

City of Capitola Agenda

Mayor: Kristen Petersen
Vice Mayor: Yvette Brooks
Council Members: Jacques Bertrand
Ed Bottorff
Sam Storey



CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, APRIL 23, 2020

7 PM

CITY COUNCIL CHAMBERS
420 CAPITOLA AVENUE, CAPITOLA, CA 95010

NOTICE OF REMOTE ACCESS ONLY:

In accordance with the current Shelter in Place Order from Santa Cruz County Health Services and Executive Order N-29-20 from the Executive Department of the State of California, the City Council meeting will not be physically open to the public and in person attendance cannot be accommodated. To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting online at <http://capitolaca.igm2.com/Citizens/Default.aspx> or it can be seen live on Spectrum Cable Television channel 8. Remote participation is possible in the form of emailed public comment.

If you have any disability for which you require accommodation or modification of the viewing and commenting procedures described herein, please contact the City at least forty-eight hours in advance of the meeting so that we may make arrangements for your access.

How to comment via email:

1. As always, send additional materials to the City Council via citycouncil@ci.capitola.ca.us by 5 p.m. the Wednesday before the meeting and they will be distributed to agenda recipients.
2. During the meeting, send comments via email to publiccomment@ci.capitola.ca.us
 - o Identify the item you wish to comment on in your email's subject line. Emailed comments will be accepted during the Public Comments meeting item and for General Government / Public Hearing items.
 - o Emailed comments on each General Government/ Public Hearing item will be accepted after the start of the meeting until the Mayor announces that public comment for that item is closed.

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- o Emailed comments should be a maximum of 450 words, which corresponds to approximately 3 minutes of speaking time.
- o Each emailed comment will be read aloud for up to three minutes and/or displayed on a screen.
- o Emails received by publiccomment@ci.capitola.ca.us outside of the comment period outlined above will not be included in the record.

**CLOSED SESSION – 6 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.

CALL TO ORDER AND ROLL CALL

Council Members Jacques Bertrand, Ed Bottorff, Yvette Brooks, Sam Storey, and Mayor Kristen Petersen

**CONFERENCE WITH LABOR NEGOTIATORS
(Gov’t Code § 54957.6)**

Negotiators: Jamie Goldstein, Larry Laurent

Employee Organizations: (1) Association of Capitola Employees; (2) Confidential Employees; (3) Mid-Management Group; (4) Department Heads; (5) Capitola Police Officers Association; and (6) Captains

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Jacques Bertrand, Ed Bottorff, Yvette Brooks, Sam Storey, and Mayor Kristen Petersen

2. ADDITIONAL MATERIALS

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

3. ADDITIONS AND DELETIONS TO AGENDA

4. PUBLIC COMMENTS

Oral Communications allows time for members of the Public to address the City Council on any item not on the Agenda.

****please see Page 1 for information on how to submit public comment via email****

5. CITY COUNCIL / STAFF COMMENTS

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

6. 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 12, March 26, and April 9, 2020, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Approval of City Check Registers Dated March 6, March 13, and March 27, 2020
RECOMMENDED ACTION: Approve check registers.
- C. Adopt Resolution Authorizing Staff to Submit Local Coastal Program Implementation Plan Amendments for ADUs and Signs to the California Coastal Commission
RECOMMENDED ACTION: Adopt resolution authorizing staff to submit local coastal program implementation plan amendments for ADUs and Signs to the California Coastal Commission.
- D. Update on the Emergency Repairs to the Wharf
RECOMMENDED ACTION:
 - 1. Accept this update report on the Emergency Repairs to the Wharf, and
 - 2. By super majority vote, make the determination that all hazards related to the failed Wharf pilings as detailed in Resolution No. 4169 adopted by the City Council on March 26, 2020, have not been eliminated and that there is a need to continue action.
- E. Consider Amended Fee Schedule for Fiscal Year 2019-20
RECOMMENDED ACTION: Adopt the proposed Resolution amending the City of Capitola Fiscal Year 2019/2020 fees schedule to include fees for online recreational classes.

7. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

deliberation; 5) Decision.

