			
Art and Cultural Assistant	Salary will be equivalent to the position of Administrative Assistant			



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Public Works Department

SUBJECT: Approval of Library Schematic Design and Authorization for Staff to Initiate Environmental and Permit Approvals

RECOMMENDED ACTION: Approve the schematic design of the Capitola Branch Library by Noll and Tam Architects and authorize staff to initiate permitting.

BACKGROUND: Over the past four months Noll and Tam Architects has been developing the schematic design of the Capitola Branch Library. Two community workshops and seven Ad Hoc Design Advisory Committee meetings have been held. The schematic design of the library covers the fundamental building design including floor plans, building elevations, site plans, and exterior wall materials. The current design is based on the Council's previous direction to build an 11,700-square-foot library with a budget of \$13 million.

DISCUSSION: Attached are excerpts of the schematic design that was presented at the last public workshop. These pictures show the floorplan and interior and exterior renderings. The full schematic design package includes a full drawing set, preliminary specifications, and estimate. The complete set of documents is available for review in the Public Works Department. Upon approval of these schematic designs, Noll and Tam will begin working on the development design, which begins to refine the design further by detailing equipment, materials, HVAC systems, drainage requirements, etc.

With the approval of the schematic designs staff will begin the permitting and CEQA review process for the project. Adjustments to the schematic plans will be made during this process as additional information is received.

Staff will submit plans to the Planning Department upon approval of the schematic designs and will give an informational presentation to the Planning Commission in April. CEQA and planning review will follow, and the project is tentatively scheduled to be presented to the Planning Commission for a permit hearing in November.

FISCAL IMPACT: At a minimum, two special studies will need to be completed on the project. One will be a traffic impact and parking study, the second an archaeology study. Both studies are estimated to cost \$10,000 to \$15,000 and will be paid out of the library fund. At this time no other permitting costs are anticipated.

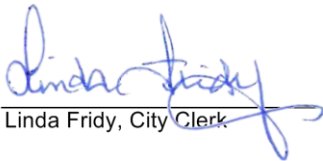
ATTACHMENTS:

Library Schematic Design Approval
March 23, 2017

1. Library Schematic Design Slides

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:



Linda Fridy, City Clerk

3/17/2017



NOLL & TAM ARCHITECTS

Chris Noll
Principal in Charge

Phan Dung
Project Architect

Trina Goodwin
Library Planner & Interiors Architect

Mati Teiblum
Project Manager

Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

MAIN ENTRY



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

KEY COMMENTS FROM COMMUNITY MEETING #1

SITE:

- CONCERN ABOUT ADEQUATE PARKING
- PEDESTRIAN CONNECTION TO RISPIN & CREEK
- ENTHUSIASTIC ABOUT THE PORCH, DESIRE FOR QUIET OUTDOOR SPACE

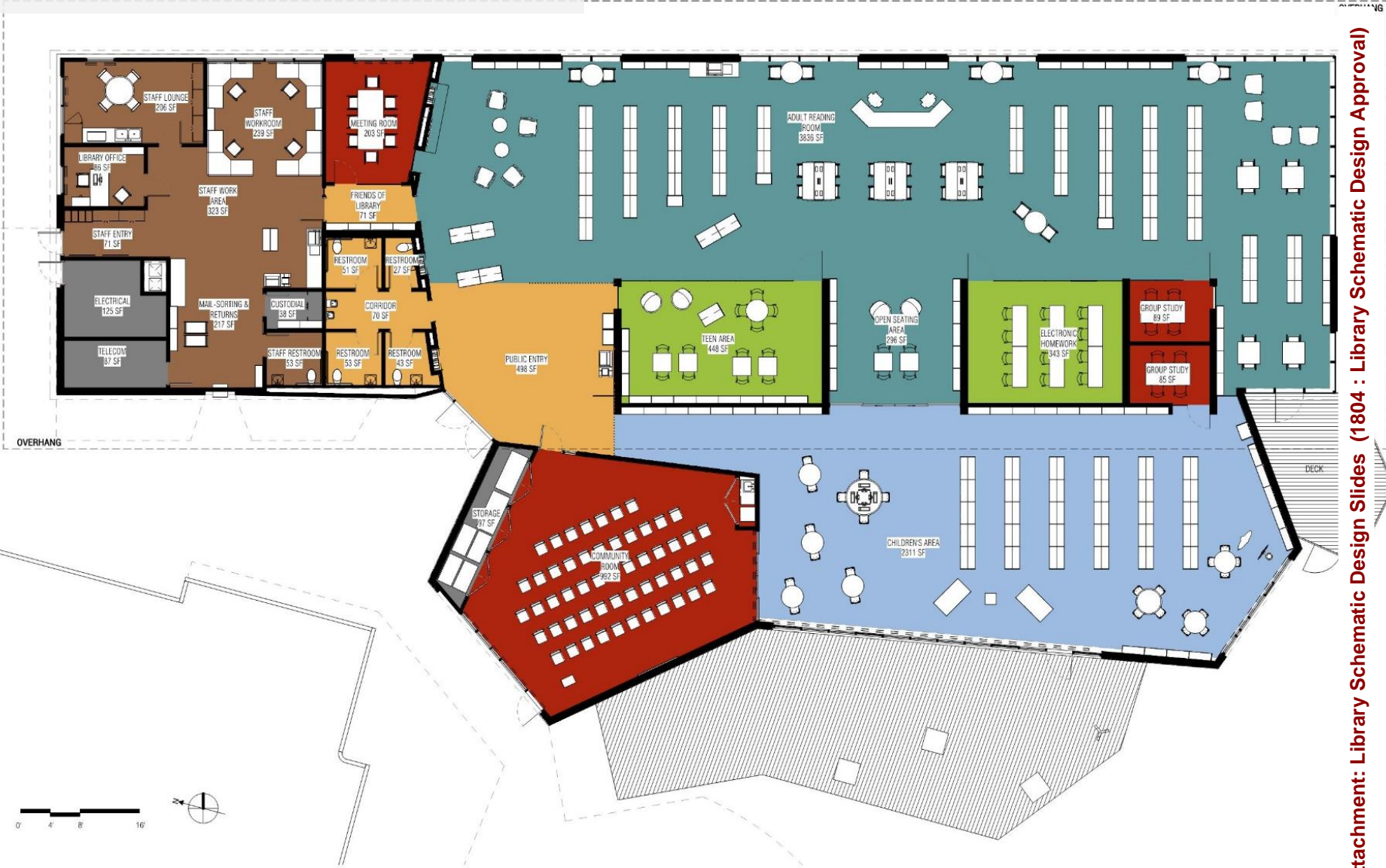
INTERIOR:

