

# City of Capitola Agenda

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



**REVISED**

## **CAPITOLA CITY COUNCIL REGULAR MEETING**

**THURSDAY, MARCH 24, 2016**

**7:00 PM**

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

## **CLOSED SESSION - 6:30 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 REAL PROPERTY NEGOTIATOR (Govt. Code §54956.8)**

Property: 2091 Wharf Road, APN 034-241-05, Capitola, CA  
City Negotiator: Jamie Goldstein, City Manager  
Negotiating Parties: Joseph K. and Debbie A. Genge  
Under Negotiation: Terms for potential purchase of property by City

**REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7:00 PM**

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

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

**1. ROLL CALL AND PLEDGE OF ALLEGIANCE**

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

**2. PRESENTATIONS**

A. Proclamation in the Observance of American Red Cross Month  
RECOMMENDED ACTION: None.

B. Presentation by Rosemary Menard, City of Santa Cruz Water Director, regarding the Santa Cruz Water Supply Advisory Committee's Recommended Water Supply Augmentation Strategies  
RECOMMENDED ACTION: Receive Presentation.

**3. REPORT ON CLOSED SESSION**

**4. ADDITIONAL MATERIALS**

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

A. Item 10.C. Emails from the Public regarding the Red Light at 41st Avenue and Clares Street

B. Item 11.B. Emails from the Public regarding the In-Lieu Parking Fee Program

**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.*

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA  
March 24, 2016

**7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS**

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

**8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS**

- A. Make Nominations for a City Council Representative and Alternate Representative to the Newly Formed "FAA Select Subcommittee on South Bay Arrivals"  
RECOMMENDED ACTION: Nominate Council Representatives.

**9. REPORT FROM CITY REPRESENTATIVES TO REGIONAL BOARDS / COMMISSIONS**

**10. CONSENT CALENDAR**

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

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

- A. Consider the March 10, 2016, Regular City Council Minutes  
RECOMMENDED ACTION: Approve Minutes.
- B. Approval of City Check Registers dated February 5, February 11, February 19, and February 26, 2016  
RECOMMENDED ACTION: Approve Check Register Reports.
- C. Consider a Resolution to Establish Hours That Would Prohibit a Right Hand Turn on a Red Light at the Intersection of 41st Avenue and Clares Street  
RECOMMENDED ACTION: Consider a Resolution setting hours that would prohibit a right turn on a red light from 10:00 a.m. to 6:00 p.m. at Clares Street and 41<sup>st</sup> Avenue.
- D. Accept the Capitola Avenue Storm Drain Project as Complete  
RECOMMENDED ACTION: Accept the Capitola Avenue Storm Drain Repair Project constructed by Johnson & Company, Inc, as complete at a final cost of \$110,567.40, and authorize the Director of Public Works to release the contract retention of \$11,056.74 in 35 days following the recordation of the Notice of Completion.

**11. GENERAL GOVERNMENT / PUBLIC HEARINGS**

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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA  
March 24, 2016

- A. Approve the Surfers Path Special Event Permit  
RECOMMENDED ACTION: Approve the new special event request for the Surfer's Path Hang Ten and Hang Five event and to move the Surfer's Path 10k/5k to February 26, 2017.
- B. Review of In-Lieu Parking Fee Program  
RECOMMENDED ACTION: Receive presentation and provide direction.
- C. Authorize Further Expenditure for Engineering Staff Augmentation in the Public Works Department up to \$100,000 within the Capital Improvement Program  
RECOMMENDED ACTION: Authorize Expenditure.
- D. Zoning Code Update Progress Report  
RECOMMENDED ACTION: Receive Report.

**12. ADJOURNMENT**

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

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

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

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

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

# CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA

## March 24, 2016

**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](http://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 24, 2016

FROM: City Manager Department

SUBJECT: Proclamation in the Observance of American Red Cross Month

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RECOMMENDED ACTION: None.

DISCUSSION: The City would like to recognize the American Red Cross for helping those in need during disasters. The Red Cross provides support to individuals and families recovering from, preparing for, and preventing disasters. The American Red Cross is an independent, nonprofit organization that depends upon the generosity of our local community for financial support.

ATTACHMENTS:

1. American Red Cross Month Proclamation

Report Prepared By: Susan Sneddon  
City Clerk

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

Jamie Goldstein, City Manager

3/17/2016

# City of Capitola Mayor's Proclamation

## Honoring American Red Cross Month 2016

*WHEREAS, American Red Cross Month is a special time to recognize and thank our Everyday Heroes – those who reach out to help people in need; and*

*WHEREAS, American Red Cross heroes help disaster victims recover. They give blood to help a hospital patient. They brighten the day of an injured service member. They step forward to help someone having a heart attack; and*

*WHEREAS, we would like to remember our heroes here in Capitola who help people in need. They work tirelessly to assist their neighbors when they need a helping hand; and*

*WHEREAS, across the country and around the world, the American Red Cross responded to disasters. When an injured service member ended up in a hospital far from home, the American Red Cross offered comfort. When a hospital patient needed blood, American Red Cross blood donors helped them. When a lifeguard jumped in to save a drowning child or someone stepped up to help a heart attack victim, the American Red Cross was there; and*

*WHEREAS, we dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission; and*

*NOW, THEREFORE, I, Ed Bottorff, Mayor of Capitola, California, by virtue of the authority vested in me by the Constitution and laws of Capitola and California, do hereby proclaim March 2016 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.*

*IN WITNESS WHEREOF, I have hereunto set my hand this 24<sup>th</sup> day of March, 2016, two thousand and sixteen, and of the Capitola, California.*



Ed Bottorff, Mayor

Signed and sealed this 24<sup>th</sup> day of March, 2016



# CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 24, 2016

FROM: City Manager Department

SUBJECT: Presentation by Rosemary Menard, City of Santa Cruz Water Director, regarding the Santa Cruz Water Supply Advisory Committee's Recommended Water Supply Augmentation Strategies

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RECOMMENDED ACTION: Receive Presentation.

DISCUSSION: The City of Santa Cruz's Water Supply Advisory Committee completed its work and made its recommendations to the Santa Cruz City Council in October of 2015. Rosemary Menard, Santa Cruz' Water Director, will present the results of the Committee's work and answer questions from Capitola Council members and staff. The recommendations include a range of actions involving additional water conservation measures and developing additional storage of winter water in local groundwater aquifers, which would also contribute to the replenishment of depleted groundwater aquifers. The plan also includes back-up measures to develop an additional source of supply using either advanced treated recycled water or desalinated water should the groundwater storage plan not prove to be capable of fully meeting the goal of developing 3 billion gallons (approximately the size of the current Loch Lomond reservoir) of additional storage to provide necessary supplies during dry years.

FISCAL IMPACT: None

Report Prepared By: Susan Sneddon  
City Clerk

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

Jamie Goldstein, City Manager

3/17/2016



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

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**From:** Sneddon, Su (ssneddon@ci.capitola.ca.us)  
**Sent:** Monday, March 14, 2016 7:49 AM  
**To:** 'Roberta Jackson'  
**Cc:** Escalante, Rudy (rescalante@ci.capitola.ca.us)  
**Subject:** RE: "No right on red @ Clares and 41st"

Thank you for your comments regarding this March 24, 2016, Capitola City Council meeting item. I will add your comments to additional material for the meeting.

Sincerely,

Susan Sneddon, City Clerk  
City of Capitola  
420 Capitola Avenue  
Capitola, CA 95010  
P | 831-475-7300 F | 831-479-8879  
[www.cityofcapitola.org/](http://www.cityofcapitola.org/)

**From:** Roberta Jackson [mailto:birdie@warpline.org]  
**Sent:** Friday, March 11, 2016 12:37 PM  
**To:** City Council <citycouncil@ci.capitola.ca.us>  
**Subject:** "No right on red @ Clares and 41st"

Rudy Escalante informed me that this topic would be up for discussion at the next meeting. I recommend that we change the sign to say "No right on red from 10:00 am and 6:00 pm". I hope that this would be a successful first step in alleviating the traffic concern at that corner.

Sincerely, Roberta Jackson

*Birdie Jackson*  
[birdie@warpline.org](mailto:birdie@warpline.org)

Communication: Item 10.C. Emails from the Public regarding the Red Light at 41st Avenue and Clares Street (ADDITIONAL MATERIALS)

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

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**From:** Barry Kane <sfobayguy@gmail.com>  
**Sent:** Tuesday, March 15, 2016 3:31 PM  
**To:** City Council  
**Cc:** Escalante, Rudy (rescalante@ci.capitola.ca.us)  
**Subject:** No Right Turn on Red at 41st & Clares - Support Chief's Proposed Time Changes

Dear City Council Members,

I want to thank our Police Chief Rudy Escalante for reaching out to our neighborhood about our issues with the no right turn onto 41st on red issue. He listened and talked to a group of us and offered a compromise that allows non-peak time turns on red and still protects the intersection during peak hours with no right turns.

I fully support his compromise proposal to the Council to change the times for the no turn on red from Clares to 10AM to 6PM. This will help us greatly during non-peak traffic hours.

We also discussed potential "Do not block the Box" striping for the intersection and enforcement to help mitigate the blocking of any turns from Clares Street westbound turn lane onto 41st Ave during peak travel/vacation/holiday times by north bound drivers on 41st who enter and then sit in the intersection, blocking our ability to turn onto 41st during the Clares green signal rotation. This is one of our biggest problems at the turn lane during heavy traffic and prevents anyone from turning onto 41st from Clares through 1 or 2 signal rotations. I have witnessed some road rage exhibited at the drivers on 41st blocking the intersection, which is never good for traffic safety.

Thank you for all you do for our city and taking the time to read my email letter and thank you again to Chief Escalante for his outreach and concern for our neighborhood.

Warm Regards,  
Barry Kane  
1780 46th Ave

Communication: Item 10.C. Emails from the Public regarding the Red Light at 41st Avenue and Clares Street (ADDITIONAL MATERIALS)

**Deiter, Michele (MDeiter@ci.capitola.ca.us)**

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**From:** Nichols, Liz (lnichols@ci.capitola.ca.us)  
**Sent:** Monday, March 21, 2016 9:38 AM  
**To:** Deiter, Michele (MDeiter@ci.capitola.ca.us)  
**Subject:** FW: Item 11b In-lieu parking

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**From:** Rich Didday [mailto:rich@Indecsystems.com]  
**Sent:** Sunday, March 20, 2016 7:43 PM  
**To:** City Council  
**Subject:** Item 11b In-lieu parking

March 19, 2016

Re:Item 11B Review of in-lieu parking program

Dear City Council,

I would like to address the question of in-lieu parking. As a member of the Traffic and Parking Commission, I know that the Commission recently discussed the topic of construction of a parking structure. The majority of the Commission were opposed to the idea of planning for a parking structure. They felt that the price is prohibitive and that the people of Capitola are largely opposed to such an expenditure. In the past, the Traffic and Parking Commission did a lot of work planning for a parking structure and was actively in favor of building a parking structure. At that time, I and some other members of the T&P Commission were in favor of the parking structure because we hoped that if the City of Capitola could increase the number of public parking spaces, the residents could benefit from it in the form of more permit parking in the neighborhoods most affected by tourist and employee parking. We all love our historic beach houses in the Central Village but unfortunately they usually have no off-street parking and their small streets are inundated with tourist and employees in search of parking. I think the City of Capitola needs to do something for these residents in the way of creating permit parking for some of the streets most affected by tourism.

Also I believe that the residents of Capitola have spoken loudly and clearly regarding their opposition to a large hotel on the theater site. So I think neither a parking structure or a large hotel are in our future. But I do not think we should partition those 57 parking spaces out one by one for additions to businesses or residences. I believe that there might be a better use for those parking spaces, such as more permit parking in the neighborhoods, and that the Council should put any action on this on hold at this time and solicit public opinion on the best use of these parking places.

Sincerely,

Margaret Kinstler  
323 Riverview Avenue  
831-476-1340

Communication: Item 11.B. Emails from the Public regarding the In-Lieu Parking Fee Program (ADDITIONAL MATERIALS)

**Deiter, Michele (MDeiter@ci.capitola.ca.us)**

**From:** Nichols, Liz (lnichols@ci.capitola.ca.us)  
**Sent:** Wednesday, March 23, 2016 2:59 PM  
**To:** Deiter, Michele (MDeiter@ci.capitola.ca.us)  
**Subject:** FW: 3/24/16 Council Meeting - Item 11.B

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**From:** Nels Westman [<mailto:nels@bestwestman.com>]  
**Sent:** Wednesday, March 23, 2016 2:52 PM  
**To:** City Council  
**Subject:** 3/24/16 Council Meeting - Item 11.B

Dear City Council,

I bring to this conversation over 35 years of working on Village parking issues.

In 2013 the city proposed to resurrect its defunct and pretty much useless In Lieu Program as a tactic to insure that 57 parking spaces in Pacific Cove would be committed to the future Village Hotel and not be viewed by the California Coastal Commission as "Public Parking." To safeguard these spaces for that use and to guard against haphazard selling off of these spaces in onesy-twosey Village construction projects by connected developers, many citizens actively and successfully campaigned to have several safeguards included in the language of the program. These included:

1. ONLY for a large hotel (20 plus rooms) or similar use which is the only use that will support valet operations during business hours to truly make these spaces viable for the customers of the new development. Without valet service these new parkers are simply added to the dismal congestion and parking shortages in the Village, completely defeating what you said you were trying to do.
2. ONLY for projects that can demonstrate major direct and indirect economic benefits to the Village and to the citizens of the City of Capitola. No residential.
3. The cost of each space shall accurately reflect the current cost of creating that space in the context of a parking structure. That cost is currently about \$30,600 plus land costs plus annual maintenance fees. Although the Council in 2013 gave themselves a loophole, these costs really should be paid in full and up front (no sweetheart city financing over 30 years with nothing down type deals). These fees are absolutely a cost of construction and the City has no business being the banker financing a developer's costs. This is truly an example of, "If you can't afford it, don't build it."
4. Spaces are dedicated and restricted for use only by the purchaser and purchaser's customers. No public parking. Again, the idea is to insure they truly serve the new development and do not make parking in the Village even worse.
5. All revenues from this program are restricted to parking improvements.

I hope the Council can appreciate that if this In Lieu Program policy is gutted, there will follow a piecemeal onesy-twosey sell-off of those spaces. When the opportunity finally comes that the city can seriously negotiate a public-private partnership for a parking structure, there will be no spaces available for the city to offer. The inevitable result will be a worsening of the Village parking situation.

I would urge the Council to stick to its long term vision of an effective parking strategy for the Village and not be lured into a short term sell-off of valuable parking spaces to well-connected developers to max out the value of their real estate. In the meantime those 57 spaces will continue to provide desperately needed public parking to support all Village uses. That's a good thing.

Thanks for your attention.

Nels Westman

Communication: Item 11.B. Emails from the Public regarding the In-Lieu Parking Fee Program (ADDITIONAL MATERIALS)



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 24, 2016

FROM: City Manager Department

SUBJECT: Make Nominations for a City Council Representative and Alternate Representative to the Newly Formed "FAA Select Subcommittee on South Bay Arrivals"

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RECOMMENDED ACTION: Nominate Council Representatives.

DISCUSSION: Congressman Sam Farr has requested the City nominate a Representative and Alternate Representative from the City Council to represent the City on the newly formed "FAA Select Subcommittee on South Bay Arrivals." This advisory body will be made up of 12 elected officials from Santa Cruz, Santa Clara, and San Mateo Counties, and will review the Federal Aviation Association's work to address community noise impacts from its NextGen changes to flight paths into San Francisco International Airport.