- A. Consider Update on the COVID-19 Emergency Declaration
RECOMMENDED ACTION:
 - 1. By super majority vote, make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.
 - 2. Approve a resolution ratifying the emergency order to protect public health and safety by closing McGregor Park.
- B. Consider Community Survey
RECOMMENDED ACTION: Evaluate options for community survey to help gauge public interest on potential ballot measures for the November election.
- C. Receive Update on the New Capitola Branch Library Construction Project
RECOMMENDED ACTION: Receive report and authorize the City Manager to pay an expected PG&E invoice for relocating high voltage power lines in the vicinity of the project.
- D. Update on Revised Zoning Code for Coastal Commission Certification
RECOMMENDED ACTION: Accept staff presentation and continue the discussion to the meeting of May 14.

8. ADJOURNMENT

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

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

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City’s website: www.cityofcapitola.org and at Capitola City Hall 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

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in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24 hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

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



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: City Manager Department

SUBJECT: Consider the March 12, March 26, and April 9, 2020, City Council Regular Meeting Minutes

RECOMMENDED ACTION: Approve minutes.

DISCUSSION: Attached for City Council review and approval are the minutes of the regular meetings of March 12, March 26, and April 9, 2020.

ATTACHMENTS:

1. 3-12-20 draft action minutes
2. 3-26 draft
3. 4-9 draft

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Reviewed and Forwarded by:

**DRAFT
CAPITOLA CITY COUNCIL
REGULAR MEETING MINUTES
THURSDAY, MARCH 12, 2020 - 7:00 PM**

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Mayor Petersen called the meeting to order at 7:00 p.m. with the following in attendance: Council Member Jacques Bertrand: Present, Council Member Sam Storey: Present, Mayor Kristen Petersen: Present, Vice Mayor Yvette Brooks: Present, Council Member Ed Bottorff: Remote.

2. REPORT ON CLOSED SESSION - None

3. ADDITIONAL MATERIALS

Item 7.A. – updated staff report

Item 7.B. – public comment

4. ADDITIONS AND DELETIONS TO AGENDA

Item 8.H., Local Health Emergency Declaration was added under General Government / Public Hearings.

5. PUBLIC COMMENTS

Raquel White from CIFAC discussed her construction organization.

6. CITY COUNCIL / STAFF COMMENTS

City Manager Goldstein acknowledged Linda Fridy's retirement and her last City Council meeting as City Clerk. He also made an announcement regarding COVID-19.

Council Member Bertrand spoke on COVID-19 concerns.

Mayor Petersen explained why the Red Cross Proclamation and the award honoring the Volunteers in Policing were not presented at this meeting.

Council Member Brooks requested that an emergency item be added to the agenda. City Attorney Zutler noted the item will require a majority vote by the Council.

7. CONSENT CALENDAR

Items 7.A. and 7.B. were moved for discussion under General Government / Public Hearings Items 8.F. and 8.G. respectively.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 12, 2020

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Consider a New General Special Event Permit for Women on Waves

RECOMMENDED ACTION: Council discretion to either approve or deny a new General Special Event Permit for the Women on Waves Surf and Swim Contest in Capitola Village on October 10, 2020, including an Encroachment Permit for use of Esplanade Park and an Amplified Sound Permit.

Chief McManus presented the staff report.

In public comment, the following people spoke in favor of this event:

Kevin Keat
Ilana Zanbelt
Nanda Malville
Ted Donnelly

Council Members Bertrand, Bottorff and Storey expressed their support for this event.

MOTION:	APPROVED AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yvette Brooks, Vice Mayor
SECONDER:	Sam Storey, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

B. First Reading of an Ordinance Amending Chapter 17.74 Accessory Dwelling Units and Chapter 17.15 (17.16 Outside Coastal Zone) for R-1 Zoning District

RECOMMENDED ACTION: Pass the first reading of a proposed Ordinance amending Title 17 to align with recent State requirements for Accessory Dwelling Units and Floor Area Ratio for Single Family Residences with an Accessory Dwelling Unit, amended from introduction based on State feedback, and waive reading of the text.

Community Development Director Herlihy presented the staff report.

In public comment, Rob Sonenfeld suggested amending the LCP to find alternative ways to limit street parking. Dennis Norton opposed the parking requirement.

Council Member Storey discussed balancing conflicting interests and relaxing our standards in the coastal zone.