- PROVIDE FLEXIBLE SPACES
- PROVIDE DIGITAL ACCESS FOR ALL AGES
- BE MINDFUL OF ACOUSTICS

EXTERIOR:

- PRIMARILY POSITIVE RESPONSE TO ALL DESIGNS
- MAKE SURE TO DESIGN A BUILDING UNIQUE TO CAPITOLA
- CONSIDER REFERENCES TO LOCAL FOSSILS
- SPECIFY DURABLE MATERIALS
- CONSIDER SUSTAINABILITY AND NET ZERO DESIGN

FLOOR PLAN



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

ENTRY AND ENTRANCE TO COMMUNITY ROOM



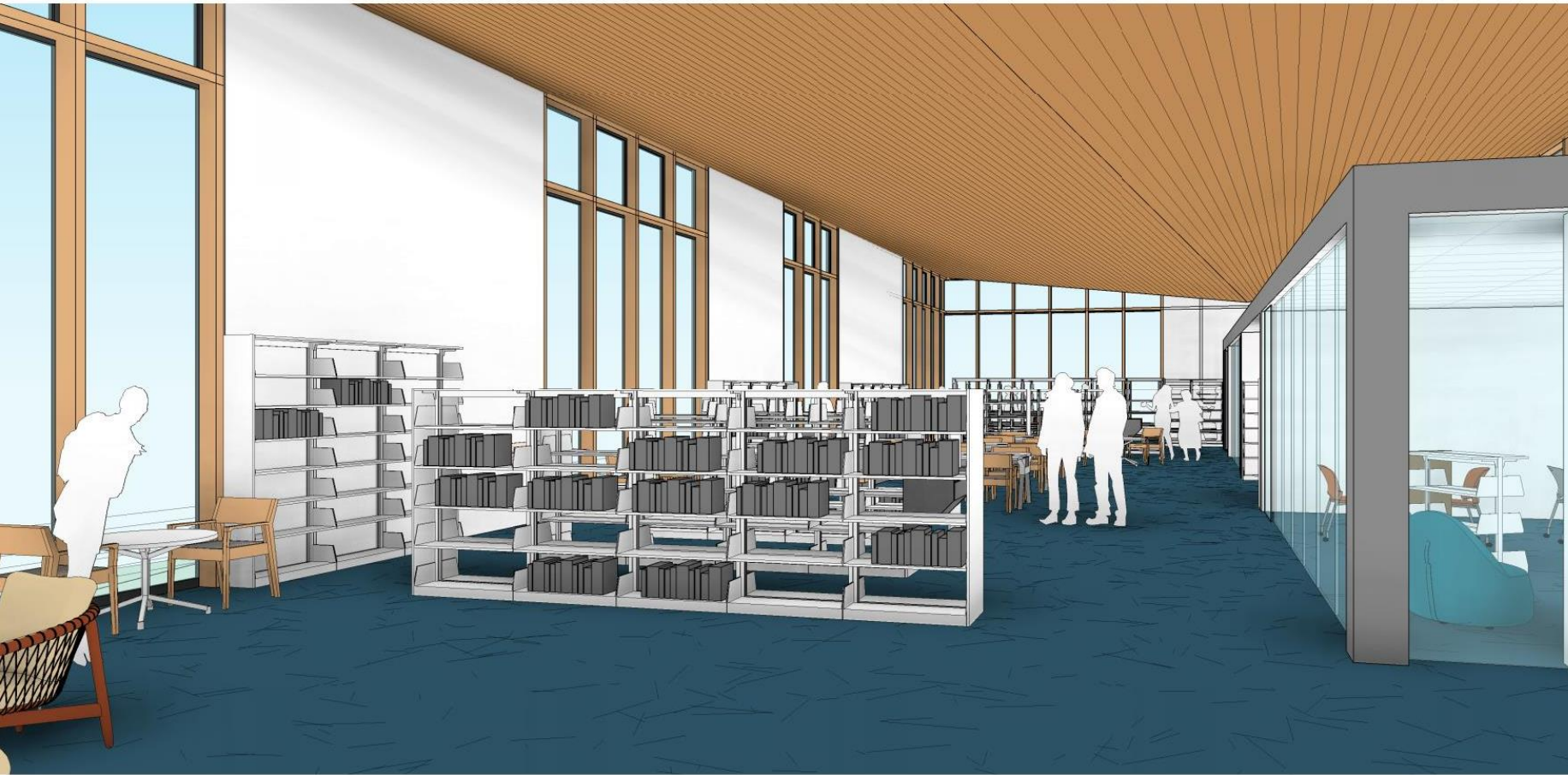
Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