FISCAL IMPACT: None

ATTACHMENTS:

1. Congressman Farr's March 17, 2016, Request Letter

Report Prepared By: Susan Sneddon  
City Clerk

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

Jamie Goldstein, City Manager

3/18/2016

SAM FARR  
20TH DISTRICT, CALIFORNIA

COMMITTEE ON APPROPRIATIONS

SUBCOMMITTEES:

AGRICULTURE, RURAL DEVELOPMENT, FOOD AND  
DRUG ADMINISTRATION, AND RELATED AGENCIES

MILITARY CONSTRUCTION, VETERANS' AFFAIRS,  
AND RELATED AGENCIES

CO-CHAIR, CONGRESSIONAL ORGANIC CAUCUS

CO-CHAIR, CONGRESSIONAL TRAVEL AND  
TOURISM CAUCUS

CO-CHAIR, HOUSE OCEANS CAUCUS

**Congress of the United States**  
**House of Representatives**  
Washington, DC 20515-0520

1126 LONGWORTH HOUSE OFFICE  
WASHINGTON, DC 20515-0520  
(202) 225-2861

100 WEST ALISAL  
SALINAS, CA 93901  
(831) 424-2229

701 OCEAN STREET  
ROOM 318  
SANTA CRUZ, CA 95060  
(831) 429-1976

[www.farr.house.gov](http://www.farr.house.gov)

8.A.1

March 17, 2016

The Honorable Ed Bottorff  
Mayor, City of Capitola  
City Hall  
420 Capitola Ave.  
Capitola, CA 95010

Dear Mr. Mayor:

I am writing to invite the City of Capitola City Council to nominate two of its members to serve respectively as the City's primary and alternate representatives on the newly created Select Committee on South Bay Arrivals (Select Committee). This is a new committee that the Federal Aviation Administration (FAA) and the San Francisco Airport (SFO) have agreed to work with to review potential regional solutions to the ongoing issue of aircraft noise.

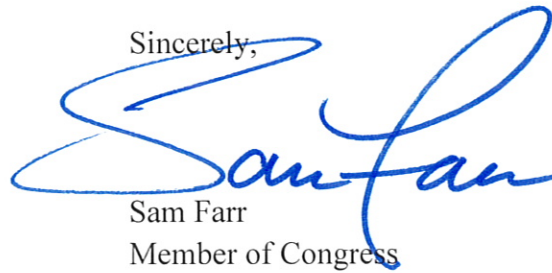
Congresswoman Eshoo, Congresswoman Speier, and I have been working together in collaboration with many local jurisdictions and community leaders to address this complex issue. It has become apparent that a new local committee would help the FAA in identifying regional solutions. Remarkable work has already been done over the course of the past year by many intelligent, dedicated, and hard-working citizens. Local regional support is building for solutions that will help bring relief to many people. This new committee will help those communities affected by current aircraft routes, as well as those potentially affected, have a voice in any solutions proposed by the FAA. The Select Committee will be structured as follows:

- The Select Committee will focus on SFO/South Bay arrivals that impact Santa Cruz, Santa Clara, and San Mateo County residents of the 20<sup>th</sup>, 18<sup>th</sup>, and 14<sup>th</sup> Congressional Districts.
- The Select Committee will consist of 12 members, with 4 appointed to represent each of the 3 affected congressional districts.

- Members of the Select Committee will be elected officials. All alternates must also be elected officials.
- The Select Committee will hold hearings in locations to be determined by the Select Committee in Santa Cruz, Santa Clara, and San Mateo Counties.
- The Select Committee will receive administrative support from SFO in a similar fashion as SFO's support for the SFO Noise Roundtable.

Thank you for your time and attention to this matter. Capitol's participation in this process will be crucial to reaching a beneficial solution.

Sincerely,

A handwritten signature in blue ink that reads "Sam Farr". The signature is fluid and cursive, with the first name "Sam" being larger and more prominent than the last name "Farr".

Sam Farr  
Member of Congress





# CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 24, 2016

FROM: City Manager Department

SUBJECT: Consider the March 10, 2016, Regular City Council Minutes

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RECOMMENDED ACTION: Approve Minutes.

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

ATTACHMENTS:

1. Draft March 10, 2016, City Council Minutes

Report Prepared By: Susan Sneddon  
City Clerk

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

Jamie Goldstein, City Manager

3/17/2016

**DRAFT CAPITOLA CITY COUNCIL  
REGULAR MEETING ACTION MINUTES  
THURSDAY, MARCH 10, 2016  
CLOSED SESSION – 6:45 PM**

Mayor Bottorff called the meeting to order at 6:45 PM. He announced the items to be discussed in Closed Session, as follows:

**LIABILITY CLAIMS (Govt. Code §54956.95)**

**Two Claims:**

1. Claimant: Mercury Insurance
2. Claimant: Julie McDaniel

Agency claimed against: City of Capitola

Mayor Bottorff noted that there was no one in the audience; therefore, the City Council recessed at 6:45 p.m. to the Closed Session.

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

**1. ROLL CALL AND PLEDGE OF ALLEGIANCE**

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

City Treasurer Christine McBroom was absent.

**2. REPORT ON CLOSED SESSION**

City Attorney Condotti stated that the Council discussed the following tort claims:

1. Claimant: Mercury Insurance
2. Claimant: Julie McDaniel

There was no reportable action on these items. The tort claims are listed on the Council's regular meeting Consent Calendar this evening.

**3. ADDITIONAL MATERIALS**

City Clerk Sneddon stated that 17 emails were received regarding ***Item 9.C.***: Appeal of a Planning Commission Decision to Approve a Wireless Telecommunications Antenna at 1200 41st Avenue.

**4. ADDITIONS AND DELETIONS TO AGENDA**

None provided.

**5. PUBLIC COMMENTS**

None provided.

## 6. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Harlan stated that the Capitola Branch Library 16<sup>th</sup> Birthday Party will be held on March 26<sup>th</sup> from 12 (Noon) to 2:00 p.m.

Council Member Norton stated concerns regarding the recent report that 52% of the County's population has diabetes or pre-diabetes.

City Manager Goldstein provided an update regarding storm damages earlier this year.

## 7. REPORT FROM CITY REPRESENTATIVES TO REGIONAL BOARDS/COMMISSIONS

Council Member Bertrand reported on the "Villages" (community circle that is developed to support seniors in the community) first meeting in Capitola.

Mayor Bottorff, City Representative on the Santa Cruz Metropolitan Transit District (District), stated that the District is looking at cutting back services to address a financial deficit.

Council Member Harlan stated that the City is finishing the Rosedale Area Paving Project that the Santa Cruz County Sanitation District started.

Mayor Bottorff stated that the recently formed mayoral committee (City Manager, Public Works Director, Council Member Bertrand, and himself) met to review the City's Capital Improvement Plan Projects (Public Works Director Jesberg provided an update on the following projects: McGregor Park, Stockton Avenue Intersection Improvement Project, and 38<sup>th</sup> Avenue Project).

## 8. CONSENT CALENDAR

Peter Pethoe, 434 Escalona, Santa Cruz, requested that **Item 8.F.** be pulled for discussion.

Mayor Bottorff stated that **Item 8.F.** would be discussed after **Item 9.C.**

<b>RESULT:</b>	<b>ADOPTED ITEMS 8.A., 8.B., 8.C., 8.D., 8.E., AND 8.G. [UNANIMOUS]</b>
<b>MOVER:</b>	Dennis Norton, Councilmember
<b>SECONDER:</b>	Jacques Bertrand, Council Member
<b>AYES:</b>	Norton, Bottorff, Bertrand, Harlan, Termini

- A. Consider the February 25, 2016, Regular City Council Minutes
- B. Receive Planning Commission Action Minutes for the Regular Meeting of March 3, 2016
- C. Deny Liability Claims and Forward to the City's Liability Insurance Carrier
- D. Adoption of **Ordinance No. 1005** amending Municipal Code Section 9.30.020 to permit five (5) Surf Schools [2nd Reading]
- E. Approval of Plans, Specifications, and Construction Estimate for the Rosedale Area Paving Project and Authorization to Advertise for Bids
- F. Approve a Notice of Completion for the Rispin/Peery ADA Pathway
- G. Approve a Beach Lifeguard Contract with the City of Santa Cruz

**9. GENERAL GOVERNMENT / PUBLIC HEARINGS**

Mayor Bottorff stated that Item 9.C. will be move prior to Item 9.A.

C. Appeal of a Planning Commission Decision to Approve a Wireless Telecommunications Antenna at 1200 41st Avenue

The following spoke against upholding the Planning Commission's decision to approve a Wireless Telecommunications Antenna at 1200 41st Avenue:

- Marketa Bilkova, Five Branches University Assistant Professor
- Barbara Bush, local resident
- Marilyn Garrett, Aptos resident
- Sylvia Skefich, local chiropractor
- Joseph Leight, Trade Winds Mobile Home Park resident
- Lowell W., local resident
- R. Martin, Soquel resident
- Bruce Tanner, local resident
- Gale, local resident
- Paul Lacques, Trade Winds Mobile Home Park resident

Pete Shubin, Verizon Representative, stated that the proposed cell tower complies with FCC regulations.

Peter Pethoe, 434 Escalona, Santa Cruz, suggested that the proposed cell tower be installed at a greater height resulting in less radiation to residents.

<b>RESULT:</b>	<b>OVERRULED THE PLANNING COMMISSION DECISION TO APPROVE A WIRELESS TELECOMMUNICATIONS ANTENNA AT 1200 41<sup>ST</sup> AVENUE AND TO UPHOLD THE APPEAL ON THE BASIS OF PROXIMITY TO RESTRICTED ZONING [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Termini, Council Member
<b>SECONDER:</b>	Dennis Norton, Councilmember
<b>AYES:</b>	Norton, Bertrand, Harlan, Termini, Bottorff

A. Receive the 2015 Art and Cultural Commission Annual Report

**RESULT: RECEIVED REPORT**

Council Member Termini stated that a family member of his is employed by Earthwork Paving Contractors, the contractor for the Rispin/Peery Park ADA Improvement Projects, therefore he will recuse himself in participating on Item 9.B. He left the dais.

B. Report on Rispin Mansion Park and the Rispin/Peery Park ADA Improvement Projects and Approval of Plans, Specifications, and Construction Estimates, and Authorization to Advertise for Bids for Certain Phases of the Project

Peter Pethoe, 434 Escalona, Santa Cruz, suggested that the Rispin property be used for a hostel.

<b>RESULT:</b>	<b>APPROVED THE RISPIN/PEERY PARK ADA IMPROVEMENT PROJECT; SETTING THE BID OPENING DATE FOR APRIL 13, 2016; AND STAFF TO RETURN WITH PROPOSED PHASES OF THE PROJECT [UNANIMOUS]</b>
<b>MOVER:</b>	Councilmember Termini
<b>SECONDER:</b>	Councilmember Harlan
<b>AYES:</b>	Norton, Bertrand, Harlan, Bottorff

**8. CONSENT CALENDAR (continued)**

Item 8.F. Approve a Notice of Completion for the Rispin/Peery ADA Pathway

<b>RESULT:</b>	<b>APPROVED THE NOTICE OF COMPLETION FOR THE RISPIN/PEERY ADA PATHWAY; AND AUTHORIZE THE DIRECTOR OF PUBLIC WORKS TO RELEASE THE CONTRACT RETENTION OF \$12,713.50 IN 35 DAYS FOLLOWING THE RECORDATION OF THE NOTICE OF COMPLETION [UNANIMOUS]</b>
<b>MOVER:</b>	Councilmember Harlan
<b>SECONDER:</b>	Councilmember Norton
<b>AYES:</b>	Norton, Bertrand, Harlan, Bottorff
<b>DISQUALIFIED:</b>	Termini

**10. ADJOURNMENT**

Meeting adjourned at 9:00 PM.

\_\_\_\_\_  
Ed Bottorff, Mayor

ATTEST:

\_\_\_\_\_, CMC  
Susan Sneddon, City Clerk

Attachment: Draft March 10, 2016, City Council Minutes (1298 : Approval of City Council Minutes)



# CAPITOLA CITY COUNCIL AGENDA REPORT

## MEETING OF MARCH 24, 2016

FROM: Finance Department

SUBJECT: Approval of City Check Registers dated February 5, February 11, February 19, and February 26, 2016

RECOMMENDED ACTION: Approve Check Register Reports.

BACKGROUND: Check Registers are attached for:

<b>Account: City Main</b>				
<b>Date</b>	<b>Starting Check #</b>	<b>Ending Check #</b>	<b>Check/EFT Count</b>	<b>Amount</b>
2/05/16	82735	82783	50	\$66,634.78
2/11/16	82784	82849	71	\$247,403.80
2/19/16	82850	82901	52	\$66,851.12
2/26/16	82902	82943	50	\$236,308.90

The check register of January 29, 2016, ended with check #82734.

<b>Account: Payroll</b>				
<b>Date</b>	<b>Starting Check #</b>	<b>Ending Check #</b>	<b>Check/EFT Count</b>	<b>Amount</b>
2/05/16	4739	4745	92	\$142,154.56
2/19/16	4746	4753	94	\$143,054.45

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

<b>Check</b>	<b>Issued to</b>	<b>Dept</b>	<b>Description</b>	<b>Amount</b>
82823	Michael Arnone	PW	Rispin/Peery ADA Improvements	\$18,100.00
82836	Santa Cruz County Bank	FN	Pacific Cove Financing - payment #9	\$82,532.87
eft223	CalPERS Member Services	CM	PERS contributions PPE 01/22/16	\$45,812.96
eft224	IRS	CM	Tax Deposit PPE 01/22/16	\$23,999.99
82873	Kimley-Horn and Associates	PW	Corp Yard grading, enhanced bike lane, Rispin/Peery Park Improvements, Stockton Bridge Parkway design, PW staff augmentation, Rail Trail phase 1	\$22,166.19
82925	J Johnson & Co. Inc.	PW	Capitola Ave. storm drain repair project	\$60,065.01
eft228	CalPERS Health Insurance	CM	March 2016 Health insurance	\$58,846.00
eft229	CalPERS Member Services	CM	PERS Contributions PPE 02/13/16	\$45,927.67
eft231	IRS	CM	Tax Deposit PPE 02/13/16	\$23,282.44

ATTACHMENTS:

Approval of City Check Registers  
March 24, 2016

1. 02-05-16 City Check Register
2. 02-11-16 City Check Register
3. 02-19-16 City Check Register
4. 02-26-16 City Check Register

Report Prepared By: Maura Herlihy  
Account Technician



Jamie Goldstein, City Manager

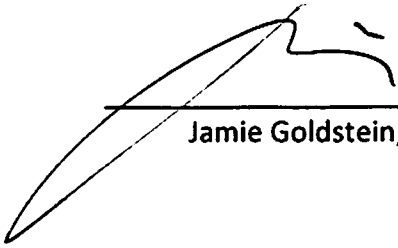
Accounts payable checks dated 02/05/16 and numbered 82735 to 82783, totaling \$66,207.78, and 1 eft totaling \$427.00 plus 7 payroll checks and 85 payroll efts totaling \$142,154.56, for a total disbursement of \$208,789.34, have been reviewed and authorized for distribution by the City Manager.

As of 02/05/2016 the unaudited cash balance is \$4,463,588.75.