MOTION:	ADOPT THE ORDINANCE AS DRAFTED
RESULT:	FIRST READING [UNANIMOUS]
MOVER:	Sam Storey, Council Member
SECONDER:	Yvette Brooks, Vice Mayor
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

C. Consider Fiscal Year 2020-21 Budget Principles and Goals [330-05]

RECOMMENDED ACTION: Adopt the Fiscal Year 2020-21 Budget Principles and Goals and identify related key projects and programs.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 12, 2020

City Manager Goldstein presented the staff report.

All Councilmembers presented their lists of priority projects and programs.

MOTION:	ADOPT THE BUDGET PRINCIPLES AND GOALS AS AMENDED AND BRING BACK TO COUNCIL FOR FINAL REVIEW
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jacques Bertrand, Council Member
SECONDER:	Yvette Brooks, Vice Mayor
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

- D. Consider a Community Survey Contract
RECOMMENDED ACTION: Authorize the City Manager to enter into a contract with Gene Bregman and Associates in an amount not to exceed \$14,000 for a community survey to help gauge public interest on potential ballot measures for the November election.

MOTION:	APPROVE AS AMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yvette Brooks, Vice Mayor
SECONDER:	Jacques Bertrand, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

- E. First Reading of an Ordinance Amending Chapter 17.80 Signs
RECOMMENDED ACTION: Pass the first reading of a proposed Ordinance amending Title 17 to align with recent legal decisions regarding non-commercial signs, amended from introduction to allow 120 days for political signs, and waive reading of the text.

Community Development Director Herlihy presented the staff report.

Mayor Petersen had a question regarding the time limit to remove campaign signs after an election.

MOTION:	ADOPT ORDINANCE AS DRAFTED
RESULT:	FIRST READING [4 TO 1]
MOVER:	Jacques Bertrand, Council Member
SECONDER:	Sam Storey, Council Member
AYES:	Ed Bottorff, Jacques Bertrand, Sam Storey, Kristen Petersen
NAYS:	Yvette Brooks

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 12, 2020

F. Update of Emergency Storm Drain Repairs

RECOMMENDED ACTION:

1. Accept update report on the Chittenden Lane Storm Drain Repairs, and
2. By a super majority vote, make the determination that all hazards related to the failed storm drain off Chittenden Lane as detailed in Resolution No. 4167 adopted by the City Council on February 13, 2020, have not been eliminated and that there is a need to continue action.

Public Works Director Jesberg presented the staff report.

Councilmember Bertrand asked about the pipeline.

MOTION:	ACCEPT REPORT AND ADOPT AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Storey, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

G. Update on the Emergency Repairs to the Wharf

RECOMMENDED ACTION:

1. Accept this update report on the Emergency Repairs to the Wharf, and
2. By super majority vote, make the determination that all hazards related to the failed Wharf pilings as detailed in Resolution No. 4166 adopted by the City Council on February 13, 2020, have not been eliminated and that there is a need to continue action.

Public Works Director Jesberg presented the staff report.

In public comment, Raquel White commented on the wharf repair.

MOTION:	ACCEPT REPORT AND ADOPT AS AMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jacques Bertrand, Council Member
SECONDER:	Sam Storey, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

H. Local Health Emergency Declaration

RECOMMENDED ACTION: Add an emergency item to the agenda and pass the first reading of a proposed ordinance determining whether or not the City should declare a public health emergency due to the Corona Virus.

City Attorney Zutler presented a draft ordinance making the City Manager the Director of Emergency Services.

Chief McManus answered questions about equipment.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 12, 2020

MOTION:	ADOPT ORDINANCE AS DRAFTED
RESULT:	FIRST READING [UNANIMOUS]
MOVER:	Yvette Brooks, Council Member
SECONDER:	Sam Storey, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

10.ADJOURNMENT

The meeting adjourned at 10:00 p.m.

Kristen Petersen, Mayor

ATTEST:

Liz Nichols, Deputy City Clerk

DRAFT

Attachment: 3-12-20 draft action minutes (Approval of City Council Minutes)

CAPITOLA CITY COUNCIL DRAFT REGULAR MEETING MINUTES THURSDAY, MARCH 26, 2020

Mayor Petersen called the meeting to order at 6:30 p.m. There was no public comment and the Council adjourned to City Manager’s office to discuss the following closed session items:

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

Negotiator: Larry Laurent

Employee Organizations: (1) Association of Capitola Employees; (2) Confidential Employees; (3) Mid-Management Group; and (4) Department Heads

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Member Ed Bottorff: Remote, Council Member Jacques Bertrand: Remote, Council Member Sam Storey: Remote, Vice Mayor Yvette Brooks: Remote, Mayor Kristen Petersen: Present.