ENTRY AND FIREPLACE



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

FROM ENTRY TO READING ROOM



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

FIREPLACE AND SEATING AREA



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

PUBLIC ENTRY FROM SERVICE DESK



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

SERVICE DESK TO TEEN AREA



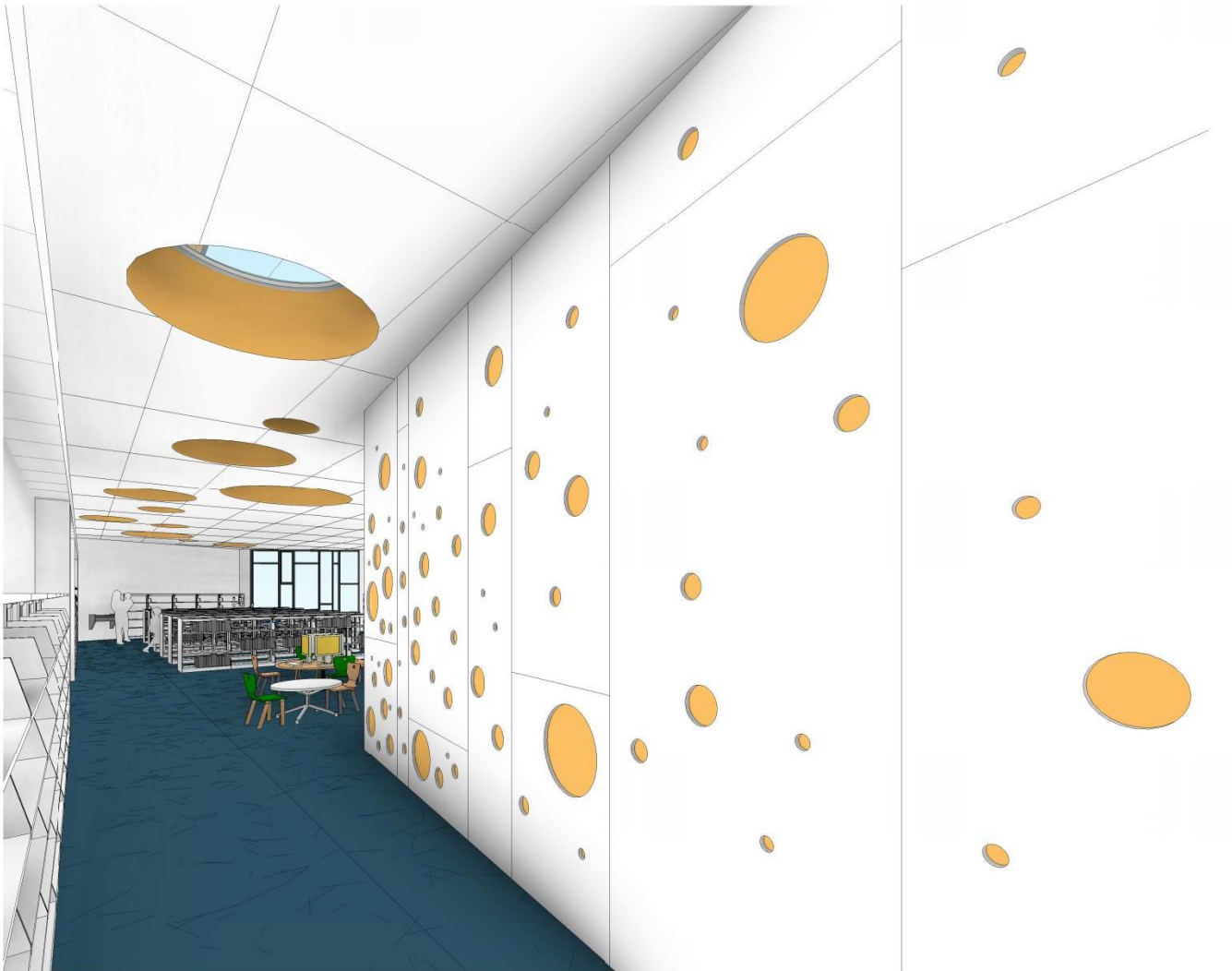
Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

TEEN ROOM



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

ENTRY TO CHILDREN'S AREA



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

CHILDREN'S AREA



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

CHILDREN'S AREA – SHIP'S PROW



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

COMMUNITY ROOM AND PORCH



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

VIEW FROM CLARES STREET



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

FROM CLARES & WHARF ROAD/DAY



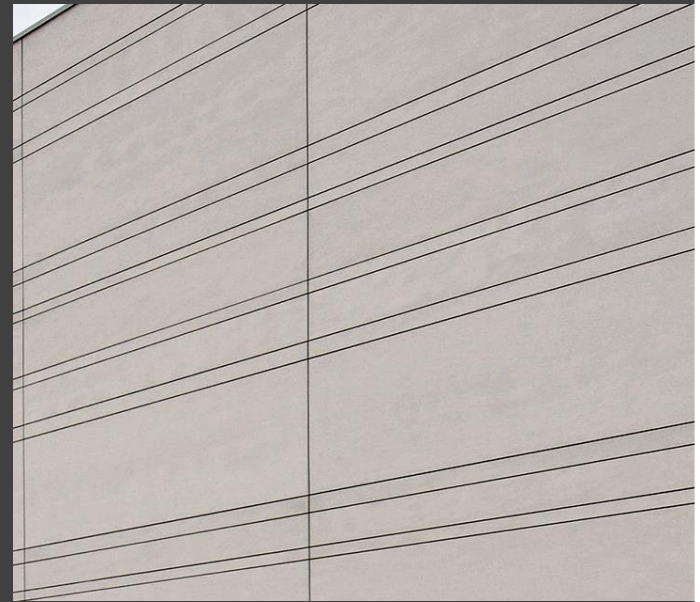
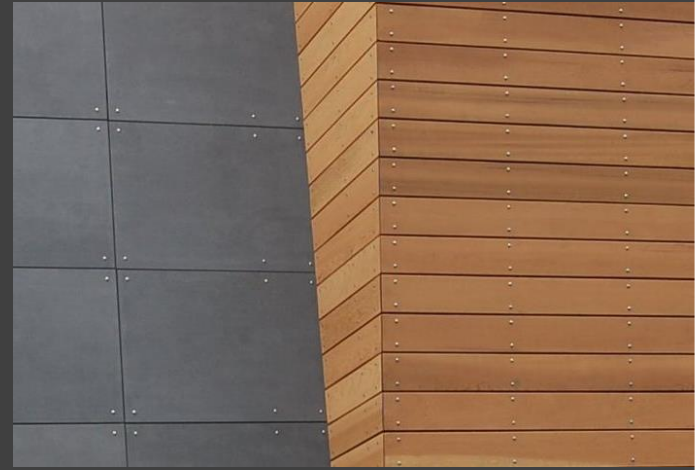
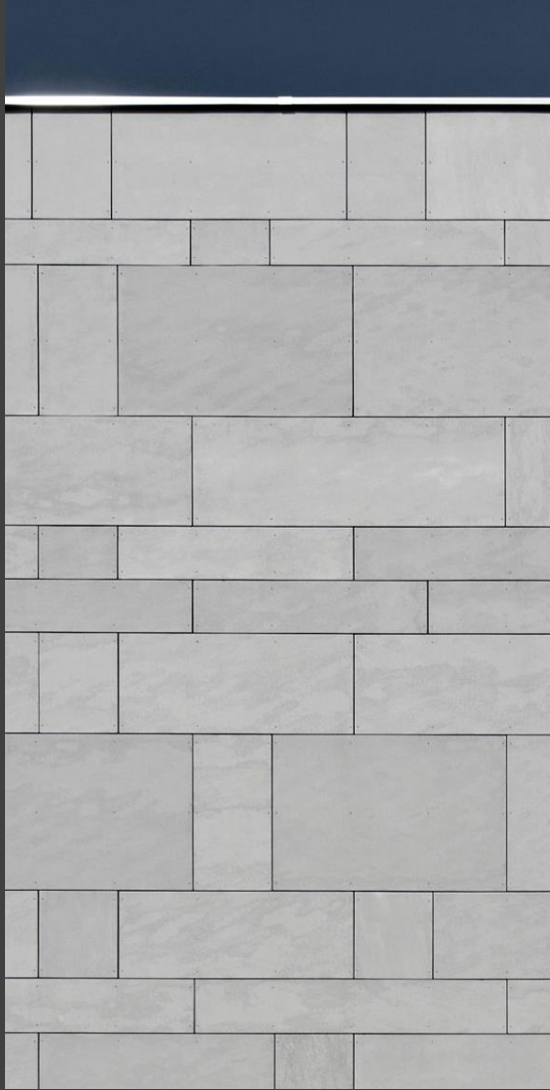
Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