**CASH POSITION - CITY OF CAPITOLA 02/05/2016**

	<u>Net Balance</u>
General Fund	(\$155,796.49)
Payroll Payables	\$140,440.29
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,959,737.40
Stores Fund	\$24,010.94
Information Technology Fund	\$119,875.75
Equipment Replacement	\$76,308.99
Self-Insurance Liability Fund	\$47,718.79
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<u><u>\$4,463,588.75</u></u>

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




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Jamie Goldstein, City Manager

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02/05/2016  
Date

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)



# City of Capitola

## City Checks Issued 02/05/2016

10.B.1

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amount
82735	02/05/2016	Open			AFLAC	\$1,164.
	Invoice 690424		Date 01/31/2016	Description Jan 2016 supplemental insurance 1001 - Payroll Payables		Amount \$1,164.22
82736	02/05/2016	Open			ALLSAFE LOCK COMPANY	\$13.
	Invoice 47992		Date 02/02/2016	Description Corp Yard garage keys		Amount \$13.51
82737	02/05/2016	Open			ANDREW DALLY	\$181.
	Invoice Dally01132016		Date 01/13/2016	Description SBSLI training for Dally		Amount \$181.78
82738	02/05/2016	Open			AT&T/CALNET 2	\$1,714.
	Invoice 0007553886		Date 01/27/2016	Description Monthly Telephone Svc & T-1 Access 1000 - General Fund 2211 - ISF - Information	\$1,416.77 \$298.00	Amount \$1,714.77
82739	02/05/2016	Open			BAY AREA POLYGRAPH	\$250.
	Invoice 644		Date 01/24/2016	Description Reserve officer pre-employment screening		Amount \$250.00
82740	02/05/2016	Open			BAY PHOTO LAB	\$239.
	Invoice 5317292 5317297		Date 01/29/2016 01/29/2016	Description prints and mounting prints and mounting		Amount \$103.12 \$135.95
82741	02/05/2016	Open			CALE AMERICA INC.	\$1,711.
	Invoice 139201		Date 01/29/2016	Description January active meters		Amount \$1,711.00
82742	02/05/2016	Open			CASEY PRINTING	\$3,834.
	Invoice 30130011		Date 01/22/2016	Description Early Spring Rec brochure		Amount \$3,834.09
82743	02/05/2016	Open			CENTRAL HOME SUPPLY	\$47.
	Invoice 93238		Date 02/01/2016	Description Plaster supplies		Amount \$47.85
82744	02/05/2016	Open			CHEVROLET OF WATSONVILLE	\$122.
	Invoice 206939		Date 01/29/2016	Description lamp		Amount \$122.69
82745	02/05/2016	Open			CLIFF SLOMA	\$992.
	Invoice Sloma01292016		Date 01/27/2016	Description High Tech Crimes Investigation training reimbursement		Amount \$992.07
82746	02/05/2016	Open			COASTAL WATERSHED COUNCIL	\$680.
	Invoice 1460		Date 01/31/2016	Description January NPDES Public Education & Outreach 15/16		Amount \$680.20

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

10.B.1

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amou
82747	02/05/2016	Open			COLEY HEATH INVESTIGATIONS	\$1,300.
	Invoice		Date	Description	Amount	
	321		01/25/2016	Ferrara - reserve officer background check	\$1,300.00	
82748	02/05/2016	Open			COMPLETE MAILING SERVICE INC	\$2,080.
	Invoice		Date	Description	Amount	
	66675		01/25/2016	Mail Service Early Spring	\$1,398.21	
	66651		01/20/2016	City Hall Spring Newsletter	\$682.20	
82749	02/05/2016	Open			ED MORRISON	\$2,870.
	Invoice		Date	Description	Amount	
	07		01/31/2016	January PW Inspections 15/16	\$2,870.00	
82750	02/05/2016	Open			EWING IRRIGATION	\$92.
	Invoice		Date	Description	Amount	
	864212		01/22/2016	Leaf rake and topper	\$36.00	
	874297		01/26/2016	Topper	\$56.64	
82751	02/05/2016	Open			FEDERAL EXPRESS	\$24.
	Invoice		Date	Description	Amount	
	5-288-11131		01/15/2016	FedEx mailing	\$24.76	
82752	02/05/2016	Open			FERGUSON ENTERPRISES INC.	\$9.
	Invoice		Date	Description	Amount	
	4559897		01/15/2016	Gaskets	\$9.85	
82753	02/05/2016	Open			FIRST ALARM SECURITY & PATROL	\$203.
	Invoice		Date	Description	Amount	
	891145		01/08/2016	Community Center Alarm	\$203.40	
82754	02/05/2016	Open			GEORGE H WILSON INC	\$285.
	Invoice		Date	Description	Amount	
	000114741		01/21/2016	Quarterly HVAC maintenance	\$285.00	
82755	02/05/2016	Open			GOLDFARB & LIPMAN LLP	\$196.
	Invoice		Date	Description	Amount	
	118331		01/25/2016	Non-housing correspondence	\$196.00	
82756	02/05/2016	Open			GRANITE ROCK COMPANY	\$748.
	Invoice		Date	Description	Amount	
	939114		01/16/2016	Granite patch 1310 - Gas Tax Fund	\$748.34	
82757	02/05/2016	Open			Hardee Investigations	\$6,160.
	Invoice		Date	Description	Amount	
	CA16-01		01/25/2016	PD Personnel Investigation x2	\$6,160.00	
82758	02/05/2016	Open			HOLLISTER HONDA	\$557.
	Invoice		Date	Description	Amount	
	164704		01/12/2016	Motorcycle repairs	\$557.50	

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amount
82759	02/05/2016	Open			HOSE SHOP	\$442.
	Invoice A200602		Date 02/02/2016	Description Hoses, assemblies, fittings		Amount \$442.86
82760	02/05/2016	Open			HUB INTERNATIONAL	\$66.
	Invoice HUB01302016		Date 01/30/2016	Description Insurance for Events		Amount \$66.12
82761	02/05/2016	Open			KEYSTONE RIDGE DESIGNS, INC.	\$4,880.
	Invoice 16954		Date 02/01/2016	Description Village trash cans		Amount \$4,880.00
82762	02/05/2016	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$5,482.
	Invoice 6971426 7367603		Date 08/31/2015 12/31/2015	Description August McGregor Road Widening Improvements December housing element update 1000 - General Fund 1313 - General Plan Update		Amount \$5,049.56 \$433.06 \$5,049.56 \$433.06
82763	02/05/2016	Open			KINGS PAINT AND PAPER INC.	\$147.
	Invoice A0230202		Date 01/27/2016	Description Graffiti paint		Amount \$147.60
82764	02/05/2016	Open			LABORMAX STAFFING	\$1,029.
	Invoice 26-57389		Date 01/29/2016	Description temporary staffing 1/25-1/29/16		Amount \$1,029.81
82765	02/05/2016	Open			MACKAY METERS INC	\$551.
	Invoice 1042467A 1042482 1042699 1042987		Date 12/22/2015 10/08/2015 10/30/2015 11/30/2015	Description Sales tax previously unpaid on 1042467 Merchant ID set up charge for solo meters Oct 2015 monthly fees plus credit card transaction fees Nov 2015 monthly fee plus credit card transaction fees		Amount \$15.93 \$295.00 \$122.43 \$117.92
82766	02/05/2016	Open			MBS BUSINESS SYSTEMS	\$267.
	Invoice 263498		Date 01/26/2016	Description Quarterly PD copier charges plus overage charges		Amount \$267.67

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amount
82767	02/05/2016	Open			MID COUNTY AUTO SUPPLY	\$1,670.
	Invoice		Date	Description		Amount
	447811		12/28/2015	Sweeper parts		\$32.52
	448340		01/04/2016	headlights and bulbs		\$75.26
	448477		01/05/2016	resistor spark plugs		\$11.75
	448589		01/06/2016	drain cock, extraction pump		\$297.07
	448744		01/07/2016	starter solenoid		\$54.58
	448752		01/07/2016	wire		\$15.27
	449101		01/11/2016	air hose		\$130.40
	449226		01/12/2016	relay		\$65.15
	449106		01/11/2016	lens, connectors, fuses		\$50.27
	447433		12/22/2015	ignition coil		\$63.45
	447442		12/22/2015	ignition coil return		(\$63.54)
	450079		01/19/2016	washer parts		\$201.38
	450466		01/22/2016	impact drill bit set		\$35.84
	450191		01/20/2016	cleaner		\$21.43
	449386		01/13/2016	brake pads and rotors		\$414.92
	450980		01/27/2016	cleaning solution and chain lube		\$12.05
	451082		01/28/2016	drill		\$31.00
	451101		01/28/2016	battery		\$221.31
				1000 - General Fund	\$1,637.59	
				1310 - Gas Tax Fund	\$32.52	
82768	02/05/2016	Open			MISSION LINEN SUPPLY	\$847.
	Invoice		Date	Description		Amount
	501586632		12/28/2015	Mat cleaning service		\$45.39
	501607070		12/30/2015	Linen service		\$69.35
	501607069		12/30/2015	linen service		\$31.80
	501560909		12/23/2015	linen service		\$30.46
	501650263		01/06/2016	Linen service		\$91.83
	501650262		01/06/2016	linen service		\$31.80
	501630822		01/04/2016	Community Center rugs		\$63.65
	501675018		01/11/2016	mat cleaning service		\$45.39
	501719241		01/18/2016	Center rugs		\$63.65
	501694427		01/13/2016	Linen service		\$69.35
	501764588		01/25/2016	Mat service on 1/25/16		\$45.39
	501694426		01/13/2016	linen service, shop towels		\$31.80
	501737857		01/20/2016	linen service, shop towels		\$31.80
	501737858		01/20/2016	Linen & mat service		\$94.53
	501782882		01/27/2016	Linen service		\$69.35
	501782881		01/27/2016	linen service		\$31.80
82769	02/05/2016	Open			MISSION PRINTERS	\$46.
	Invoice		Date	Description		Amount
	52397		01/28/2016	Business Cards for Harlan		\$46.00
82770	02/05/2016	Open			NORTH BAY FORD	\$43.
	Invoice		Date	Description		Amount
	253145		01/19/2016	wire assembly		\$43.10

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

10.B.1

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amount
82771	02/05/2016	Open			PALACE OFFICE SUPPLIES	\$709.
	Invoice		Date	Description		Amount
	353895-0		01/25/2016	office supplies		\$180.61
	354708-0		01/28/2016	office supplies		\$380.54
	355013-0		02/01/2016	storage boxes		\$37.06
	354744-0		01/28/2016	correction tape, fast dry fluid		\$17.73
	354548-0		01/28/2016	folders, pens, note pads		\$93.61
				1000 - General Fund	\$561.15	
				2210 - ISF - Stores Fund	\$148.40	
82772	02/05/2016	Open			ROYAL WHOLESALE ELECTRIC	\$1,023.
	Invoice		Date	Description		Amount
	7719-600620		01/19/2016	LED fixture, wire stripper		\$81.82
	7719-600632		01/19/2016	Electrical supplies		\$16.31
	7719-600684		01/20/2016	LED fixtures, power cords, receptacle plates		\$864.89
	7719-600939		01/29/2016	Led lights, power cords		\$60.90
82773	02/05/2016	Open			SAN LORENZO LUMBER	\$2,750.
	Invoice		Date	Description		Amount
	55-0141472		01/12/2016	Pac Cove parking lot fencing		\$575.67
	55-0141480		01/12/2016	Carpentry tools - Cooper		\$64.38
	55-0134015-b		12/07/2015	concrete mix for library generator enclosure		\$25.92
	55-0139314		12/31/2015	City locks (24)		\$291.02
	55-0141969		01/13/2016	Lumber for parking lot fencing		\$348.31
	55-0142169		01/14/2016	parking lot fence lumber		\$305.46
	55-0142178		01/14/2016	Fasteners		\$34.09
	55-0142447		01/15/2016	parking lot fencing lumber		\$348.31
	55-0143933		01/21/2016	Wharf stair repair		\$31.64
	55-0145175		01/27/2016	B&V I fence repair		\$546.38
	55-0145199		01/27/2016	Wood		\$109.40
	55-0145369		01/27/2016	Wood		\$16.20
	55-0146012		01/29/2016	Max bit		\$39.93
	55-0146894		02/02/2016	Graffiti - Putty		\$13.62
				1000 - General Fund	\$1,154.47	
				1311 - Wharf Fund	\$1,526.75	
82774	02/05/2016	Open			SPECTRUM BUSINESS	\$2,681.
	Invoice		Date	Description		Amount
	SB01192016		01/19/2016	January 2016 internet service		\$2,681.22
				1000 - General Fund	\$1,154.47	
				2211 - ISF - Information	\$1,526.75	
82775	02/05/2016	Open			SPORT ABOUT GRAPHICS	\$79.
	Invoice		Date	Description		Amount
	7109		01/08/2016	PW shirts (5)		\$79.56
82776	02/05/2016	Open			STAPLES ADVANTAGE	\$92.
	Invoice		Date	Description		Amount
	8037602534		01/16/2016	office supplies		\$92.14

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amount
82777	02/05/2016	Open			STEPFORD INC	\$5,000.
	Invoice		Date	Description		Amount
	1601034		01/20/2016	March 2016 monthly tech support		\$5,000.00
82778	02/05/2016	Open			SUPPLYWORKS	\$2,466.
	Invoice		Date	Description		Amount
	1749601-00		01/12/2016	Cleaning supplies		\$1,405.11
	1754601-00		01/22/2016	Cleaning supplies		\$1,017.91
	1749601-01		01/22/2016	Cleaning supplies		\$43.29
82779	02/05/2016	Open			T MOBILE	\$3,335.
	Invoice		Date	Description		Amount
	20160120		01/21/2016	Monthly cell phone usage		\$3,335.96
82780	02/05/2016	Open			TOTAL COMPENSATION SYSTEMS INC	\$1,800.
	Invoice		Date	Description		Amount
	4725		10/22/2015	GASB 45 valuation - 1st installment		\$1,800.00
82781	02/05/2016	Open			UNITED PARCEL SERVICE	\$31.
	Invoice		Date	Description		Amount
	954791046		01/23/2016	shipping		\$31.89
82782	02/05/2016	Open			WATCHGUARD VIDEO	\$5,129.
	Invoice		Date	Description		Amount
	ACCINV0006672		01/18/2016	HDMI cable		\$34.80
	BCMINV0001627		01/06/2016	PD body cameras (5)		\$5,094.94
82783	02/05/2016	Open			Rob Bunter	\$153.
	Invoice		Date	Description		Amount
	Bunter01222016		01/22/2016	Pesticide training & meals for Bunter		\$153.50
Type Check Totals:						\$66,207.
<u>EFT</u>						
222	02/05/2016	Open			STATE BOARD OF EQUALIZATION	\$427.
	Invoice		Date	Description		Amount
	salestax02042016		02/05/2016	sales tax on village trash cans (out of state vendor)		\$427.00
Type EFT Totals:						\$427.

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

# City of Capitola

## City Checks Issued 02/05/2016

10.B.1

Check#	Check Date	Status	Invoice Date	Description	Payee Name	Amo
<b>CITY - Main City Totals</b>						
				Count:		Tc
Checks				49		\$66,207
EFTs				1		\$427
All				50		\$66,634
<b>WELLS - Payroll Totals</b>						
Checks				7		\$3,438
EFTs				85		\$138,716
All				92		\$142,154
<b>Grand Totals:</b>						
Checks				56		\$69,646.00
EFTs				86		\$139,143.00
All				142		\$208,789.00

Attachment: 02-05-16 City Check Register (1283 : Approval of City Check Registers)

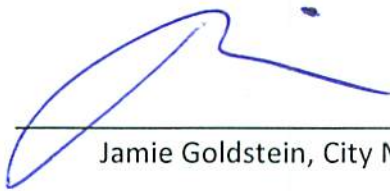
Accounts payable checks dated 02/11/16 and numbered 82784 to 82849, totaling \$170,748.26, plud 5 efts totaling \$76,655.54, for a total disbursement of \$247,403.80, have been reviewed and authorized for distribution by the City Manager.

As of 02/011/2016 the unaudited cash balance is \$4,351,978.48.