2. ADDITIONAL MATERIALS

A. Item 7.B – six public comment emails

B. Item 7.C – updated staff report

3. ADDITIONS AND DELETIONS TO AGENDA

A. Item 7.A - Rather than adopting a resolution, Council will instead be asked to confirm hazards still exist

4. PUBLIC COMMENTS – NONE

5. CITY COUNCIL / STAFF COMMENTS

City Manager Goldstein announced that current Records Coordinator, Chloé Woodmansee, has been appointed Interim City Clerk.

6. CONSENT CALENDAR

MOTION:	APPROVE AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Storey
SECONDER:	Jacques Bertrand
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

A. Receive the Planning Commission Action Minutes for the Regular Meeting of March 5, 2020

RECOMMENDED ACTION: Receive minutes.

Attachment: 3-26 draft (Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 26, 2020

- B. Approval of City Check Registers Dated February 7, February 14, February 21 and February 28, 2020
RECOMMENDED ACTION: Approve check registers.
- C. Second Reading of an Ordinance Amending Chapter 17.74 Accessory Dwelling Units and Chapter 17.15 (17.16 Outside Coastal Zone) for R-1 Zoning District
RECOMMENDED ACTION: Adopt the proposed Ordinance amending Title 17 to align with recent State requirements for Accessory Dwelling Units and Floor Area Ratio for Single Family Residences with an Accessory Dwelling Unit, and waive reading of the text.
- D. Second Reading of an Ordinance Amending Chapter 17.80 Signs
RECOMMENDED ACTION: Adopt the proposed Ordinance amending Title 17 to align with recent legal decisions regarding non-commercial signs, amended from introduction to allow 120 days for political signs, and waive reading of the text.
- E. Update on the Emergency Repairs to the Wharf
RECOMMENDED ACTION:
1. Accept this update report on the Emergency Repairs to the Wharf, and
 2. By super majority vote, adopt a resolution amending Resolution No. 4166 adopted by the City Council on February 13, 2020, to reflect changes in the project scope.

7. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Update on the COVID-19 Emergency Declaration
RECOMMENDED ACTION:

1. Accept this update report on the emergency declaration due to the worldwide spread of the Coronavirus (COVID-19), and
2. ~~By super majority vote, adopt a resolution determining that all hazards of the Coronavirus as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, have not been eliminated and that there is a need to continue action.~~

Prior to beginning discussion on this item, Mayor Petersen requested a future general government agenda item regarding the use of \$10,000 of the City's emergency grant funding to support first responders and the larger community's efforts to react to the spread of the novel coronavirus.

City Manager Goldstein presented the staff report highlighting the Countywide situation and response to COVID-19, as well as the City of Capitola's departmental response to the health crisis.

Councilmember Storey asked how the City will handle preparation for the upcoming Budget, and the fourth quarter estimations. City Manager Goldstein acknowledged that while third quarter sales tax numbers will be available, guesswork will be involved for the fourth quarter.

There was no public comment.

Councilmember Bertrand asked if CA Governor Newsom is discussing any financial relief for municipalities. City Manager Goldstein said that nothing specific has been released, however said that the Federal stimulus bill will include funding allotted to states that can then benefit cities. Because Capitola is so dependent upon tourism and sales tax, it can be assumed that formula driven funding will be found to benefit the City. Councilmember Bertrand also asked about funding from the Regional Transportation Commission, projections of which will need to be

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 26, 2020

adjusted.

RESULT:	RECEIVED REPORT [UNANIMOUS]
MOVER:	Ed Bottorff
SECONDER:	Jacques Bertrand
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

B. Consider Adopting an Urgency Ordinance Temporarily Prohibiting Tenant Evictions Due to COVID-19

RECOMMENDED ACTION: Approve an urgency ordinance to establish a temporary moratorium on evicting tenants unable to pay rent due to a loss of income caused by the Coronavirus Disease 2019 (COVID-19).

City Attorney Zutler presented the staff report.