FROM CLARES & WHARF ROAD/NIGHT



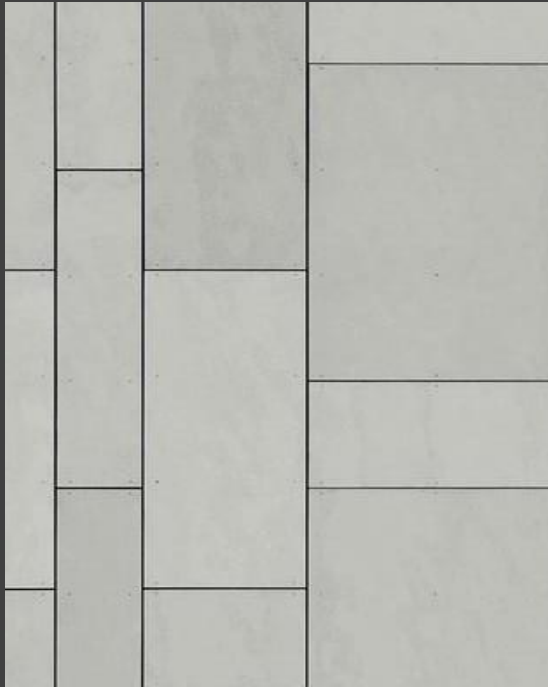
Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

EXTERIOR MATERIALS: MASONRY, WOOD, METAL



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)

EXTERIOR MATERIALS: MASONRY, WOOD, METAL



Attachment: Library Schematic Design Slides (1804 : Library Schematic Design Approval)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: City Manager Department

SUBJECT: Discuss Public Art Funding Budget for New Library

RECOMMENDED ACTION: Give direction on the budget for public art funding for the Capitola Branch Library.

BACKGROUND: In 2004, the City of Capitola passed an ordinance that established a funding mechanism for a public art program. The ordinance establishes criteria for how private projects either pay into the public art fund or install public art onsite. In addition, the ordinance requires a contribution to the public art fund from public construction projects with a building permit valuation in excess of \$250,000. The library would be the first public project that has met the criteria of an “eligible public construction project” since the ordinance was adopted in 2004.

Under the ordinance, the City must set a minimum of two percent of the total amount budgeted for each qualifying public project. Unlike private projects, public projects cannot contribute the in-lieu one percent of the project cost to the public art fund.

DISCUSSION: The total budget of the library includes funds from Measure S. Measure S provides approximately \$8 million of the project budget. These funds cannot be used for the acquisition of art and will be excluded from the public art funding percentage. Two percent of the remainder of the public art eligible funds will result in a public art fund contribution of between \$80,000 and \$120,000. The final amount will be determined by the valuation on the building permit application.

This amount will need to be added to the project budget as a contribution to the public art fund. Alternatively, if Council directs, staff can work with the architect to determine if elements of the project could be removed from the design and funded as public art projects. Another option is to use the two percent budgeted public art funds at another location.

Lastly, the City Council could amend the ordinance and remove the required two percent contribution for public projects, as the planned library design will incorporate and display many pieces of public art and the current project budget already exceeds initial estimates.

FISCAL IMPACT: Staff estimates that two percent of the eligible project budget will be between \$80,000 and \$120,000. Those funds would come from the City's General Fund contribution to the library project, and increase the overall project budget.

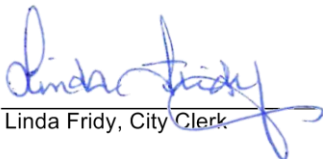
ATTACHMENTS:

1. Public Art Program

Discuss Public Art Funding and Opportunities for New Library
March 23, 2017

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:



Linda Fridy, City Clerk

3/17/2017

**Chapter 2.58
FUNDING THE PUBLIC ART PROGRAM**

Sections:

- [2.58.010](#) Purpose.
- [2.58.020](#) Definitions.
- [2.58.030](#) Public art account.
- [2.58.040](#) Applicability.
- [2.58.050](#) Funds for public art.
- [2.58.060](#) Funding exclusions from, and additions to, the public art program.
- [2.58.070](#) Application procedures for placement of required public art on private nonresidential property.
- [2.58.080](#) Approval for placement of public art on private nonresidential property.
- [2.58.090](#) Application procedure for acceptance of public art donated to the city.
- [2.58.100](#) Review of application for acceptance of public art donated to the city.
- [2.58.110](#) Certificate of occupancy.
- [2.58.120](#) Ownership of public art on private nonresidential property.
- [2.58.130](#) Removal or alteration of public art.
- [2.58.140](#) Program administration.