**CASH POSITION - CITY OF CAPITOLA 02/11/2016**

	<u>Net Balance</u>
General Fund	(\$155,679.92)
Payroll Payables	\$50,081.64
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,940,927.96
Stores Fund	\$22,029.95
Information Technology Fund	\$119,297.99
Equipment Replacement	\$76,308.99
Self Insurance Liability Fund	\$47,718.79
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<u><u>\$4,351,978.48</u></u>

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




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Jamie Goldstein, City Manager

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02/11/2016  
Date

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)



# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>Check</u>						
82784	02/11/2016	Open			A TOOL SHED	\$285.0
	Invoice		Date	Description		Amount
	1099172-5		02/08/2016	Excavator Rental		\$285.00
82785	02/11/2016	Open			ADRIENNE HARRELL	\$1,289.6
	Invoice		Date	Description		Amount
	2016-00000563		02/08/2016	winter instructor payments 2016		\$1,289.60
82786	02/11/2016	Open			ADT SECURITY SERVICES, INC.	\$128.2
	Invoice		Date	Description		Amount
	02182016		01/28/2016	Corp. yard security services		\$128.23
82787	02/11/2016	Open			AED Professionals	\$138.0
	Invoice		Date	Description		Amount
	42122		01/29/2016	surface mount for AED cabinet		\$138.00
82788	02/11/2016	Open			AIMEE FITZGERALD	\$329.5
	Invoice		Date	Description		Amount
	2016-00000559		02/08/2016	winter instructor payments 2016		\$329.55
82789	02/11/2016	Open			APTOS LANDSCAPE SUPPLY INC.	\$74.6
	Invoice		Date	Description		Amount
	411871		02/04/2016	Champagne fines		\$74.69
82790	02/11/2016	Open			ARCHIVES & ARCHITECTURE LLC	\$850.0
	Invoice		Date	Description		Amount
	Archives01252016		01/25/2016	15-183 211 Monterey Ave. preliminary historical evaluation		\$850.00
82791	02/11/2016	Open			B & B SMALL ENGINE REPAIR	\$188.8
	Invoice		Date	Description		Amount
	341887		02/03/2016	Sharpen chain saw chains		\$188.83
82792	02/11/2016	Open			BECKY ADAMS	\$228.8
	Invoice		Date	Description		Amount
	2016-00000549		02/08/2016	winter instructor payments 2016		\$228.80
82793	02/11/2016	Open			BIG CREEK LUMBER	\$286.7
	Invoice		Date	Description		Amount
	513692		02/03/2016	Lumber for Pac Cove parking lot fence		\$286.76
82794	02/11/2016	Open			BRUCE INK	\$585.0
	Invoice		Date	Description		Amount
	2016-00000565		02/08/2016	winter instructor payments 2016		\$585.00
82795	02/11/2016	Open			CA DEPARTMENT OF TRANSPORTATION	\$492.0
	Invoice		Date	Description		Amount
	CalTrans02082016		02/09/2016	Cal Trans encroachment permit for striping of bike paths 1200 - Capital Improvement Fund		\$492.00

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

## City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82796	02/11/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,653.5
	Invoice		Date	Description		Amount
	POA02052016		02/09/2016	POA Dues PPE 01/30/2016 1001 - Payroll Payables		\$1,653.50
82797	02/11/2016	Open			CAROL HILL MORGAN	\$572.0
	Invoice		Date	Description		Amount
	2016-00000572		02/08/2016	winter instructor payments 2016		\$572.00
82798	02/11/2016	Open			CAROLYN FLYNN	\$3,360.0
	Invoice		Date	Description		Amount
	CBF1-2016		01/31/2016	January Affordable housing - City Housing Trust Fund		\$2,835.00
	CBF-1-2016-CDBG		01/31/2016	CDBG Program grant oversight and management 1350 - CDBG Grants 1372 - Housing Trust Fund	\$525.00 \$2,835.00	\$525.00
82799	02/11/2016	Open			CHARMAINE MONIZ	\$114.4
	Invoice		Date	Description		Amount
	2016-00000571		02/08/2016	winter instructor payments 2016		\$114.40
82800	02/11/2016	Open			CHUCK DICKS	\$259.3
	Invoice		Date	Description		Amount
	2016-00000555		02/08/2016	winter instructor payments 2016		\$259.35
82801	02/11/2016	Open			CLARK, DAVE	\$191.1
	Invoice		Date	Description		Amount
	2016-00000553		02/08/2016	winter instructor payments 2016		\$191.10
82802	02/11/2016	Open			CLAUDIO FRANCA	\$261.3
	Invoice		Date	Description		Amount
	2016-00000561		02/08/2016	winter instructor payments 2016		\$261.30
82803	02/11/2016	Open			Community Tree Service Inc.	\$4,950.0
	Invoice		Date	Description		Amount
	5124		02/10/2016	Tree removal services		\$4,950.00
82804	02/11/2016	Open			CRESTOR INC.	\$690.6
	Invoice		Date	Description		Amount
	R215970		11/05/2015	Custom bronze plaques (4)		\$690.64
82805	02/11/2016	Open			CVS PHARMACY INC.	\$40.1
	Invoice		Date	Description		Amount
	5001		02/08/2016	Parking meter batteries		\$40.10
82806	02/11/2016	Open			DAWN MAC LAUGHLIN	\$1,530.1
	Invoice		Date	Description		Amount
	2016-00000575		02/08/2016	winter instructor payments 2016		\$1,530.10
82807	02/11/2016	Open			DOGHERRA'S INC.	\$260.00
	Invoice		Date	Description		Amount
	323193		02/01/2016	Towed parked vehicle to avoid tree damage		\$260.00

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amount
82808	02/11/2016	Open			FBINNA Member Services	\$100.0
	Invoice		Date	Description		Amount
	FBINAA01052016		01/05/2016	FBI National Academy 2016 membership Held		\$100.00
82809	02/11/2016	Open			FLYERS ENERGY LLC	\$30.2
	Invoice		Date	Description		Amount
	cfs1165632		01/31/2016	Fuel for training POST		\$30.24
82810	02/11/2016	Open			FREDERIC CHARLEBOIS	\$2,872.3
	Invoice		Date	Description		Amount
	2016-00000562		02/08/2016	winter instructor payments 2016		\$2,872.30
82811	02/11/2016	Open			GEORGE McMENAMIN	\$550.0
	Invoice		Date	Description		Amount
	40		02/09/2016	Riparian Restoration 15/16		\$550.00
82812	02/11/2016	Open			HANYA FOJACO	\$1,111.5
	Invoice		Date	Description		Amount
	2016-00000560		02/08/2016	winter instructor payments 2016		\$1,111.50
82813	02/11/2016	Open			HELD, THOMAS	\$825.0
	Invoice		Date	Description		Amount
	Held02052016		02/05/2016	Computer Applications for Criminal Justice Admin		\$825.00
82814	02/11/2016	Open			HO KUK MU SUL CORPORATION	\$100.1
	Invoice		Date	Description		Amount
	2016-00000554		02/08/2016	winter instructor payments 2016		\$100.10
82815	02/11/2016	Open			ICMA RETIREMENT TRUST 457	\$5,517.0
	Invoice		Date	Description		Amount
	ICMA02052016		02/09/2016	457 contributions PPE 01-30-16 1001 - Payroll Payables		\$5,517.01
82816	02/11/2016	Open			JEANI MITCHELL	\$596.7
	Invoice		Date	Description		Amount
	2016-00000570		02/08/2016	winter instructor payments 2016		\$596.70
82817	02/11/2016	Open			JOHANNA WEINSTEIN	\$538.2
	Invoice		Date	Description		Amount
	2016-00000566		02/08/2016	winter instructor payments 2016		\$538.20
82818	02/11/2016	Open			KBA Docusys Inc.	\$900.1
	Invoice		Date	Description		Amount
	INV407234		02/01/2016	Recreation monthly copier charges		\$33.43
	INV407233		02/01/2016	Kyocera/TA 6551CI contract overage and supply shipping		\$794.34
	INV407232		02/01/2016	monthly copier charges		\$72.42
				1000 - General Fund	\$33.43	
				2211 - ISF - Information Technology	\$866.76	

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transactio Amount
82819	02/11/2016	Open			LABORMAX STAFFING	\$1,047.98
	Invoice		Date	Description		Amount
	26-57631		02/05/2016	seasonal labor 2/1 - 2/5/16		\$1,047.98
82820	02/11/2016	Open			LOOMIS	\$533.43
	Invoice		Date	Description		Amount
	11751202		01/31/2016	January armored deposit service		\$533.43
82821	02/11/2016	Open			LORRAINE KINNAMON	\$117.00
	Invoice		Date	Description		Amount
	2016-00000567		02/08/2016	winter instructor payments 2016		\$117.00
82822	02/11/2016	Open			MAUREEN KANE AND ASSOCIATES INC	\$1,550.00
	Invoice		Date	Description		Amount
	MK02102016		02/10/2016	Technical Training for Clerks - Friday		\$1,550.00
82823	02/11/2016	Open			MICHAEL ARNONE	\$18,100.00
	Invoice		Date	Description		Amount
	201528-3		02/10/2016	Rispin/Peery ADA Improvements 1200 - Capital Improvement Fund		\$18,100.00
82824	02/11/2016	Open			MICHELE FAIA	\$864.50
	Invoice		Date	Description		Amount
	2016-00000558		02/08/2016	winter instructor payments 2016		\$864.50
82825	02/11/2016	Open			MITCHELL A. MILES JR.	\$1,889.55
	Invoice		Date	Description		Amount
	2016-00000569		02/08/2016	winter instructor payments 2016		\$1,889.55
82826	02/11/2016	Open			NANCY HOWELLS	\$299.00
	Invoice		Date	Description		Amount
	2016-00000564		02/08/2016	winter instructor payments 2016		\$299.00
82827	02/11/2016	Open			OLIVE SPRINGS QUARRY INC.	\$146.82
	Invoice		Date	Description		Amount
	102201		02/01/2016	1/2" asphalt 1310 - Gas Tax Fund		\$146.82
82828	02/11/2016	Open			PAT EVANS	\$259.35
	Invoice		Date	Description		Amount
	2016-00000557		02/08/2016	winter instructor payments 2016		\$259.35
82829	02/11/2016	Open			PAULA BLISS	\$533.00
	Invoice		Date	Description		Amount
	2016-00000552		02/08/2016	winter instructor payments 2016		\$533.00
82830	02/11/2016	Open			PHOENIX GROUP INFORMATION SYSTEMS	\$529.00
	Invoice		Date	Description		Amount
	122015070		02/01/2016	December citation processing		\$529.00

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82831	02/11/2016	Open			PITNEY BOWES INC.	\$2,020.99
	Invoice		Date	Description		Amount
	PB01152016		01/15/2016	Postage refill 2210 - ISF - Stores Fund		\$2,020.99
82832	02/11/2016	Open			PREFERRED BENEFIT INSURANCE ADMIN.	\$6,419.07
	Invoice		Date	Description		Amount
	EIA16520		02/01/2016	February dental and vision insurance 1000 - General Fund 1001 - Payroll Payables	\$15.77 \$6,403.30	\$6,419.07
82833	02/11/2016	Open			RAVI KEN LAMB	\$667.55
	Invoice		Date	Description		Amount
	2016-00000574		02/08/2016	winter instructor payments 2016		\$667.55
82834	02/11/2016	Open			SANDY MARRUJO	\$409.50
	Invoice		Date	Description		Amount
	2016-00000568		02/08/2016	winter instructor payments 2016		\$409.50
82835	02/11/2016	Open			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$7,987.00
	Invoice		Date	Description		Amount
	Jan2016		01/31/2016	January citation surcharges		\$7,987.00
82836	02/11/2016	Open			SANTA CRUZ COUNTY BANK	\$82,532.87
	Invoice		Date	Description		Amount
	2016-pymnt 9		01/18/2016	Pacific Cove financing - lease payment #9 1420 - Pac Cove Lease Financing		\$82,532.87
82837	02/11/2016	Open			SANTA CRUZ SENTINEL	\$1,212.54
	Invoice		Date	Description		Amount
	stmt942460		01/31/2016	Classified Advertising 1000 - General Fund 1200 - Capital Improvement Fund	\$995.10 \$217.44	\$1,212.54
82838	02/11/2016	Open			SESE EGAN GEDDES	\$117.00
	Invoice		Date	Description		Amount
	2016-00000556		02/08/2016	winter instructor payments 2016		\$117.00
82839	02/11/2016	Open			SHARON BARRETT	\$85.80
	Invoice		Date	Description		Amount
	2016-00000550		02/08/2016	winter instructor payments 2016		\$85.80
82840	02/11/2016	Open			SHERRI BETZ	\$5,164.90
	Invoice		Date	Description		Amount
	2016-00000551		02/08/2016	winter instructor payments 2016		\$5,164.90
82841	02/11/2016	Open			STAPLES ADVANTAGE	\$24.63
	Invoice		Date	Description		Amount
	8037803454		01/30/2016	Office supplies		\$24.63

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82842	02/11/2016	Open			SUMMIT UNIFORMS	\$673.1
	Invoice		Date	Description		Amount
	28717		01/07/2016	Uniform items for G. Vazquez		\$381.71
	29035		01/22/2016	Uniform items for R. Farotte		\$291.45
82843	02/11/2016	Open			TELECOM LAW FIRM PC	\$1,850.0
	Invoice		Date	Description		Amount
	206		11/29/2015	project 15-119 third party review 1200 41st ave.		\$1,850.00
82844	02/11/2016	Open			TRENISE POT	\$2,255.5
	Invoice		Date	Description		Amount
	2016-00000573		02/08/2016	winter instructor payments 2016		\$2,255.50
82845	02/11/2016	Open			US BANK PARS	\$141.2
	Invoice		Date	Description		Amount
	PARS02052016		02/09/2016	PARS contributions PPE 01/30/2016 1001 - Payroll Payables		\$141.24
82846	02/11/2016	Open			Fess Parker Santa Barbara Hotel	\$918.6
	Invoice		Date	Description		Amount
	Fess02032016		02/03/2016	Evidence training lodging for B. Garrett		\$918.69
82847	02/11/2016	Open			Jennifer Sosa	\$36.0
	Invoice		Date	Description		Amount
	Sosa02082016		02/08/2016	Refund cite 177124654		\$36.00
82848	02/11/2016	Open			Pfister Construction, Fred	\$231.0
	Invoice		Date	Description		Amount
	Pfister02082016		02/08/2016	Refund-partial encroachment permit #16-07 fee		\$231.00
82849	02/11/2016	Open			Whitlow Concrete	\$231.0
	Invoice		Date	Description		Amount
	Whitlow02082016		02/08/2016	Refund-partial encroachment permit #16-15 fee		\$231.00

Type Check Totals:

\$170,748.2

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/11/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
<b>EFT</b>						
223	02/10/2016	Open			CalPERS Member Services Division	\$45,812.96
	Invoice		Date	Description		Amount
	PERS02052016		02/10/2016	PERS contributions 2-5-16 pay day		\$45,812.96
				1000 - General Fund	(\$0.13)	
				1001 - Payroll Payables	\$45,813.09	
224	02/09/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$5,712.68
	Invoice		Date	Description		Amount
	EDD022082016		02/09/2016	State tax 2/5/16 pay day		\$5,712.68
				1001 - Payroll Payables		
225	02/09/2016	Open			INTERNAL REVENUE SERVICE	\$23,999.99
	Invoice		Date	Description		Amount
	IRS02082016		02/09/2016	Federal taxes, Medicare 2/5/16 pay day		\$23,999.99
				1001 - Payroll Payables		
226	02/09/2016	Open			STATE DISBURSEMENT UNIT	\$1,117.84
	Invoice		Date	Description		Amount
	SDU02082016		02/09/2016	Garnishment PPE 01-30-16		\$1,117.84
				1001 - Payroll Payables		
227	02/11/2016	Open			STATE BOARD OF EQUALIZATION	\$12.07
	Invoice		Date	Description		Amount
	BOE02102016		01/29/2016	sales tax on AED Professionals inv#42122		\$12.07
Type EFT Totals:						\$76,655.5

Attachment: 02-11-16 City Check Register (1283 : Approval of City Check Registers)

CITY - Main City Totals

	Count:	Transaction Amount
Checks	66	\$170,748.2
EFTs	5	\$76,655.5
All	71	\$247,403.8


Accounts payable checks dated 02/19/16 and numbered 82850 to 82901, totaling \$66,851.12, plud 8 payroll checks and 86 payroll efts totaling \$143,054.45, for a total disbursement of \$209,905.57, have been reviewed and authorized for distribution by the City Manager.

As of 02/19/2016 the unaudited cash balance is \$\$4,890,574.89.