Vice-Mayor Brooks asked why commercial tenant evictions are not included in the proposed ordinance. City Attorney Zutler said that commercial tenants could be added upon direction from Council.

Councilmember Bertrand said he would like to have commercial tenants included, if not in an ordinance passed this evening then at a future meeting. He also asked about the waiver provision included in the draft ordinance.

Councilmember Bottorff asked about the 60-day deadline for renters to payback owed rent.

There was no public comment.

Councilmember Storey stated support for the ordinance and preference for commercial tenants also be protected. He moved approval of the ordinance with the inclusion of commercial tenants. Councilmember Bertrand seconded.

With the motions and second on the floor, but prior to Council's vote, the City Attorney read proposed additions to the ordinance to include commercial tenants.

Vice-Mayor Brooks confirmed that the ordinance was written prior to information on the federal stimulus package being available. She asked about potential liability, to which the Attorney responded that regardless of the federal package, California's state order will remain in effect and give cities' authority to suspend evictions. The Vice-Mayor asked if it would be beneficial for staff to have more time to analyze the federal stimulus package prior to drafting an ordinance for Council adoption.

Councilmember Bottorff announced support and said that Council has a responsibility to business owners as well as residential renters. He asked that the ordinance be changed to provide for a 90-day timeframe for renters to payback landlords. Councilmembers Storey and Bertrand agreed with this amendment to their active motion.

Mayor Petersen spoke in support of the ordinance.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
March 26, 2020

MOTION:	ADOPT URGENCY ORDINANCE, WITH ADDITIONS AS PROPOSED TO INCLUDE COMMERCIAL RENTERS, AND AN AMENDMENT TO ALLOW 90-DAYS AFTER THE TERMINATION OF SAID ORDINANCE FOR TENANTS TO PAY ANY/ALL UNPAID RENT
RESULT:	ADOPTED AS AMMENDED [UNANIMOUS]
MOVER:	Sam Storey, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

C. Consider Approval of Plans, Specifications, and Construction Estimate for Park Avenue Storm Damage Repair and Authorize Advertising for Bids
RECOMMENDED ACTION: Approve the plans, specifications, and estimate for the Park Avenue Storm Damage Project and authorize the Department of Public Works to advertise for construction bids, setting the bid opening date for 11:00 a.m. on Wednesday, April 29, 2020.

Public Works Director Jesberg presented the staff report.

In answer to Councilmember Storey’s question, Director Jesberg said that the Santa Cruz County Regional Transportation Commission (RTC) reimburses the City about 6 weeks after invoices are submitted.

Councilmember Bertrand confirmed that the road is not being widened as part of this project. He also confirmed that the RTC approves of the project.

There was no public comment.

MOTION:	APPROVE THE PARK AVENUE STORM DAMAGE REPAIR PROJECT AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Yvette Brooks, Vice Mayor
SECONDER:	Jacques Bertrand, Council Member
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

8. ADJOURNMENT

The meeting was closed at 8:17 PM.

Kristen Petersen, Mayor

ATTEST:

Chloé Woodmansee, Interim City Clerk

Attachment: 3-26 draft (Approval of City Council Minutes)

**DRAFT CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, APRIL 9, 2020 - 7:00 PM**

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Member Ed Bottorff: Remote, Council Member Jacques Bertrand: Remote, Council Member Sam Storey: Remote, Mayor Kristen Petersen: Present, Vice Mayor Yvette Brooks: Remote.

2. ADDITIONAL MATERIALS – NONE

3. ADDITIONS AND DELETIONS TO AGENDA – NONE

4. PUBLIC COMMENTS – NONE

5. CITY COUNCIL / STAFF COMMENTS – NONE

6. CONSENT CALENDAR

- A. Consider the February 27, 2020, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.

Councilmember Storey requested a change to the minutes.

MOTION:	APPROVE AS AMENDED
RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sam Storey
SECONDER:	Jacques Bertrand
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

- B. Delay Consideration of a Village Tree Light Plan Proposal
RECOMMENDED ACTION: Delay consideration of a proposal for lighting the palm trees in the Village until the shelter in place order is lifted by the County of Santa Cruz Health Officer, so that the public may attend the hearing; and leave the existing LED rope lights in place until the Council provides further direction.