2.58.010 Purpose.

The city of Capitola wishes to enhance the cultural and aesthetic environment of the city, to encourage creativity, the appreciation of the arts and our cultural heritage. Through the establishment of a program of public art funded by private development, the city will promote the general welfare through balancing the community's physical growth and revitalization with its cultural and artistic resources. (Ord. 869 § 1, 2004)

2.58.020 Definitions.

- A. "Acquisition" means the acquirement of works of art by donation, purchase or commission.
- B. "Public place" means city or privately owned land or buildings which are open to the general public on a regular basis.
- C. "Eligible public construction project" means any capital improvement project of the city involving a public place as identified in the annual capital improvement budget of the city and which is paid for wholly or in part by city funds, nonresidential development project which exceeds a total building permit valuation of two hundred fifty thousand dollars as calculated by the city of Capitola building permit application.

EXCEPTION: "Eligible construction project" shall not include capital improvement projects for which

the sources of funds are limited to a specified purpose, or for which the terms of a contract, federal or state grant, law, or regulation prohibit or restrict the expenditure of funds on works of art. However, it shall be the policy of the city that all city departments shall, from the effective date of this ordinance, include a request for public art funding in all grant applications or other funding support requests for capital improvement projects to any outside funding agencies.

D. "Eligible private construction project" means and includes any private nonresidential redevelopment project with a total building permit valuation of two hundred fifty thousand dollars or more as calculated by the city of Capitola building permit application.

EXCEPTION: "Eligible private construction project" shall not include projects which consist only of heating, ventilation, air-conditioning, reroofing, cosmetic work that does not affect items regulated by the model building codes, and equipment not considered to be part of the architecture of the building or area.

E. Professional Artist or Artwork. It is the policy of the art and cultural commission that all artworks commissioned or acquired under the public art plan be designed by professional visual artists. A "professional artist" is a person who has established a reputation of artistic excellence, as judged by peers, through a record of exhibitions, public commissions, sale of works, or educational attainment.

F. Artwork may include, but is not limited to, the following:

1. Sculpture: free-standing, wall supported or suspended; kinetic, electronic; in any material or combination of materials.
2. Murals or portable paintings: in any material or variety of materials, with or without collage or addition of nontraditional materials or means.
3. Earthworks, fiber works, neon glass mosaics, photographs, prints, calligraphy, any combination of forms of media including sound, literary elements, film holographic images, and video systems; hybrids of any media and new genres.
4. Furnishings or fixtures, including but not limited to gates, railings, streetlights, signs, seating, if artist-created as unique elements or limited editions.
5. Artistic or aesthetic elements of the overall architecture or landscape design if created by a professional artist or a design team that includes a professional visual artist.
6. Temporary artworks or installations, as such artworks serve the purpose of providing community and educational outreach.
7. The incremental costs of infrastructure elements, such as sound walls, utility structures, roadway elements and other items if designed by an artist or design team that included an artist

as a co-designer.

Ineligible artworks:

1. Art objects which are mass produced or of standard manufacture, such as playground equipment, fountains or statuary elements, unless incorporated into an artwork by a project artist.
2. Reproductions, by mechanical or other means, of original works of art, except in cases of film, video, photography, printmaking or other media arts.
3. Decorative, ornamental, architectural or functional elements which are designed by the building architect, as opposed to the elements created by an artist commissioned for that purpose.
4. Landscape architecture and landscape gardening except where these elements are designed by a professional visual artist and/or are an integral part of the artwork.
5. Services or utilities necessary to operate and maintain an artwork over time.

G. "Total construction cost," as used in this chapter, means the valuation of the proposed structures or improvements, as calculated by the city of Capitola building permit application.

H. "Nonresidential development" means the construction of commercial, residential/ commercial, office, industrial projects or other projects which are not intended for residential purposes.

I. "Artist selection panel" means an ad-hoc committee formed and charged by the art and cultural commission for a limited period of time to recommend artists for individual projects or groups of projects. (Ord. 892 § 1, 2005; Ord. 869 § 1, 2004)

2.58.030 Public art account.

There shall be a noninterest-bearing account designated for public art, into which shall be deposited all fees paid pursuant to this chapter. This account shall be maintained by the city finance director and shall only be used for the acquisition, installation, and improvement (see Program Administration Section [2.58.140](#)) of public art in the city. (Ord. 869 § 1, 2004)

2.58.040 Applicability.

The program described in this chapter is a mandatory program, and the standards specified are minimum standards for compliance.

A. This chapter shall apply to all eligible public and private construction projects as defined by this ordinance having a total construction cost of two hundred and fifty thousand dollars or more, as

calculated by the city of Capitola building permit application. The obligation to comply with this chapter shall not be evaded by performing a series of small construction projects if the project could have been performed as a single construction project with in a three-year period.

B. This chapter shall apply to all expansion of, remodeling of, or tenant improvements to existing eligible buildings when any such work has a total construction cost of two hundred fifty thousand dollars or more, as calculated by the city of Capitola building permit application. (Ord. 892 § 2, 2005; Ord. 869 § 1, 2004)

2.58.050 Funds for public art.

A. Private Project Applicant. The project applicant shall acquire and install public art recommended by an art selection panel, with review by the art and cultural commission and approval of the city council, in a public place on or in the vicinity of the development project site. The minimum cost of the public art, including installation, shall be determined by the following:

1. After the effective date of this chapter, if a private developer makes application for a permit to develop a nonresidential project with a total building permit valuation of at least two hundred fifty thousand dollars, excluding land acquisition, not less than two percent of the project budget shall be set aside for the acquisition of art for incorporation into the project or for placement in the general vicinity of the project.
2. The private developer may, with city council approval, in lieu of incorporating public art in their project, deposit an amount equal to one percent of the total building permit valuation with the city, to be used for public art elsewhere in the city. Deposits of funds for public art from the private developer or for the in-lieu payment shall be made to the city prior to the issuance of a building permit for the project.