**CASH POSITION - CITY OF CAPITOLA 02/19/2016**

	<u>Net Balance</u>
General Fund	\$285,380.69
Payroll Payables	\$165,123.59
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,923,544.06
Stores Fund	\$22,032.70
Information Technology Fund	\$119,172.99
Equipment Replacement	\$76,308.99
Self Insurance Liability Fund	\$47,718.79
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<u><u>\$4,890,574.89</u></u>

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




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Jamie Goldstein, City Manager

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02/19/2016  
Date

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)



# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transactio Amou
82850	02/19/2016	Open			A TOOL SHED	\$150.4
	Invoice		Date	Description		Amount
	1099493-5		02/11/2016	Skid steer sweeper		\$150.40
82851	02/19/2016	Open			ADAMS ASHBY GROUP LLC	\$480.0
	Invoice		Date	Description		Amount
	1617		02/01/2016	January CDBG grant general admin. 1350 - CDBG Grants		\$480.00
82852	02/19/2016	Open			AMY FERRASCI-HARP	\$1,265.0
	Invoice		Date	Description		Amount
	56		02/04/2016	BIA January marketing, website, contract services 1321 - BIA - Capitola Village-Wharf BIA		\$1,265.00
82853	02/19/2016	Open			BEAR ELECTRICAL SOLUTIONS INC.	\$1,133.0
	Invoice		Date	Description		Amount
	3005		01/31/2016	January Traffic Signal Maintenance - RESPONSE		\$517.00
	2977		01/31/2016	January 2016 Traffic Signal Maintenance - ROUTINE 1310 - Gas Tax Fund		\$616.00
82854	02/19/2016	Open			BSN SPORTS INC.	\$321.9
	Invoice		Date	Description		Amount
	97615280		02/01/2016	Basketball Rims		\$321.90
82855	02/19/2016	Open			CA DEPARTMENT OF JUSTICE	\$66.0
	Invoice		Date	Description		Amount
	145655		02/03/2016	employee background check		\$66.00
82856	02/19/2016	Open			CALE AMERICA INC.	\$1,465.7
	Invoice		Date	Description		Amount
	139369		01/31/2016	Cale parking station battery and refurbished mainboard		\$752.80
	139375		02/01/2016	Cale parking station bill validator		\$712.94
82857	02/19/2016	Open			CALIF LAW ENFORCEMENT ASSOC OF RECORDS	\$50.0
	Invoice		Date	Description		Amount
	CLEAR021016		02/10/2016	CLEA membership for T. Hernandez		\$50.00
82858	02/19/2016	Open			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$425.0
	Invoice		Date	Description		Amount
	2256		02/04/2016	January televised meetings		\$425.00
82859	02/19/2016	Open			CRESTOR INC.	\$517.9
	Invoice		Date	Description		Amount
	R216008		02/02/2016	Custom bronze plaque - Santillan, Perkins, Saber		\$517.98
82860	02/19/2016	Open			CRYSTAL SPRINGS WATER CO.	\$283.5
	Invoice		Date	Description		Amount
	CSW01312016		01/31/2016	Monthly Drinking Water		\$283.50

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# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transaction Amount
82861	02/19/2016	Open			DEITER, MICHELE	\$653.1
	Invoice		Date	Description		Amount
	Deiter0121416		01/14/2016	Training - lodging		\$653.16
82862	02/19/2016	Open			DEPARTMENT OF HOUSING AND COMMUNITY DEV (HCD)	\$25.0
	Invoice		Date	Description		Amount
	HCD-Phillips		02/11/2016	Statement to Encumber: Linda Phillips 5552 - Cap Hsg Succ- Program Income		\$25.00
82863	02/19/2016	Open			DEPARTMENT OF HOUSING AND COMMUNITY DEV (HCD)	\$25.0
	Invoice		Date	Description		Amount
	HCD-Freymuth		02/11/2016	Statement to Encumber Freymuth 1351 - CDBG Program Income		\$25.00
82864	02/19/2016	Open			eFolder Systems	\$125.0
	Invoice		Date	Description		Amount
	INV00047379		01/31/2016	January electronic storage monthly fee 2211 - ISF - Information Technology		\$125.00
82865	02/19/2016	Open			FIRST ALARM SECURITY & PATROL INC.	\$208.8
	Invoice		Date	Description		Amount
	899220		02/15/2016	security service 3/1-5/31/16		\$208.89
82866	02/19/2016	Open			GEORGE McMENAMIN	\$90.0
	Invoice		Date	Description		Amount
	02		02/06/2016	Riparian Restoration 15/16		\$90.00
82867	02/19/2016	Open			GRANITE ROCK COMPANY	\$135.4
	Invoice		Date	Description		Amount
	942806		02/06/2016	drywall supplies		\$135.45
82868	02/19/2016	Open			HARRIS & ASSOCIATES	\$5,145.0
	Invoice		Date	Description		Amount
	30709		02/06/2016	January Design Services-Park Avenue Sidewalk Project 1200 - Capital Improvement Fund		\$5,145.00
82869	02/19/2016	Open			HERNANDEZ, TRACIE	\$100.4
	Invoice		Date	Description		Amount
	Hernandez020516		02/05/2016	Training mileage reimbursement T. Hernandez		\$100.44

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transaction Amount
82870	02/19/2016	Open			HOME DEPOT CREDIT SERVICES	\$1,386.6
	Invoice		Date	Description		Amount
	7212318		01/12/2016	Gutter and soffet repair		\$294.25
	5010776		01/14/2016	Mop and bucket		\$79.98
	0560914		01/19/2016	Outlet		\$1.04
	0583339		01/19/2016	LED lights		\$17.45
	3012299		01/26/2016	Batteries		\$31.25
	4022229		01/25/2016	Wood		\$52.55
	3012314		01/26/2016	Insulation		\$43.70
	2012422		01/27/2016	Air hose		\$41.07
	7013991		12/23/2015	Patch		\$27.79
	5020876		12/15/2015	Paint rollers/graffiti		\$16.14
	7023261		02/01/2016	Broom		\$10.79
	1022737		01/28/2016	Flashing - windows		\$57.62
	4013388		02/04/2016	Ladder, LED's		\$135.00
	4013473		02/04/2016	Wood		\$10.86
	3563087		02/05/2016	Blinds		\$168.58
	0024200		02/08/2016	LED's, cable		\$83.31
	6023478		02/02/2016	Bucket and brush		\$17.14
	9586059		02/09/2016	Blinds		\$168.58
	2574502		02/16/2016	LED lights		\$129.51
82871	02/19/2016	Open			HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ	\$3,016.0
	Invoice		Date	Description		Amount
	16-7CDBG		02/03/2016	Jan CDBG Housing Rehab and Homeownership assistance program 1350 - CDBG Grants		\$3,016.00
82872	02/19/2016	Open			ILLINGWORTH & RODKIN INC	\$277.5
	Invoice		Date	Description		Amount
	15-095-5		02/08/2016	15-068 Monterey skate park January consulting services		\$277.50
82873	02/19/2016	Open			KIMLEY-HORN AND ASSOCIATES INC.	\$22,166.1
	Invoice		Date	Description		Amount
	7381618		01/31/2016	City Corporation Yard Grading		\$7,000.00
	7459586		01/31/2016	Enhanced Bike Lane @ Highway 1 Crossing		\$2,169.50
	7459588		01/31/2016	Rispin/Peery Park Improv. CDBG-HRPPG grant		\$11,070.50
	7459587		01/31/2016	Stockton Avenue Bridge Parkway Design		\$1,050.00
	7488828		01/31/2016	PW Staff Augmentation		\$677.29
	7488818		01/31/2016	Pacific Cove Rail Trail Phase I		\$198.90
				1000 - General Fund	\$7,000.00	
				1200 - Capital Improvement	\$14,488.90	
				1310 - Gas Tax Fund	\$677.29	
82874	02/19/2016	Open			LABORMAX STAFFING	\$829.9
	Invoice		Date	Description		Amount
	26-57870		02/12/2016	Temporary staffing 2/8 - 2/11/16		\$829.91
82875	02/19/2016	Open			LAW ENFORCEMENT PSYCHOLOGICAL SERVICES INC.	\$375.0
	Invoice		Date	Description		Amount
	1602386		02/05/2016	pd psychological assessment		\$375.00

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transaction Amount
82876	02/19/2016	Open			LAW ENFORCEMENT TARGETS, INC.	\$70.8
	Invoice		Date	Description		Amount
	0292423		10/20/2015	Shooting range targets (50)		\$70.83
82877	02/19/2016	Open			LIUNA PENSION FUND	\$686.4
	Invoice		Date	Description		Amount
	CJ4030		01/31/2016	LIUNA Pension Dues Jan 2016 1001 - Payroll Payables		\$686.40
82878	02/19/2016	Open			MACKAY METERS INC	\$115.2
	Invoice		Date	Description		Amount
	1043477		01/31/2016	Mackay parking meter monthly fees & credit card fees		\$115.28
82879	02/19/2016	Open			MILLER'S TRANSFER & STORAGE CO.	\$211.8
	Invoice		Date	Description		Amount
	87525		02/06/2016	Monthly Record Storage and Warehouse Handling		\$211.80
82880	02/19/2016	Open			MOFFATT & NICHOL	\$2,354.5
	Invoice		Date	Description		Amount
	716198		02/17/2016	Condition Assessment of the Capitola Wharf 1311 - Wharf Fund		\$2,354.50

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transactio Amou
82881	02/19/2016	Open			ORCHARD SUPPLY HARDWARE	\$970.1
	Invoice		Date	Description		Amount
	104195		01/18/2016	Center supplies		\$56.25
	116227		01/18/2016	Center supplies		\$21.67
	103882		01/12/2016	Graffiti paint		\$13.19
	115837		01/12/2016	Graffiti removal supplies		\$8.24
	047275		01/22/2016	screwdriver set		\$46.48
	045792		01/14/2016	zinc fender washer x12		\$49.70
	046694		01/19/2016	security screwdriver set		\$20.65
	104093		01/13/2016	hex nuts		\$16.00
	079873		01/12/2016	Stretch ties		\$24.74
	104004		01/13/2016	Sawzall blade		\$21.68
	046978		01/20/2016	Irrigation supplies		\$3.18
	116568		01/21/2016	Socket adapters		\$8.24
	047875		01/25/2016	Light bulbs		\$35.62
	087396		12/22/2015	Tote		\$25.82
	990103		12/22/2015	Tote returned		(\$25.82)
	048396		01/28/2016	Broom and parts		\$23.73
	049170		02/01/2016	Graffiti supplies		\$252.22
	024921		02/02/2016	Drill bit and nut driver set, lag screws		\$53.81
	024922		02/02/2016	Totes and irrigation supplies		\$77.26
	106665		01/29/2016	Graffiti paint		\$15.26
	025049		02/03/2016	Concrete patch		\$35.09
	050901		02/05/2016	Electrical supplies		\$7.35
	050947		02/05/2016	Stainless Steel cleaner		\$6.71
	040537		02/08/2016	Sharpies, gloves		\$35.07
	065439		02/10/2016	Shooting range target supplies		\$9.90
	051722		02/09/2016	Aerator		\$12.38
	051997		02/11/2016	Dish soap		\$8.75
	065654		02/11/2016	Screws		\$8.25
	042140		02/16/2016	Broom and batteries		\$29.94
	066652		02/16/2016	Hex bolts		\$9.91
	026111		02/09/2016	exhibit supplies		\$24.77
	033166		02/07/2016	exhibit supplies		\$5.54
	040169		02/06/2016	exhibit supplies		\$18.97
	042173		02/16/2016	exhibit supplies		\$10.29
				1000 - General Fund	\$958.46	
				1311 - Wharf Fund	\$12.38	
82882	02/19/2016	Open			PALACE OFFICE SUPPLIES	\$208.1
	Invoice		Date	Description		Amount
	356649-0		02/10/2016	office supplies		\$208.26
82883	02/19/2016	Open			PRINT SMITH INC	\$456.1
	Invoice		Date	Description		Amount
	74471		02/04/2016	Public Review draft zoning code and binders x16		\$456.21
				1313 - General Plan Update and Maint		
82884	02/19/2016	Open			PRINTING SYSTEMS, INC.	\$156.1
	Invoice		Date	Description		Amount
	94010		02/10/2016	business license envelopes (1,000)		\$156.78

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transaction Amount
82885	02/19/2016	Open			RMG OF SANTA CRUZ COUNTY INC	\$195.00
	Invoice		Date	Description		Amount
	5424588		01/26/2016	pre-employment examination PD		\$195.00
82886	02/19/2016	Open			RYAN, SARAH	\$155.98
	Invoice		Date	Description		Amount
	111661		02/17/2016	Blankenship's going away lunch		\$155.98
82887	02/19/2016	Open			SANTA CRUZ COUNTY ANIMAL SHELTER	\$164.00
	Invoice		Date	Description		Amount
	4128		02/10/2016	Quarterly animal services		\$164.00
82888	02/19/2016	Open			SANTA CRUZ COUNTY INFORMATION SERVICES	\$521.99
	Invoice		Date	Description		Amount
	SCC02012016		02/01/2016	Monthly open query service		\$521.99
82889	02/19/2016	Open			SILICON VALLEY MONTEREY BAY COUNCIL BSA	\$312.50
	Invoice		Date	Description		Amount
	0068461		11/20/2015	Registration and insurance		\$290.00
	0068464		11/20/2015	Registration and Insurance		\$22.50
82890	02/19/2016	Open			SOQUEL CREEK WATER DISTRICT	\$2,482.10
	Invoice		Date	Description		Amount
	SCWD01212016		01/21/2016	Monthly water usage, irrigation		\$1,648.40
	SCWD01212016b		01/21/2016	Monthly water use		\$833.70
				1000 - General Fund	\$2,100.59	
				1311 - Wharf Fund	\$381.51	
82891	02/19/2016	Open			STRELOW CONSULTING	\$2,392.50
	Invoice		Date	Description		Amount
	021601		02/01/2016	Monterey Ave Skate Park EIR		\$2,392.50
82892	02/19/2016	Open			SUPPLYWORKS	\$91.68
	Invoice		Date	Description		Amount
	1754601-01		02/02/2016	Cleaning supplies		\$91.68
82893	02/19/2016	Open			UNITED STATES POSTAL SERVICE	\$5,100.00
	Invoice		Date	Description		Amount
	6754LS		02/17/2016	late spring brochure postage		\$5,100.00
82894	02/19/2016	Open			Anthony Vitale	\$818.00
	Invoice		Date	Description		Amount
	15-184		02/16/2016	15-184 702 Riverview Drive - addition to SF		\$818.00
82895	02/19/2016	Open			Elizabeth Hirata	\$500.00
	Invoice		Date	Description		Amount
	15-182		02/09/2016	15-182 tree deposit refund		\$500.00
82896	02/19/2016	Open			John P McEnergy III	\$1,078.00
	Invoice		Date	Description		Amount
	15-174		02/16/2016	15-174 510 El Salto - addition to SF home		\$1,078.00

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/19/2016

Check #	Invoice #	Status	Invoice Date	Description	Payee Name	Transactio Amou
82897	02/19/2016	Open			Joseph Appenrodt	\$2,521.20
	Invoice		Date	Description		Amount
	15-160		02/19/2016	15-160 1575 38th ave. planning refund		\$2,521.20
82898	02/19/2016	Open			Maor Katz	\$1,971.50
	Invoice		Date	Description		Amount
	15-183		02/16/2016	15-183 211 Monterey Ave Determination of Historic Significance		\$1,971.50
82899	02/19/2016	Open			Michael Marquez	\$98.10
	Invoice		Date	Description		Amount
	2002421.002		02/12/2016	Class Refund		\$98.10
82900	02/19/2016	Open			Paradise Landscape Inc	\$500.00
	Invoice		Date	Description		Amount
	15-199		02/16/2016	15-199 tree deposit refund		\$500.00
82901	02/19/2016	Open			Tamara Marin	\$2,000.00
	Invoice		Date	Description		Amount
	15-190		02/16/2016	15-190 421 Capitola Ave Historic Evaluation		\$2,000.00
Type Check Totals:						\$66,851.1

**CITY - Main City Totals**

	Count:	Total
Checks	52	\$66,851.1
EFTs	0	\$0.0
All	52	\$66,851.1

**WELLS - Payroll Totals**

Checks	8	\$3,649.6
EFTs	86	\$139,404.8
All	94	\$143,054.4

**Grand Totals:**

Checks	60	\$70,500.7
EFTs	86	\$139,404.8
All	146	\$209,905.5

Attachment: 02-19-16 City Check Register (1283 : Approval of City Check Registers)

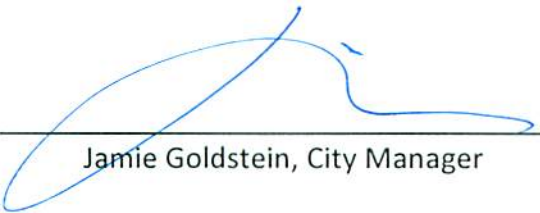
Accounts payable checks dated 02/26/16 and numbered 82902 to 82943, totaling \$100,967.04, plus 8 efts totaling \$135,341.86, for a total disbursement of \$236,308.90, have been reviewed and authorized for distribution by the City Manager.