- C. Update on the Emergency Repairs to the Wharf
RECOMMENDED ACTION:
 1. Accept this update report on the Emergency Repairs to the Wharf, and
 2. By super majority vote, make the determination that all hazards related to the failed Wharf pilings as detailed in Resolution No. 4169 adopted by the City Council on March 26, 2020, have not been eliminated and that there is a need to continue action.

Attachment: 4-9 draft (Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 9, 2020

MOTION:	DELAY AND MAKE DETERMINATION AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff
SECONDER:	Jacques Bertrand
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

7. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Consider Update on the COVID-19 Emergency Declaration

RECOMMENDED ACTION:

1. By super majority vote, make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action, and
2. Approve a resolution ratifying emergency orders to protect public safety by limiting parking to 1 hour in Capitola Village, closing to the public the Upper and Lower Beach and Village Parking Lots, and banning large shade structures on Capitola Beach.

City Manager Goldstein presented the staff report, and City Attorney Zutler provided an updated of recent State Orders related to the COVID-19 emergency.

Councilmember Storey asked about the parking pay stations and Chief McManus responded that Police staff are sanitizing them, monitoring the public's use, and said that signs directing people to pay by mobile app are also present in the Village. Councilmember Storey asked how the public will be guided through the transition out of the current or any future Shelter in Place Orders, to which the City Manager replied that there would likely be a step-wise approach outlined by the County Health Officer.

Vice-Mayor Brooks asked how many City staff members are working with the County as disaster response workers and asked for clarification of the public comment via email process.

MOTION:	MAKE DETERMINATION AND APPROVE RESOLUTION AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Storey
SECONDER:	Ed Bottorff
AYES:	Bottorff, Bertrand, Storey, Petersen, Brooks

B. Report from the Santa Cruz County Regional Transportation Commission on an Approved Measure D Amendment and Highway 1 Projects

RECOMMENDED ACTION: Receive informational report from the Executive Director of the Santa Cruz County Regional Transportation Commission.

Guy Preston, Executive Director of the Regional Transportation Commission presented a report on the Measure D expenditures on transportation improvements.

Councilmember Bertrand asked about the bus on shoulder program in which buses will be able to use auxiliary lanes to bypass traffic. Councilmember Storey clarified that this area of the road would be for bus-use only, and that CHP would enforce this rule.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 9, 2020

There was no public comment.

RESULT:	RECEIVED REPORT
----------------	------------------------

C. Consider Allocating \$10,000 of Emergency Grant Funding to Help Address the COVID-19 Pandemic

RECOMMENDED ACTION: Consider uses for \$10,000 of emergency grant funds.

City Manager Goldstein presented the staff report and outlined five potential uses for the grant funds: paying for personal protective equipment (PPE) for Staff; updating the City's website; offsetting the cost of newly online Recreation classes; installing temporary sanitation stations within Capitola for public use; or donating to the Santa Cruz Community Foundation's COVID-19 Local Response fund.

Councilmember Bertrand asked for more information on the website upgrade, including confirmation that the process would take about 3 months.

Councilmember Storey confirmed that the Esplanade Park bathrooms are also closed while the park itself is temporarily closed to the public.

There was no public comment.

Councilmember Storey spoke about significant fiscal issues the City will face coming out of the pandemic, and said he'd rather wait on spending emergency funding other than to subsidize the cost of the PPE needed by Staff.

Vice-Mayor Brooks agreed that it is hard to determine what the City's financial needs will be and suggested spending money on PPE and saving the rest of funding for the future

Councilmember Bertrand agreed that the priority for spending should be for PPE, however also emphasized the importance for better communication from the City's website and supported funding use for the website upgrade.

Councilmember Bottorff acknowledged that the current COVID-19 emergency is the exact type of situation the fund was created to address. He announced support for all four Staff recommended fund uses, with priority being the PPE.

Mayor Petersen agreed the PPE should be the first use of funds and expressed interest in the other three Staff recommended uses.

Vice-Mayor Brooks agreed with the rest of Council and spoke about the significance of Virtual Recreation classes as the shelter in place Order keeps the public in their homes.