B. City Projects.

1. The city council shall provide in the annual capital improvement budget for an amount of not less than two percent of the total amount budgeted for each “eligible construction project” to be set aside and identified as sources of funds to be appropriated and expended for acquisition of works of art in accordance with this section. Appropriations for purposes of acquiring works of art in order to carry out the provisions of this chapter shall be made in accordance with law and the budgeting procedures of the city.
2. Appropriations for works of art may be expended to acquire works of art for any public place if the terms of a contract, federal or state grant, law or regulation do not limit or restrict the funds so appropriated to use for a specific “eligible public or private construction project.”
Appropriations for works of art shall only be expended for acquisition of works of art to be located on the premises of a specific “eligible public or private construction project” if the terms

of a contract, federal or state grant, law, or regulation do limit or restrict the use of funds to a specific “eligible construction project” only.

3. Subject to applicable law, appropriations and expenditures for works of art may include, but are not limited to, the costs and expenses incurred in the process of selecting and installing works of public art and for design and planning services of artists, as well as program administration and project management.

4. The city council shall approve the acquisition of works of art to be funded under the capital improvement budget.

5. All artwork donated to the city shall become the property and responsibility of the city upon acceptance of the city council.

6. Other Public Agencies. If the city enters into an agreement with another public agency, whereby city or agency funds are transferred to such agency for the purpose of performing a capital improvement project which would otherwise be deemed an “eligible construction project” under this chapter, such agreement shall provide, whenever it is lawful or appropriate to do so, that the recipient agency or its successor in interest shall take appropriate measures to insure that not less than two percent of the city or agency funds so transferred are expended for acquisition of works of art. (Ord. 892 § 3, 2005; Ord. 869 § 1, 2004)

2.58.060 Funding exclusions from, and additions to, the public art program.

City manager responsibilities:

A. The city manager, in conjunction with the submission of the annual capital budgets of the city, and unless otherwise prohibited by law from doing so, may:

1. Propose funds to be added to the public art program, which funds may be utilized to place works of art in existing public places which do not otherwise qualify as “eligible public construction projects.”
2. Prior to the submission of the city’s proposed annual capital improvement project budget to the city council, the city manager shall notify the art and cultural commission of: (i) those capital improvement projects which are designated “eligible public construction projects” in the budget; and (ii) any proposed discretionary funds proposed for addition to the public art program.
3. The following provisions shall apply to the two percent minimum public art calculation only in those circumstances in which the city receives funds from persons, firms, organizations or other agencies which are restricted as to the use of such funds for works of art, or which such funds are otherwise restricted by law or regulation:

a. If the terms of a contract, federal or state grant, law or regulation prohibit the use of funds in connection with an “eligible public construction project” for expenditure upon works of art, then the basis on which the public art funding percentage is applied will exclude any funds which are so prohibited or restricted.

b. If the terms of a contract, federal or state grant, law or regulation provide that any additional expenditure by the city on works of art for an otherwise “eligible public construction project” shall reduce the amount of funds received by the city for the project, then the project may be wholly or partially exempted from the provisions of this chapter. (Ord. 892 § 3, (part), 2005; Ord. 869 § I (part), 2004)

2.58.070 Application procedures for placement of required public art on private nonresidential property.

An application for placement of public art on private nonresidential property shall be submitted to the community development director and shall include:

- A. Preliminary sketches, photographs or other documentation of sufficient descriptive clarity to indicate the nature of the proposed public art;
- B. An appraisal or other evidence of the value of the proposed public artwork, including acquisition and installation costs;
- C. Preliminary plans containing such detailed information as may be required the art and cultural commission to adequately evaluate the location of the artwork in relation to the proposed development and its compatibility to the proposed development, including compatibility with the character of adjacent conforming developed parcels and existing neighborhoods;
- D. A narrative statement to be submitted to the community development director to demonstrate that the public art will be displayed in an area open and freely available to the general public, or that public accessibility will be provided in an equivalent manner based on the characteristics of the artwork or its placement on the site. (Ord. 869 § 1, 2004)

2.58.080 Approval for placement of public art on private nonresidential property.

- A. Applications completed in accordance with Section [2.58.070](#) shall be submitted to the art and cultural commission for review and recommendation to the city council of public art in accordance with this chapter.
- B. The art and cultural commission upon receipt of a completed application shall convene an art selection panel to review the proposed public art using adopted public art evaluation criteria.
- C. The recommended completed application shall be forwarded by the art and cultural commission to

the city council, which shall have the sole authority to accept, reject or conditionally accept the project.

D. All approvals for placement of public art on private property shall be obtained prior issuance of a certificate of occupancy. (Ord. 892 § 4, 2005; Ord. 869 § 1, 2004)

2.58.090 Application procedure for acceptance of public art donated to the city.

An application for the donation of public art to the city shall be submitted to the art and cultural commission and shall include:

- A. Preliminary sketches, photographs, models or other documentation of sufficient descriptive clarity to indicate the nature of the proposed public art;
- B. An appraisal or other evidence of the value of the proposed public art, including acquisition and installation costs;
- C. A written agreement executed by or on behalf of the artist who created the public art which expressly waives his or her rights under the California Art Preservation Act or other applicable law;
- D. Other information as may be required by the art and cultural commission to adequately evaluate the proposed donation of public art. (Ord. 869 § 1, 2004)

2.58.100 Review of application for acceptance of public art donated to the city.

- A. The art and cultural commission shall convene an art selection panel to review the proposed public art, using adopted public art evaluation criteria.
- B. Upon recommendation of the art selection panel, the public art application shall be reviewed by the art and cultural commission.
- C. Following the review, the art and cultural commission shall forward the public art application to the city council, which shall have the sole authority to accept, reject or conditionally accept the donation. (Ord. 869 § 1, 2004)

2.58.110 Certificate of occupancy.

The following requirements must be met prior to the city's issuance of a certificate of occupancy:

- A. Full compliance with one of the following:
 1. The approved public art has been placed on the site of the approved project, in a manner satisfactory to the building official and the Capitola art and cultural commission; or
 2. In-lieu art fees have been paid.