As of 02/26/2016 the unaudited cash balance is \$4,727,566.09.

**CASH POSITION - CITY OF CAPITOLA 02/26/2016**

	<u>Net Balance</u>
General Fund	\$324,393.21
Payroll Payables	\$23,797.93
Contingency Reserve Fund	\$1,848,645.66
PERS Contingency Fund	\$150,000.00
Facilities Reserve Fund	\$154,870.00
Capital Improvement Fund	\$1,863,479.05
Stores Fund	\$21,777.31
Information Technology Fund	\$118,797.73
Equipment Replacement	\$76,308.99
Self Insurance Liability Fund	\$47,718.79
Worker's Comp. Ins. Fund	\$75,351.79
Compensated Absences Fund	\$22,425.63
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<u><u>\$4,727,566.09</u></u>

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



\_\_\_\_\_  
 Jamie Goldstein, City Manager

\_\_\_\_\_  
 02/26/2016  
 Date

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)



# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82902	02/22/2016	Open			CVS PHARMACY INC.	\$29.4
	Invoice		Date	Description		Amount
	121015		12/10/2015	General Supplies		\$29.43
82903	02/23/2016	Open			WELLS FARGO BANK	\$3,430.4
	Invoice		Date	Description		Amount
	WF02022016		02/23/2016	January 2016 credit card charges		\$3,430.40
				Purchases above threshold:		
				Building Inspector Seminar	\$850.00	
				Dally- SLI training travel expense	\$507.96	
				1000 - General Fund	\$3,114.94	
				1313 - General Plan Update/Maint	\$26.00	
				2210 - ISF - Stores Fund	\$24.95	
				2211 - ISF - Information Technology	\$264.51	
82904	02/26/2016	Open			A SIGN ASAP	\$157.5
	Invoice		Date	Description		Amount
	160106		02/11/2016	Wharf speed limit sign		\$157.54
				1311 - Wharf Fund		
82905	02/26/2016	Open			ANDERSON BRULE ARCHITECTS INC.	\$5,200.0
	Invoice		Date	Description		Amount
	14.1202.2-5		02/09/2016	January services: Library color rendering		\$5,200.00
82906	02/26/2016	Open			ANDREW DALLY	\$338.2
	Invoice		Date	Description		Amount
	Dally02102016		02/10/2016	SBSLI training in San Diego		\$338.25
82907	02/26/2016	Open			APTOS LANDSCAPE SUPPLY INC.	\$73.9
	Invoice		Date	Description		Amount
	412801		02/18/2016	Mini bark		\$73.95
82908	02/26/2016	Open			BANK OF AMERICA	\$16.0
	Invoice		Date	Description		Amount
	0012160012		02/11/2016	Analysis charge January 2016		\$16.00
82909	02/26/2016	Open			BANK OF AMERICA	\$20.3
	Invoice		Date	Description		Amount
	BOA022062016		02/06/2016	MBASIA meeting travel expenses		\$20.39
82910	02/26/2016	Open			BAY PHOTO LAB	\$726.7
	Invoice		Date	Description		Amount
	5364863		02/19/2016	museum exhibit prints		\$55.03
	5331359		02/04/2016	museum exhibit prints		\$169.29
	5351984		02/13/2016	museum exhibit prints		\$84.19
	5338374		02/08/2016	museum exhibit prints and mounting		\$64.01
	5337698		02/08/2016	museum exhibit prints and mounting		\$235.00
	5337697		02/08/2016	museum exhibit 20x30 print		\$25.39
	5342236		02/09/2016	museum exhibit prints and mounting		\$93.80

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82911	02/26/2016	Open			BIOBAG AMERICAS INC.	\$1,271.5
	Invoice		Date	Description		Amount
	439502		02/17/2016	Dog waste bags		\$1,271.59
82912	02/26/2016	Open			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,653.5
	Invoice		Date	Description		Amount
	POA02232016		02/13/2016	POA & Gym Dues PPE 02-13-16 1001 - Payroll Payables		\$1,653.50
82913	02/26/2016	Open			COLEY HEATH INVESTIGATIONS	\$450.0
	Invoice		Date	Description		Amount
	314		01/12/2016	PD background check		\$450.00
82914	02/26/2016	Open			DEITER, MICHELE	\$397.2
	Invoice		Date	Description		Amount
	Deiter01142016		01/14/2016	Laserfiche training mileage reimbursement		\$397.22
82915	02/26/2016	Open			DONALD W ALLEY	\$3,798.5
	Invoice		Date	Description		Amount
	1215-01-B		02/18/2016	Fish & Wildlife Monitoring of Soquel Creek Year 2 of 3 FY 15/16		\$3,798.57
82916	02/26/2016	Open			FARWEST NURSERY	\$16.2
	Invoice		Date	Description		Amount
	449298		02/18/2016	Plants		\$16.23
82917	02/26/2016	Open			FLYERS ENERGY LLC	\$4,498.0
	Invoice		Date	Description		Amount
	16-209914		02/18/2016	53 gallons diesel		\$122.62
	16-209912		02/18/2016	391 gallons ethanol		\$992.39
	16-206406		02/11/2016	267 gallons ethanol		\$707.56
	16-206407		02/11/2016	245 gallons diesel		\$539.61
	16-204989		02/09/2016	319 gallons ethanol		\$811.04
	16-202181		01/29/2016	110 gallons diesel		\$238.90
	16-202180		01/29/2016	384 gallons ethanol		\$1,085.90
82918	02/26/2016	Open			G2 FORENSIC INVESTIGATIONS	\$960.0
	Invoice		Date	Description		Amount
	286		02/16/2016	POST mandated PD background check		\$960.00
82919	02/26/2016	Open			GEORGE McMENAMIN	\$512.5
	Invoice		Date	Description		Amount
	41		02/23/2016	Riparian Restoration 15/16		\$512.50
82920	02/26/2016	Open			GLADWELL GOVERNMENT SERVICES INC	\$250.0
	Invoice		Date	Description		Amount
	3398		02/15/2016	Records retention legal review		\$250.00
82921	02/26/2016	Open			GLOBAL ENVIRONMENTAL PRODUCTS INC	\$228.7
	Invoice		Date	Description		Amount
	630032		02/10/2016	headlamp switch, turn signal kit 1310 - Gas Tax Fund		\$228.71

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82922	02/26/2016	Open			HOLLISTER HONDA	\$255.0
	Invoice		Date	Description		Amount
	165748		02/04/2016	Motorcycle starter		\$255.09
82923	02/26/2016	Open			HOSE SHOP	\$244.4
	Invoice		Date	Description		Amount
	384702		02/10/2016	hose kit, coupler, adapter, nipple		\$244.42
82924	02/26/2016	Open			ICMA RETIREMENT TRUST 457	\$5,542.0
	Invoice		Date	Description		Amount
	ICMA02232016		02/13/2016	457 contributions PPE 02-13-16 1001 - Payroll Payables		\$5,542.01
82925	02/26/2016	Open			J JOHNSON & CO INC.	\$60,065.0
	Invoice		Date	Description		Amount
	JJC2		02/15/2016	Capitola Avenue Storm Drain Repair Project		\$56,027.25
	ExtraWork		02/16/2016	Capitola Avenue Storm Drain Repair Project 1200 - Capital Improvement Fund		\$4,037.76
82926	02/26/2016	Open			KATHY D'ANGELO	\$293.8
	Invoice		Date	Description		Amount
	000V-12092015		02/11/2016	Barbara Reding Interview, DVD burns, SanDisk		\$293.80
82927	02/26/2016	Open			KBA Docusys Inc.	\$110.7
	Invoice		Date	Description		Amount
	INV407231		02/01/2016	Quarterly contract copier charges 2211 - ISF - Information Technology		\$110.75
82928	02/26/2016	Open			LABORMAX STAFFING	\$781.4
	Invoice		Date	Description		Amount
	26-58130		02/19/2016	Seasonal labor		\$781.44
82929	02/26/2016	Open			LEAGUE OF CALIFORNIA CITIES	\$80.0
	Invoice		Date	Description		Amount
	LOCC02192016		02/19/2016	LOCC meeting: Bertrand and Harlan		\$80.00
82930	02/26/2016	Open			LIFE INSURANCE CO OF NORTH AMERICA-CIGNA	\$2,228.7
	Invoice		Date	Description		Amount
	CIGNA02232016		02/13/2016	LTD, STD, Life, BDep, ADD insurance - PPE 02-13-16 1000 - General Fund (\$0.16) 1001 - Payroll Payables		\$2,228.75 \$2,228.91
82931	02/26/2016	Open			LLOYDS TIRE SERVICE	\$25.0
	Invoice		Date	Description		Amount
	298955		02/05/2016	flat repair		\$25.00
82932	02/26/2016	Open			MARTIN & CHAPMAN CO.	\$127.0
	Invoice		Date	Description		Amount
	2016073		02/08/2016	election supplies		\$127.08

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82933	02/26/2016	Open			NORTH BAY FORD	\$18.0
	Invoice		Date	Description		Amount
	253545		02/02/2016	lock assembly		\$18.04
82934	02/26/2016	Open			OLIVE SPRINGS QUARRY INC.	\$2,069.2
	Invoice		Date	Description		Amount
	102421		02/16/2016	Asphalt and oil - Plum St		\$770.13
	102420		02/16/2016	Asphalt - Kennedy Dr. 1310 - Gas Tax Fund		\$1,299.14
82935	02/26/2016	Open			PALACE OFFICE SUPPLIES	\$548.0
	Invoice		Date	Description		Amount
	357751-0		02/17/2016	pens, binders		\$20.17
	356361-0		02/08/2016	binders, paper		\$322.88
	355934-0		02/04/2016	Envelopes, folders, notepads		\$121.57
	9242751-0		02/17/2016	museum exhibit mounting supplies		\$54.97
	9240001-0		02/09/2016	museum exhibit mounting supplies and display book		\$28.43
				1000 - General Fund	\$304.08	
				2210 - ISF - Stores Fund	\$243.94	
82936	02/26/2016	Open			PAPE MACHINERY	\$130.5
	Invoice		Date	Description		Amount
	9808486		02/11/2016	O-rings, heat exchanger, receiver		\$130.53
82937	02/26/2016	Open			PESTICIDE APPLICATORS PROF ASSOC.-PAPA	\$250.0
	Invoice		Date	Description		Amount
	PAPA03302016		02/24/2016	Training and membership fees: DeLaTorre, Kotila, Garcia		\$250.00
82938	02/26/2016	Open			POLAR AUTOMOTIVE & RADIATOR	\$1,960.6
	Invoice		Date	Description		Amount
	20905		02/02/2016	sweeper radiator, pressure test, repair and recore 1310 - Gas Tax Fund		\$1,960.63
82939	02/26/2016	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$879.0
	Invoice		Date	Description		Amount
	SCMU02242016		02/12/2016	Monthly water service for medians		\$879.03
82940	02/26/2016	Open			SUPPLYWORKS	\$1,057.5
	Invoice		Date	Description		Amount
	1763634-00		02/16/2016	Cleaning supplies		\$1,057.59
82941	02/26/2016	Open			UNITED WAY OF SANTA CRUZ COUNTY	\$50.0
	Invoice		Date	Description		Amount
	UW02232016		02/13/2016	United way contributions 2-13-16 PPE 1001 - Payroll Payables		\$50.00
82942	02/26/2016	Open			US BANK PARS	\$156.3
	Invoice		Date	Description		Amount
	PARS02232016		02/13/2016	PARS contributions PPE 02-13-16		\$156.36

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
82943	02/26/2016	Open			First Call	\$65.2
	Invoice		Date	Description		Amount
	2763-176260		02/04/2016	circuit testers and supplies		\$65.21
<b>Type Check Totals:</b>						<b>\$100,967.0</b>
<b>EFT</b>						
228	02/23/2016	Open			CalPERS Health Insurance	\$58,846.0
	Invoice		Date	Description		Amount
	1964		02/23/2016	March health insurance		\$58,846.00
				1000 - General Fund	\$2,856.47	
				1001 - Payroll Payables	\$55,989.53	
229	02/24/2016	Open			CalPERS Member Services Division	\$45,927.6
	Invoice		Date	Description		Amount
	PERS02232016		02/24/2016	PERS contributions 2/19/16 pay day		\$45,927.67
				1000 - General Fund	(\$0.18)	
				1001 - Payroll Payables	\$45,927.85	
230	02/23/2016	Open			EMPLOYMENT DEVELOPMENT DEPT	\$5,377.2
	Invoice		Date	Description		Amount
	EDD02232016		02/13/2016	State taxes 2/19/16 payroll		\$5,377.22
				1001 - Payroll Payables		
231	02/22/2016	Open			INTERNAL REVENUE SERVICE	\$23,282.4
	Invoice		Date	Description		Amount
	IRS02222016		02/13/2016	Federal taxes & medicare 2/19/16 payroll		\$23,282.44
				1001 - Payroll Payables		
232	02/22/2016	Open			STATE DISBURSEMENT UNIT	\$1,117.8
	Invoice		Date	Description		Amount
	SDU02222016		02/13/2016	Garnishment PPE 02/13/16		\$1,117.84
				1001 - Payroll Payables		
233	02/25/2016	Open			DISCOVERY BENEFITS	\$148.0
	Invoice		Date	Description		Amount
	618905-IN		01/31/2016	Jan 2016 monthly COBRA and FSA		\$148.00
234	02/25/2016	Open			CalPERS Member Services Division	\$631.4
	Invoice		Date	Description		Amount
	100000014689956		02/25/2016	Jacques Bertrand arrears contributions		\$631.49
235	02/22/2016	Open			STATE BOARD OF EQUALIZATION	\$11.2
	Invoice		Date	Description		Amount
	BOE02222016		02/10/2016	Sales tax on business license envelopes		\$11.20
<b>Type EFT Totals:</b>						<b>\$135,341.8</b>

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)

# City Checks Issued 02/26/2016

Check#	Invoice#	Status	Invoice Date	Description	Payee Name	Transaction Amount
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**CITY - Main City Totals**

	Count:	Total
Checks	42	\$100,967.0
EFTs	8	\$135,341.8
All	50	\$236,308.9

Attachment: 02-26-16 City Check Register (1283 : Approval of City Check Registers)



## CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF MARCH 24, 2016**

FROM: Capitola Police Department

SUBJECT: Consider a Resolution to Establish Hours That Would Prohibit a Right Hand Turn on a Red Light at the Intersection of 41st Avenue and Clares Street

**RECOMMENDED ACTION:** Consider a Resolution setting hours that would prohibit a right turn on a red light from 10:00 a.m. to 6:00 p.m. at Clares Street and 41<sup>st</sup> Avenue.

**BACKGROUND:** In July 2012, the intersection at 41st Avenue and Clares Street was re-designed for safety reasons, and to increase traffic flow and decrease congestion. During the re-design, the following changes were made:

- The No. 3 lane (the outside lane) traveling east on Clares Street, leaving the Capitola Mall, was prohibited from turning left.
- The right turn lane for vehicle traffic traveling west on Clares Street at 41<sup>st</sup> Avenue was prohibited from turning right on a red light.
- The concrete center median was reduced in size by eight feet.
- The red curb was extended on Clares Street along the north curb-line between 41<sup>st</sup> Avenue and Derby Avenue to reduce congestion and extend the queue line of vehicles preparing to make a right turn onto 41<sup>st</sup> Avenue.

**DISCUSSION:** Since the changes to the intersection, staff has received concerns from residents about the “No Right on Red” restriction. The concerns expressed were that off peak hours did not justify the need for such a restriction. Wait times during off peak hours, such as early morning or late evening, were extended due to lighter than normal traffic flow. Staff examined the accident data since the redesign. The table below lists the number of collisions at the intersection since 2007. In review of the accident data since the redesign in 2012, all of the collisions at the intersection occurred between the hours of 10:00 a.m. and 6:00 p.m.

ACCIDENTS AT THE INTERSECTION OF 41 <sup>ST</sup> & CLARES	
2015	8
2014	5
2013	4
2012	5 * Redesign
2011	9
2010	13
2009	11
2008	15
2007	14

Traffic signal 41st/Clares  
March 24, 2016

Based on the examination of the hours of the collisions and the concerns by residents, staff agrees with the residents that setting hours prohibiting the right turn on a red light would improve traffic flow during off peak hours.

FISCAL IMPACT: None

Report Prepared By: Rudy Escalante  
Police Chief



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Jamie Goldstein, City Manager

3/17/2016



Traffic signal 41st/Clares  
March 24, 2016

**DRAFT RESOLUTION NO. \_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA  
SETTING THE HOURS THAT WOULD PROHIBIT A RIGHT TURN ON A RED LIGHT FROM  
10:00 A.M. TO 6:00 P.M. AT CLARES STREET AND 41<sup>ST</sup> AVENUE**

**WHEREAS**, State of California Department of Transportation Traffic Manual designates warrants that allow for the setting of hours prohibiting turning movements where the combination of congested traffic, restricted view, and accident records indicate a need to control by prohibiting turning movements during peak hours of traffic; and

**WHEREAS**, the area of Clares Street at 41<sup>st</sup> Avenue, specifically west bound traffic on Clares as it approaches 41<sup>st</sup> Avenue, with two lanes of traffic that includes a marked right lane for right turns onto north bound 41<sup>st</sup> Avenue and is controlled by an overhead traffic signal; that has limited visibility and traffic congestion during peak hours of traffic.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Capitola that the Public Works Department is hereby ordered to establish and post hours that would prohibit a right hand turn on a red light from westbound Clares Street on to northbound 41<sup>st</sup> Avenue a from 10:00 a.m. to 6:00 p.m., seven days a week.

**I HEREBY CERTIFY** that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 24<sup>th</sup> day of March 2016, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ed Bottorff, Mayor

ATTEST:

\_\_\_\_\_, CMC  
Susan Sneddon, City Clerk



# CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 24, 2016

FROM: Public Works Department

SUBJECT: Accept the Capitola Avenue Storm Drain Project as Complete

**RECOMMENDED ACTION:** Accept the Capitola Avenue Storm Drain Repair Project constructed by Johnson & Company, Inc, as complete at a final cost of \$110,567.40, and authorize the Director of Public Works to release the contract retention of \$11,056.74 in 35 days following the recordation of the Notice of Completion.

**BACKGROUND:** Johnson & Company has completed all work on the Capitola Avenue Storm Drain Repair Project. This project replaced an old storm drain line in the 300 block of Capitola Avenue to address intermittent flooding in the area.

**DISCUSSION:** The final contract cost was \$110,567.40 which is comprised of the original contract of \$106,081 plus \$4,486.40 in extra work to pay for additional labor to remove a larger than expected amount of concrete during demolition. The contractor did an good job in completing the project, including adjusting several utility crossings, working with staff to make adjustments in pipe material and size, and coordinating with the nearby businesses.

**FISCAL IMPACT:** The project accounting is as follows:

Expenditures

Engineering	\$ 10,255.00
Construction	\$110,567.40
Total	\$120,822.40

Funding

Original CIP	\$ 10,000
CIP transfer	\$125,644
Total	\$135,644

The remaining \$14,821.60 is available to transfer to other CIP projects in the future.

**ATTACHMENTS:**

1. Notice of Completion

Report Prepared By: Steve Jesberg  
Public Works Director

Jamie Goldstein, City Manager

3/17/2016

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

City of Capitola  
Public Works Department  
Attn: Steven Jesberg  
420 Capitola Avenue  
Capitola, California 95010

SPACE ABOVE THIS LINE FOR RECORDER'S USE

THIS INSTRUMENT IS BEING RECORDED FOR THE BENEFIT OF THE CITY OF CAPITOLA.  
NO RECORDING FEE IS REQUIRED PURSUANT TO GOVERNMENT CODE §27383.

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN that the City of Capitola, owner of the property hereinafter described, whose address is 420 Capitola Avenue, Capitola, California, has caused a work of improvements more particularly described as follows:

PROJECT NAME: Capitola Avenue Storm Drain Repair Project

PROJECT DESCRIPTION: Storm Drain Replacement

to be constructed on property more particularly described as follows:

DESCRIPTION: 300 Block of Capitola Avenue, Capitola, CA

ADDRESS: N/A

APN: N/A

The work of the improvement was completed by:

CONTRACTOR: Johnson and Company

ADDRESS: 600 Calabasas Road, Watsonville, CA 95076

The work of the improvements was actually completed on the 16<sup>th</sup> day of February 2016, and accepted by the City Council of said City on the 24<sup>th</sup> day of March 2016

Signature of City Official: \_\_\_\_\_

The undersigned certifies that he is an officer of the City of Capitola, that he has read the foregoing Notice of Completion and knows the content thereof; and that the same is true of his own knowledge, except as to those matters which are therein stated on information or belief, and as to those matters that he believes to be true. I certify under penalty of perjury that the foregoing is true and correct. Executed at the City of Capitola, County of Santa Cruz, State of California.

Steven E. Jesberg  
Director of Public Works

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: Notice of Completion (1407 : Capitola Avenue Storm Drain Repair NOC)



## CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF MARCH 24, 2016**

FROM: Capitola Police Department

SUBJECT: Approve the Surfers Path Special Event Permit

**RECOMMENDED ACTION:** Approve the new special event request for the Surfer's Path Hang Ten and Hang Five event and to move the Surfer's Path 10k/5k to February 26, 2017.

**BACKGROUND:** Currently, Lifestyle Escapes coordinates two running events within the City of Capitola. The Surfer's Path Marathon/Capitola Half Marathon in May, a race that begins in the City of Santa Cruz and travels into the Capitola Village and back out along Cliff Drive, and the Surfer's Path 10k/5k race in the beginning of November, a race that starts in the unincorporated area of Santa Cruz County and ends in the Capitola Village. Both these events have had little impact on the businesses and residents in the Village since they end before 11:00 a.m. In addition, Lifestyle Escapes posts the "no parking" areas before the events and provides staffing to assist with street closures.

**DISCUSSION:** The owner of Lifestyle Escapes is requesting an additional event, the Surfer's Path Hang Ten/Hang Five event. The Hang Ten and Hang Five event consists of a ten and five mile race. This event would begin in Capitola Village at Esplanade and San Jose Avenue, and then travels to Stockton Avenue and up Cliff Drive to Opal Cliff Drive. Both races would enter the unincorporated area of Santa Cruz County and return via the reverse route into the Capitola Village. The finish line is proposed for Esplanade at San Jose Avenue. The race would conclude at about 10:30 a.m. and the roadways will be open no later than 11:30 a.m. Lifestyle Escapes will post the same "no parking" areas as the Surfer's Path 10k/5k races and will provide staffing to assist with street closures.

If this event is approved, the event organizer is requesting this event take place on October 23, 2016, and move the Surfer's Path 10k/5k that normally takes place in early November to February 26, 2017. The Surfer's Path Marathon/Capitola Half Marathon will take place as usual on May 22, 2016.

**FISCAL IMPACT:** There will be nominal fees collected for event permits and any personnel costs associated with the new event.

**ATTACHMENTS:**

1. New Event Application
2. Map for Current Event
3. Map for Existing Event

Report Prepared By: Susan Sneddon  
City Clerk

Surfers Path Special Event Permit  
March 24, 2016



Jamie Goldstein, City Manager

**SPONSORING ORGANIZATION AND APPLICANT INFORMATION**

- Event Name: SURFERS PATH HANG 10/HANG 5
- Event Description: RUN/WALK
- Event Purpose: Promote the City of Capitola, SC County, Health & Fitness
- Sponsor: LIFESTYLE ESCAPES
- Sponsor's Address: P.O. Box 1563  
Capitola CA street 95010  
city state zip code
- Sponsoring Organization's Phone: (831) 257-9283
- FAX Number: ( ) \_\_\_\_\_ E-Mail Address: tom@lifestyleescapes.com
- Contact Person's Name: \_\_\_\_\_
- Business Phone: ( ) \_\_\_\_\_ Cellular Phone: ( ) \_\_\_\_\_
- FAX Number: ( ) \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Will you be using a professional Special Event Organizer? If yes, please include all foregoing information about the organizer on a separate sheet of paper and attach to your application.

**EVENT INFORMATION**

- Type of event:  Run  Festival  Parade  Sale  Motion Picture  Block Party
- Other (specify) \_\_\_\_\_
- Event Location: CAPITOLA STREETS VILLAGE - MAPS ATTACHED
- Event Dates: 10/23/16 Anticipated Attendance: 4,000
- Web Site Information: RUNSURFERSPATH.COM E-Mail Address: INFO@LIFESTYLEESCAPES.COM
- Will the public be invited?  Yes  No

Actual hours open to the public or "advertised" event hours:

- Date: 10/23/16 Time: 8:00 AM/PM to 11:00 AM/PM
- Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM
- Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM
- Has this event taken place before?  Yes  No Any changes to this event?  Yes  No
- If yes, what changes? \_\_\_\_\_
- If yes, please attach a copy of your last permit for this event, if available.
- Will this event be promoted, advertised or marketed in any manner?  Yes  No
- Will there be live media coverage during your event?  Yes  No
- If yes, please explain: Local media will be invited to cover the event.

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

ATTACH 1

• Are admission, entry or vendor participant fees required?  Yes  No

• If yes, explain: Public admission fees: \$ \_\_\_\_\_ per person

Participant entry fees: \$ 50/30 per person

Vendor fees: \$ 0 per booth

Number of vendors: 4-POST FOOD, RUN INDUSTRY, NON PROFITS

How many vendors are for profit? \_\_\_\_\_

How many vendors are nonprofit? \_\_\_\_\_

• \$ 50K Total estimated gross receipts, including tickets, product and sponsorship sales from this event. Explain how this amount was computed. Indicate amount per item.

*10% OF GROSS IS DONATED TO LOCAL SPORTS TEAMS / ORGANIZATIONS*

\$ \_\_\_\_\_ Admission fees

\$ \_\_\_\_\_ Product fees

\$ \_\_\_\_\_ Sponsorship

\$ \_\_\_\_\_ Participant entry fees

\$ \_\_\_\_\_ Other (Please specify): \_\_\_\_\_

• \$ 30K Total estimated expenses for this event.

\$ \_\_\_\_\_ Advertising

\$ \_\_\_\_\_ Wages, salaries

\$ \_\_\_\_\_ City services (police, fire, street closures)

\$ \_\_\_\_\_ Insurance

\$ \_\_\_\_\_ Business license fee

\$ \_\_\_\_\_ Other (Please specify): \_\_\_\_\_

• Is the organization a "tax exempt, nonprofit" organization? Yes  No

• \$ 20K Projected amount of revenue the Sponsoring Organization(s) will receive as a result of this event.

• Specify the organization(s) to receive funding: LIFESTYLE ESCAPES

• City sponsorship requested?  Yes  No If yes, please describe: \_\_\_\_\_

**OVERALL EVENT DESCRIPTION**

• Will a staging/setup/assembly location be required?  Yes  No

• If yes, begin day/date: 10/23/16 Start time: 5:00  AM /  PM

• Location: ESPLANADE AVE, ESPLANADE PARK, STAGE

• Description of the scope of the setup/assembly work (Attach additional pages and drawings as needed): START/FINISH ON ESPLANADE. MAP ATTACHED.

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

*ATTACH 1*

- If yes, dismantle day date: 10/23/16 Completion time: \_\_\_\_\_ AM/PM
- List the street(s) requiring closure as a result of this event. Include street names, day, date and time of closing and the time of reopening: 7AM - 11AM  
ESPLANADE  
SAN JOSE AVE  
CLIFF DRIVE (south side)  
STOCKTON

City of Capitola to conduct street closures as needed (cost to be specified)

- List street(s) requiring the posting of "No Parking" signs. Indicate days, dates, and times needed and an explanation of necessity for "No Parking" zone: \_\_\_\_\_  
5AM - 11AM: CLIFF DRIVE (south side)  
ESPLANADE  
SAN JOSE AVE

NOTE: "No Parking" signs will be posted twenty-four hours in advance of required days, dates and time. Cost for the posting of "No Parking" signs will be specified upon review of the application by City staff.

**OVERALL EVENT DESCRIPTION (continued)**

- Attach a diagram (please try to make diagram reasonably to scale), showing the overall layout and setup locations. Using the letters below, indicate the site for these on your diagram.
  - A Alcoholic and nonalcoholic concession
  - B First-aid facilities
  - C Tables and chairs
  - D Fencing, barriers and/or barricades
  - E Generator locations and/or sources of electricity
  - F Canopies or tent locations
  - G Booths, exhibits, displays or enclosures
  - H Scaffolding, bleachers, platforms, stages, grandstands, related structures
  - I Vehicles and/or trailers
  - J Trash containers or dumpsters
  - K Non-food vendor locations
  - L Food concession and/or food preparation areas
  - M Portable toilet locations

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

ATTACH 1



N Other related event components not covered above (describe separately)

- Please describe how food will be served at the event: Post Race Food Distribution  
AFTER FINISH - FRUIT, SPORTS BARS, WATER

- Will food be cooked in the event area?  Yes  No

- If yes, specify method:  Gas  Electric  Charcoal  Other (specify):  
\_\_\_\_\_

- Does the event involve the sale or use of alcoholic beverages?  Yes  No

- If yes, please describe: \_\_\_\_\_

- If alcohol is to be sold, how will the alcohol sales be regulated? \_\_\_\_\_

Please attach a copy of your ABC license.

- Will there be items or services sold at the event?  Yes  No

- If yes, please describe: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- Do the vendors have City of Capitola business licenses?  Yes  No

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

Attachment 1

**OVERALL EVENT DESCRIPTION (continued)**

Portable and/or permanent toilet facilities:

- Number of portable toilets: 5 (Recommended: 1 for every 250 people)
- Number of ADA-accessible toilets: 1 (Recommended: 10% of total toilets)

(NOTE: Unless the Applicant can substantiate the availability of both accessible and non-accessible toilet facilities in the immediate area of the site, the above is required. Portable toilet facilities must be in place 24 hours in advance, cleaned and sanitized daily during the event, and must be removed by 8:00 a.m. the next business day following the event. Location sites for portable toilets must be pre-approved prior to installation.)

- Number of trash receptacles: 4
- Number of dumpsters with lids: \_\_\_\_\_ (Recommended 1 per 400 people)
- Number of recycling containers: 4 (Voluntary)
- Describe the plan for cleanup and removal of waste and garbage during and after the event:

RECEPTACLES DISTRIBUTED AROUND VENUE/FOOD AREA. COURSE AND VENUE CLEANED FOLLOWING THE LAST RUNNER AND PRIOR TO LEAVING THE VENUE.

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(Note: It is the event organizer’s responsibility to dispose of waste and garbage daily throughout the term of the event, unless otherwise contracted with City staff, which will require a fee. Immediately upon conclusion of the event, the venue must be returned to a clean condition. Street sweeping can be arranged with City crews for an additional fee.)

**PARKING PLAN – SHUTTLE PLAN – MITIGATION OF IMPACT**

- Please provide a detailed description or diagram that indicates the proposed parking plan and/or shuttle plan for the event. Include a description of the parking plan/shuttle plan for the disabled.

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

ATTACH

Parking in Capitola Lots AND SURROUNDING AREAS.

- Describe plan to notify those residents, businesses, churches, etc. that will be impacted by this event.

we will notify Village businesses AND WHARF businesses. Resident notifications will be distributed three weeks AND three days prior to the event.

- Does this event involve a moving route of any kind along streets or sidewalks?

Yes    No

- If yes, highlight your proposed route on the enclosed map, indicating the directions of travel, and provide a written narrative to explain your route and its impact.

Attached

- Does this event involve a fixed venue site?    Yes    No

- If yes, highlight the site on the enclosed map, showing all the streets impacted by the event.