B. If public art has been placed on the site of the approved project, the applicant must execute and record with the county recorder covenants, conditions and restrictions (CC&Rs), which require the property owner, successor in interest and assigns to:

1. Maintain the public art in good condition as required by the city's public art guidelines;
2. Indemnify, defend and hold the city and related parties harmless from any and all claims or liabilities from the public art, in a form acceptable to the city attorney;
3. Maintain liability insurance, including coverage and limits as may be specified by the city manager. (Ord. 892 § 5, 2005; Ord. 869 § 1, 2004)

2.58.120 Ownership of public art on private nonresidential property.

A. All public art placed on the site of an applicant's project shall remain the property of the applicant; the obligation to provide all maintenance necessary to preserve the public art in good condition shall remain with the owner of the site.

B. Maintenance of public art, as used in this chapter, shall include without limitation, preservation of the artwork in good condition to the satisfaction of the city, protection of the public art against physical defacement, mutilation or alteration, and securing and maintaining fire and extended coverage insurance and vandalism coverage in an amount to be determined by the city manager. Prior to placement of approved public art, applicant and owner of the site shall execute and record a covenant, in a form approved by the city, requiring maintenance of the public art. Failure to maintain the public art as provided in this chapter is declared to be a public nuisance.

C. In addition to all other remedies provided by law, in the event the owner fails to maintain the public art, upon reasonable notice the city may perform all necessary repairs and maintenance or secure insurance, and the costs therefore shall become a lien against the real property.

D. All artwork donated to the city shall become the property and responsibility of the city upon acceptance by the city council. (Ord. 869 § 1, 2004)

2.58.130 Removal or alteration of public art.

A. Public art installed on or integrated into a construction project pursuant to the provisions of this chapter shall not be removed or altered without the approval of the city council.

B. If any public art provided on a development project pursuant to the provisions of this chapter is knowingly removed by the property owner without prior approval, the property owner shall contribute funds equal to the development project's original public art requirement to the city's public art in-lieu account, or replace the removed artwork with one which is of comparable value and approved by the city council. If this requirement is not met, the occupancy permit for the project may be revoked by

the city council upon due notice and an opportunity to be heard. The city may, in addition, pursue any other available civil or criminal remedies or penalties. (Ord. 869 § 1, 2004)

2.58.140 Program administration.

A. Up to twenty percent of the percent for art allocations may be expended on program administration, project management and community outreach activities, including, but not limited to, staffing, artist selection, publicity, community education activities, project documentation, consultants, and other activities necessary for the administration of the program.

B. Maintenance. Proceeds of the percent for art program shall not be used for maintenance of the public art collection. Routine and preventive maintenance of works of art shall be funded by the city council and performed by the public works department, under the guidance of the art and cultural commission. The art and cultural commission as part of the annual budget process shall submit requests for non-routine and restorative maintenance, as well as other curatorial services. (Ord. 869 § 1 (part), 2004)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 23, 2017

FROM: Community Development

SUBJECT: 835 BAY AVE. #17-003 APNs: 035-011-03, 035-381-01
Extension request for a Conditional Use Permit for the temporary display of a model manufactured home and temporary sign for Ideal Homes and extension of temporary storage of vehicles for the Toyota dealership in the CC (Community Commercial) Zoning District. Environmental Determination: Categorical Exemption Property Owner: Redtree Properties Representative: Richard Emigh, filed: 1/9/17

RECOMMENDED ACTION: Approve the requested permit extension for two additional years.

BACKGROUND: In 2012, the City Council considered the Planning Commission's negative recommendation for the temporary display of a model manufactured home by Ideal Homes, a business that sells manufactured homes, mobile homes, and real estate. At that hearing, the Council approved a one-year conditional use permit for the model manufactured home display, with the option of the applicant returning to the City Council for continuing the use.

In 2013, the City Council reviewed a request for permanent approval of a conditional use permit and monument sign. On a 3-1 vote, the City Council approved a two-year extension of the conditional use permit and monument sign, maintaining that both are temporary.

On February 26, 2015, the City Council approved the two-year extension request from Ideal Homes including the temporary storage of vehicles.

On January 9, 2017, the City received the current application, a two-year extension request from Ideal Homes and Toyota for the temporary display of a model manufactured home, monument sign, and temporary storage of vehicles.

The display of a model manufactured home is not listed as a permitted or conditional use in the CC (Community Commercial) zoning district. Therefore, pursuant to Capitola Municipal Code 17.27.060 (R), this use is subject to approval by the City Council upon the recommendation of the Planning Commission. This section can generally be used as a "catch all" for uses that are not specifically listed in the CC zoning section, but could be compatible and appropriate for the zoning district.

DISCUSSION: Ideal Homes' primary business is to install new manufactured homes on private property or in mobile home parks. The Ideal Homes office is located in a multi-tenant building at 831 Bay Avenue, facing directly onto Bay Avenue. The temporary conditional use permit

835 Bay Avenue CUP extension
March 23, 2017

allowed the 1,500-square-foot display model mobile home on the vacant property to the north of the 831 Bay Avenue office, commonly known as the “Grimes property.”

The model is setback 150 feet from the front property line (Bay Avenue) and maintains a 27-foot setback from the southern property line. Access is gained via a four-foot- wide asphalt walkway that connects the existing office to the model, meeting minimum ADA standards. The model home maintains the same hours of operation as the Ideal Homes office, which are 9 a.m. to 6 p.m. Monday through Thursday and 9 a.m. to 5 p.m. Friday, Saturday, and Sunday. There are planter boxes located along the frontage of the model, including two 50-gallon box trees. At the time of the previous extension, the applicant repaired the fence and updated the landscape with stones and mulch. In preparation for the current extension, the applicant updated the front landscaping with new flowers and mulch, installed one 50-gallon tree, and painted the fence along the front of the property.