Attached

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

Attachment 1

# SAFETY - SECURITY

• Is there a professional security organization to handle security for this event?  Yes  No

• If yes, please name security company: \_\_\_\_\_

• If no, do you wish to contract police services from the Capitola Police Dept.?  Yes  No (See fee schedule)

*TRAFFIC CONTROL*

• Security company's address: \_\_\_\_\_  
street  
\_\_\_\_\_  
city state zip code

• Security Director's name: \_\_\_\_\_

• Security Director's phone number: ( \_\_ ) \_\_\_\_\_

• Security company's state license number: \_\_\_\_\_

• Security company's business license number: \_\_\_\_\_

• Security company's insurance carrier: \_\_\_\_\_ City or privately secured?

• On-site contact person (security supervisor): \_\_\_\_\_

• Any searches prior to entering? Yes  No

• Bottle and can check? Yes  No

• Metal detectors? Yes  No

• How many security guards at each entrance? \_\_\_\_\_

**Parking Lot Patrol (Private Security):**

• Security company: \_\_\_\_\_

• Contact person (security supervisor): \_\_\_\_\_

• Number of security guards patrolling the parking lot: \_\_\_\_\_

**Lighting:**

• If this is an evening event, please state how the event and surrounding areas will be illuminated to ensure the safety of the participants and spectators.

\_\_\_\_\_

**Medical:**

• Indicate what arrangements have been made for providing first-aid staffing:  
*There will be AN AMBULANCE w/ PARAMEDIC STAFF AT THE START/FINISH LINE. STAFF COMMUNICATION AT AID STATIONS AND ALONG THE COURSE. FIRE NOTIFIED.*

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)

*ATTACH 1*



### INSURANCE

Applicant must provide insurance at the following minimal limits: \$1,000,000 (one million) combined single limit. (Two million for the annual Art and Wine Festival). This Certificate of Insurance must name the City as an additional insured throughout the event duration, including setup and breakdown. The Certificate of Insurance, including limits of insurance, must be received by the Special Events Coordinator by \_\_\_\_\_ to finalize this permit.

### HOLD HARMLESS

The Applicant will, at its sole expense, provide the City with evidence of insurance for general liability and Worker’s Compensation benefits for accidents or injuries that occur or are sustained in connection with the special event which is the subject of this permit application and contract. The Applicant agrees on behalf of itself and on behalf of its agents and employees that the Applicant will not make a claim against, sue, attach the property of, or prosecute the City or any of the City’s agencies, employees, contractors or agents for injury or damages resulting from negligence or other acts, however caused, which might be asserted against the City in connection with actions taken by the City or the City’s employees or agents in connection with this Special Event Permit. In addition, Applicant, on behalf of itself and its agents and employees, as well as its successors and assigns, hereby releases, discharges and holds the City harmless from, and indemnifies the City against, all actions, claims or demands Applicant, or Applicant’s employees, agents, successors or assigns, or any third person now has or may hereafter have for personal injury or property damage resulting from the actions of the Applicant, the Applicant’s employees or agents, or any other person under the control of the Applicant, taken pursuant to this Special Event Permit whether said actions are characterized as negligent or intentional.

Applicant Signature: Thomas D Bradley

### ADVANCED CANCELLATION NOTICE REQUIRED

If this event is cancelled, notify the Special Events Coordinator at (831) 475-4242.

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the special event under Capitola Municipal Code, and that I understand that this applications is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager’s designee. I agree to comply with all permit conditions and with all other requirements of the City, County, state and federal governments and any other applicable entity that may pertain to the use of the event premises and the conduct of the event. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization and, therefore, agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the event to the City of Capitola.

Name of Applicant (print): THOMAS D BRADLEY  
Title: Race Director  
Signature of Applicant: Thomas D Bradley Date: 11/30/15

**Submit to Capitola PD**

Attachment: New Event Application (1405 : Surfers Path Special Event Permit)



**Capitola: START**  
**HANG TEN & FIVE**

START On Esplanade @ Stock  
 Lt onto Stockton Ave  
 Continue up Cliff Dr  
 Lt onto Opal Cliff

**Start: 8:00 am - Events  
 start together**

# Surfer's Path 10k/5k

# Finish

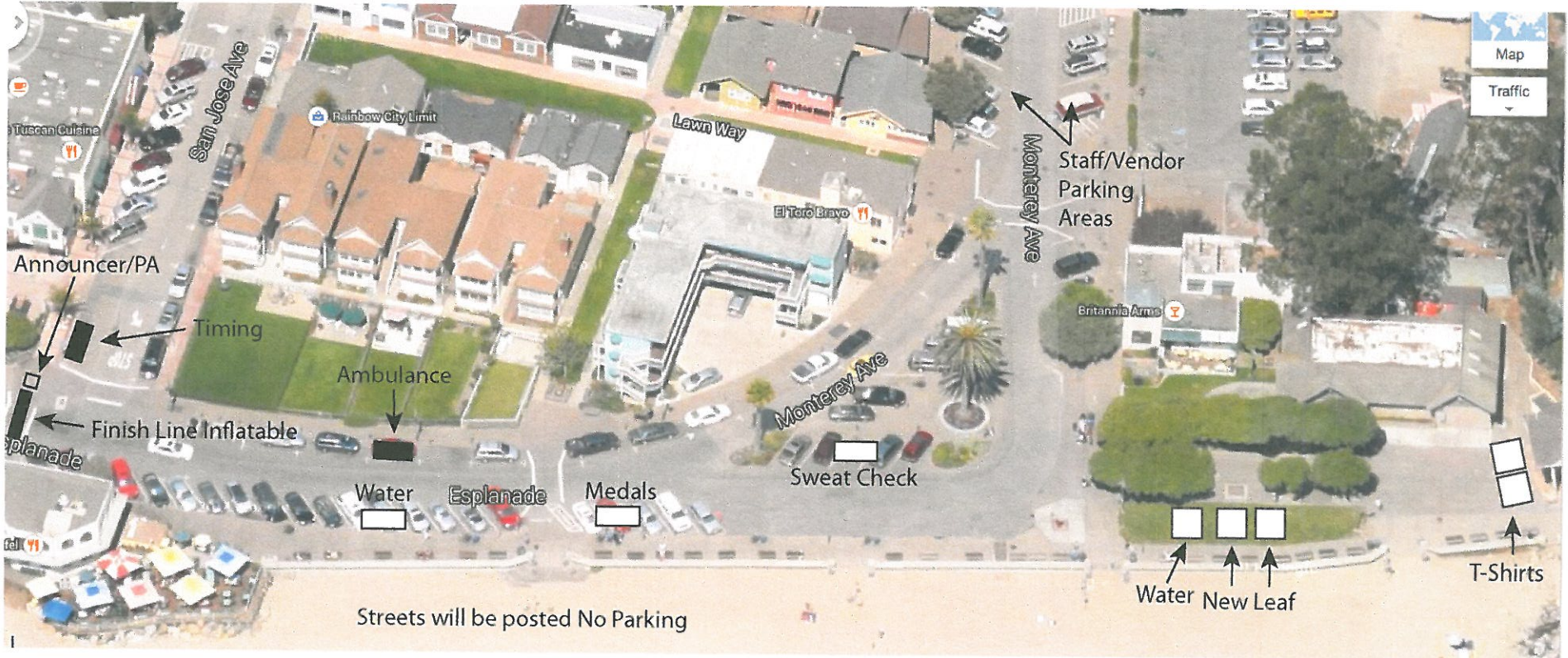








# Finish Area







# CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF MARCH 24, 2016**

FROM: Community Development  
SUBJECT: Review of In-Lieu Parking Fee Program

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**RECOMMENDED ACTION:** Receive presentation and provide direction.

**BACKGROUND:** The City Council adopted Administrative Policy I-33 (attached) to establish an In-lieu Parking Fee Program (Program) on October 10, 2013. On October 8, 2014, the City Council directed staff to place the Program on a future agenda for further discussion.

**DISCUSSION:** The City's Program was adopted to allow large Village hotel projects with valet service to satisfy parking requirements through the purchase or lease of parking spaces in Beach and Village Parking Lot #1. The Program would allow qualifying projects to purchase any or all of the 57 designated in-lieu parking spaces.

The Program was made possible by development of the new Beach and Village Parking Lot #2, which added 233 new public parking spaces to the City's inventory. The 57 space inventory for the Program represents the surplus parking capacity over the 176 space deficit identified in the 2008 Parking Analysis for Capitola Village.

An in-lieu fee program for the Village is consistent with the City's 1989 General Plan and certified Local Coastal Program, which required new development in the Village to provide parking outside the Village but within walking distance (exceptions are allowed for non-historic residential uses, the Mercantile, and former Capitola Theater site). The recently updated General Plan reiterates the requirement to provide remote parking for new Village development.

The adopted policy calls for City Council review of all requests to use the Program, and if approved, the cost for in-lieu spaces would be based on the pro-rated cost of constructing a parking structure. Revenue collected from the Program would be deposited into an interest bearing account established for the sole purpose of contributing to the financing of future parking facilities, such as a multi-level parking structure on the Beach and Village Parking Lot #1 property.

Since its adoption in 2013, staff has received inquiries from prospective applicants who are interested in development in and around the Village but cannot meet on-site parking requirements. Development concepts ranging from additional restaurant and bar uses, converting ground floor parking to commercial uses, and Village parklets (small dining areas located in vacated parking spaces) could be potential beneficiaries of an expanded Program.

Members of the Traffic and Parking Committee, however, have expressed concerns about

Review of In-Lieu Parking Fee Program  
March 24, 2016

allowing smaller projects to use the Program, citing that it could incrementally consume spaces needed for a future Village hotel and promote intensification which would in-turn exacerbate Village parking problems.

FISCAL IMPACT: None.

ATTACHMENTS:

1. In-Lieu Parking Fee Program: City Council Administrative Policy I-33

Report Prepared By: Rich Grunow  
Community Development Director



Jamie Goldstein, City Manager



## ADMINISTRATIVE POLICY

Number: I-33  
 Issued: October 10, 2013  
 Jurisdiction: City Council

### IN-LIEU PARKING FEE PROGRAM

#### I. PURPOSE

The purpose of this policy is to establish an In-Lieu Parking Fee Program (Program) for new hotel uses in the Village. The Program allows eligible development projects to purchase off-site parking spaces from the City in-lieu of providing on-site parking.

#### II. POLICY

New large hotels, as defined by Municipal Code section 17.03.320 which provide a valet service, proposed in the Central Village zoning district may request to participate in the Program by submitting an application to the Community Development Department. An applicant may request to purchase any or all of the allotted 57 parking spaces designated for the Program. Applications shall include an economic analysis showing both direct, and indirect economic impacts of the proposed project.

Applications shall be considered by the City Council, and may be approved if the following findings can be made:

1. The proposed project is consistent with the City's Local Coastal Plan and the Coastal Act
2. Offsite parking for the proposed project would reduce traffic impacts and provide a design more consistent with the historic character of the village.
3. The proposed project will help to facilitate the City's economic development goals.

If approved, the applicant shall be required to submit payment prior to issuance of a grading or building permit, whichever comes first. The in-lieu fee rate shall be determined by the City Council based on the cost of constructing a parking structure at the time the application is submitted. The applicant may propose the establishment of an annual assessment rather than an up-front payment of fees. Such annual assessment proposal may be approved or denied by the City Council.

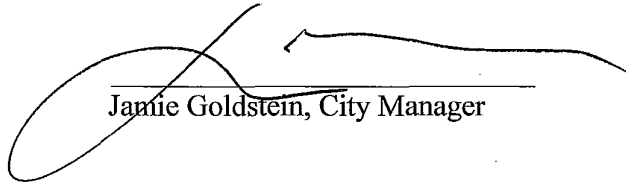
Parking spaces designated for the Program shall be located in the upper Pacific Cove parking lot. The designated parking area shall be conspicuously marked and shall be for the exclusive use by employees and guests of Program participants. Prior to issuance of a building permit, applicants shall be required to submit a plan to secure, monitor, and enforce the use of purchased parking spaces to the satisfaction of City staff. The parking area shall be secured to the City's satisfaction prior to issuance of a certificate of occupancy.

Administrative Policy I-33  
In-Lieu Parking Fee Program  
Page 2 of 2

The Community Development Department shall maintain a record of all properties that have fulfilled their parking requirements through payment of in-lieu fees. In the event that a property or use is sold to another party, the purchased parking spaces shall transfer to the new owner(s). Parking spaces may not be sold, transferred, or shared with other parties to meet parking requirements of other uses not authorized by the original permit. In-lieu fees paid to meet parking requirements shall be non-refundable.

Revenue collected from the Program shall be deposited into an interest bearing account established for the sole purpose of contributing to the financing of a future parking facilities, such as a multi-level parking structure located on the upper Pacific Cove property.

This policy is approved and authorized by:



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Jamie Goldstein, City Manager



# CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF MARCH 24, 2016**

FROM: Public Works Department

SUBJECT: Authorize Further Expenditure for Engineering Staff Augmentation in the Public Works Department up to \$100,000 within the Capital Improvement Program

RECOMMENDED ACTION: Authorize Expenditure.

BACKGROUND: On October 22, 2015, the Council approved the expenditure of \$20,000 from the Gas Tax Fund for Public Works engineering staff augmentation. This funding was coupled with other funding sources and was critical in getting the following projects out to bid over the last three months:

- Stockton Avenue intersection improvements
- Capitola Avenue drainage
- 38<sup>th</sup> Avenue Paving
- Rispin pathways (Phase I and II)

The previously allocated funding allowed Kimley-Horn to devote approximately 150 hours on these projects and the Park Avenue Sidewalk Project, McGregor Widening Plan, and a grading and paving plan for the Corporation Yard.

DISCUSSION: Being able to utilize various staff at Kimley-Horn for different jobs and tasks has proven cost effective in augmenting public works efforts to complete projects. To continue this effort, staff is requesting authorization to expend up to \$100,000 for staff augmentation purposes with Kimley-Horn. Over the next three months it is anticipated this effort will enable work on the Hooper's Beach stairs, tennis court resurfacing, Clares Street traffic calming, and utility undergrounding projects.

FISCAL IMPACT: The \$100,000 would be allocated from the current funding identified for the Clares Street traffic calming. Staff will propose replacing this funding as part of the next budget cycle. The current fund balance in the Clares Street project is \$253,000. Upon approval, \$100,000 of this funding will shift to a separate line item in the Capital Improvement Program Fund. The actual expenditures will be then tracked to the individual projects as they occur.

Report Prepared By: Steve Jesberg  
Public Works Director

Jamie Goldstein, City Manager

3/17/2016



Public Works Staffing  
March 24, 2016



# CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MARCH 24, 2016

FROM: Community Development  
SUBJECT: Zoning Code Update Progress Report

RECOMMENDED ACTION: Receive Report.

BACKGROUND: The City of Capitola initiated an effort in 2014 to comprehensively update its 1975 Zoning Code. Over the past 18 months, staff solicited input from a variety of stakeholders to identify issues within the current Zoning Code (Code) and opportunities for improvement. Staff used this feedback to develop an issues and options paper which served as the basis for eight public hearings with the Planning Commission and City Council to provide staff with policy direction prior to drafting an updated Code.

Staff has completed a draft Zoning Map Code based on policy direction received during the issues and options hearings. On February 4, 2016, the draft Code Update was released for an extended public review and comment period. The draft Code is available for public review at City Hall, the Capitola branch library, and the City website at: <http://www.cityofcapitola.org/communitydevelopment/page/zoning-code-update>.

DISCUSSION: The Planning Commission initiated their review of the draft Code on March 3, 2016, and held a subsequent special meeting on March 17, 2016. Several additional meetings will be necessary to complete a thorough, chapter-by-chapter review of the Code as requested by the Planning Commission. It is anticipated the Planning Commission will complete their review and forward a recommendation to the City Council in the spring of the 2016.

At the March 24, 2016, City Council hearing, staff will provide a brief oral report on the status and progress of the Zoning Code update process.

FISCAL IMPACT: None

Report Prepared By: Rich Grunow  
Community Development Director

Jamie Goldstein, City Manager

3/17/2016