Ideal Homes is also requesting a third extension for the temporary monument sign. The sign is located to the south of the existing driveway within the Grimes property. It is set approximately three feet back from the existing sidewalk. The 16-square-foot monument sign is two feet high.

During the 2015 request for extension, the Toyota dealership on Auto Plaza Drive was under construction. Toyota requested a conditional use permit for temporary storage of vehicles to store cars behind the mobile home display as part of its construction staging. The vehicle storage and fencing was conditioned to be removed upon completion of construction of the Toyota dealership. Construction is now complete, but due to demand and necessary inventory, Toyota is requesting extension of the temporary vehicle storage conditional use permit. The storage area is located behind the mobile home display and is screened from the street with a mesh lined chain link fence. There are no signs or advertising calling attention to the cars.

Ideal Homes and Toyota have remained in compliance with the conditions of approval for the conditional use permits. The City did not receive any code enforcement complaints during the past two-year extension.

Pursuant to §17.81.160, prior to expiration of a permit, the applicant may apply for an extension. The application to extend shall be reviewed by the body which approved the permit. If approved by the City Council, the following conditions will apply.

FISCAL IMPACT: None

CONDITIONS:

1. The project approval consists of a temporary two-year Conditional Use Permit for Ideal Homes to display a model manufactured home and a monument sign and for Toyota to store vehicles at 835 Bay Avenue.
2. Any significant modifications to the size or exterior appearance of the structure or storage area must be approved by the City Council.
3. The application shall be reviewed by the City Council upon evidence of non-compliance with conditions of approval or applicable municipal code provisions.
4. Business hours will be limited to 8:00 a.m. - 8:00 p.m.
5. The structure shall be set back a minimum of 150 feet from the front (Bay Ave) property line.
6. The use permits and monument sign permit shall be permitted for two years from the date of extension approval (March 23, 2017). Ideal Homes and Toyota can apply for an extension prior to expiration on March 23, 2019.

835 Bay Avenue CUP extension
March 23, 2017

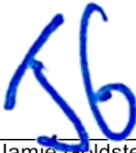
7. Ideal Homes previously removed its wall sign to install the monument sign as required within the February 14, 2013, City Council approval. The monument sign is temporary and shall be removed at use termination or permit expiration. The wall sign may be reinstalled after the monument sign is removed.
8. Sandwich board and other movable freestanding signs are prohibited. Any sign violation shall be cause to schedule the Conditional Use Permit for revocation before the City Council.
9. The site shall be maintained in good conditions. The area between the road and the parking lot shall be visually maintained throughout the duration of the extension including the fence and the landscape strip.

ATTACHMENTS:

1. 835 Bay Avenue siteplan and sign
2. Extension Request Toyota
3. Routh Public Comment 835 Bay Ave
4. 835 Bay Avenue photos

Report Prepared By: Katie Herlihy
Senior Planner

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

3/17/2017



Attachment: 835 Bay Avenue siteplan and sign (1733 : 835 Bay Avenue CUP extension)

IDEAL HOMES
 "YOUR MANUFACTURED HOME PROFESSIONALS"
OPEN DAILY 9-6




8'

2'



IDEAL HOMES
 "YOUR MANUFACTURED HOME PROFESSIONALS"
OPEN DAILY 9-6



8'

2'

1" = 1' SCALE

Attachment: 835 Bay Avenue siteplan and sign (1733 : 835 Bay Avenue CUP extension)

Herlihy, Katie (kherlihy@ci.capitola.ca.us)

From: Gary Shipman <gary@santacruztoyota.com>
Sent: Wednesday, December 28, 2016 12:11 PM
To: Cattan, Katie (kcattan@ci.capitola.ca.us)
Cc: Charles Canfield; Karl Rice
Subject: 835 Bay Ave
Attachments: CCF12282016.pdf

Katie,
Good Morning. I hope you're Christmas was enjoyable.

I've attached a copy of the Zoning Permit we (Toyota of Santa Cruz) were able to combine with Ideal Homes for 2015/2016. We anticipated there would be no need for the additional storage once construction at 4200 Auto Plaza was completed. However due to increased sales volume and the necessity of increasing inventory to accommodate those sales we have continued to utilize the area adjacent to Ideal Homes on a month to month basis. We are looking for a more permanent solution to the inventory storage however in the meantime the permit is expiring. We have maintained the property as originally requested and Redtree Properties is willing to continue letting us use the area for temporary vehicle storage however they have requested we obtain a separate permit.

We understand this would be temporary however could you or someone you designate let me know what we need to do to move forward on this request.

Thank you,
Gary Shipman

Attachment: Extension Request Toyota (1733 : 835 Bay Avenue CUP extension)

Fridy, Linda (lfridy@ci.capitola.ca.us)

From: Michael routh <qwakwak@icloud.com>
Sent: Tuesday, March 14, 2017 8:46 AM
To: City Council
Subject: CUP for 835 Bay Ave

Mayor and Council members,

The zoning ordinance establishes regulations for the CC zone that requires businesses to be conducted entirely within an enclosed building. Previously, the language prohibited outdoor displays in the CC zone. I believe "entirely within a close building" and prohibiting outdoor displays mean the same thing.

The manufactured home display at 835 Bay is nothing more than an outdoor display of a product sold by Ideal Homes, a business located in the adjacent office building. It violated the zoning ordinance when originally approved and a continuation of the CUP will also be in violation of the zoning ordinance.

Why would the city want the first visual people encounter as they enter Capitola to be a vehicle storage area and a mobile home display? You have an opportunity to correct a mistake made several years ago when the Planning Commission, on a split vote, allowed the mobile home display. Bay Ave is a hodgepodge of uses, many run down and in need of renovation. Why add to the unsightliness of the primary entrance to the Village and beach?

I urge the Council to deny this application.

Respectfully,

Mick Routh

Sent from my iPad



Attachment: 835 Bay Avenue photos (1733 : 835 Bay Avenue CUP extension)



Attachment: 835 Bay Avenue photos (1733 : 835 Bay Avenue CUP extension)