Councilmember Bottorff clarified the cost of proposed handwashing stations and the recreation fees for online classes. He then made a motion recommending fund allocation:

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 9, 2020

MOTION:	ALLOCATION OF FUNDING: \$4500 FOR PPE, \$3500 FOR WEBSITE, \$1530 FOR VIRTUAL RECREATION, \$470 FOR HANDWASHING STATIONS
RESULT:	AMMENDED
MOVER:	Ed Bottorff
SECONDER:	Jacques Bertrand

Councilmember Storey did not support the motion due to the PPE cost being \$5,000 and because he did not want to allocate all emergency funding prior to the emergency being declared over.

Councilmember Bertrand explained that although the website update may take some time, engagement with the public will only grow in importance.

In response to Staff's question, Vice-Mayor Brooks volunteered to join the ad-hoc website design committee, if the update is to gain funding from Council. Vice-Mayor Brooks made a motion similar to Bottorff's:

MOTION:	ALLOCATION OF FUNDING: \$4500 FOR PPE, \$3500 FOR WEBSITE, \$1530 FOR VIRTUAL RECREATION, \$470 FOR HANDWASHING STATIONS; APPOINT VICE-MAYOR BROOKS TO AD-HOC WEBSITE DESIGN COMMITTEE
RESULT:	WITHDRAWN
MOVER:	Yvette Brooks
SECONDER:	Jacques Bertrand

Councilmember Bottorff supported Vice-Mayor Brooks volunteering to serve on the ad-hoc committee and recommended that Council designate the grant funding allocations as guidelines to staff, to be altered as staff finds necessary. Vice-Mayor Brooks withdrew her motion.

MOTION:	COUNCIL RECOMENDS THE ALLOCATION OF FUNDING IN THE FOLLOWING MANNER, WITH STAFF DISCRETION TO ALTER AS APPROPRIATE: \$4500 FOR PPE, \$3500 FOR WEBSITE, \$1530 FOR VIRTUAL RECREATION, \$470 FOR HANDWASHING STATIONS; APPOINT VICE-MAYOR BROOKS TO AD-HOC WEBSITE DESIGN COMMITTEE
RESULT:	APPROVED AS AMMENDED [4 TO 1]
MOVER:	Ed Bottorff
SECONDER:	Jacques Bertrand
AYES:	Bertrand, Bottorff, Brooks, Petersen
NOES:	Sam Storey

8. ADJOURNMENT

The meeting was closed at 8:33pm.

Kristen Petersen, Mayor

ATTEST:

Choé Woodmansee Interim City Clerk



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Finance Department

SUBJECT: Approval of City Check Registers Dated March 6, March 13, and March 27, 2020

RECOMMENDED ACTION: Approve check registers.

Account: City Main				
Date	Starting Check #	Ending Check #	Payment Count	Amount
3/06/2020	95095	95158	69	\$ 551,948.35
3/13/2020	95159	95222	65	\$ 143,176.58
3/27/2020	95223	95294	78	\$ 216,633.07

The main account check register dated February 28, 2020, ended with check #95094.

Account: Library				
Date	Starting Check #	Ending Check #	Payment Count	Amount
3/06/2020	180	181	2	\$ 376,489.28
3/13/2020	182	184	3	\$ 54,018.96
3/27/2020	185	187	3	\$ 644,934.11

The library account check register dated February 21, 2020, ended with check #179.

Account: Payroll				
Date	Starting Check #	Ending Check #	Payment Count	Amount
3/13/2020	5660	5660	98	\$ 168,329.20
3/27/2020	5661	5661	93	\$ 205,212.84

The payroll account check register dated February 28, 2020, ended with check #5659.

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

Check/ EFT	Issued to	Dept	Description	Amount
95131	Monterey Bay Area Self Insurance Authority	CM	Workers' compensation and liability insurance premiums	\$ 325,889.00
902	IRS	FN	Federal taxes & Medicare PPE 2/22/20	\$ 28,853.65

Approval of City Check Registers
April 23, 2020

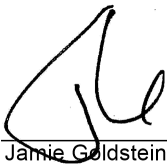
904	CalPERS Health Insurance	CM	March Health Insurance	\$ 63,258.54
905	CalPERS Member Services	CM	PERS contributions PPE 2/22/20	\$ 53,659.47
180	John F. Otto Inc. Escrow	PW	January library construction retainer	\$ 18,824.46
181	Otto Construction Inc.	PW	January library construction	\$ 357,664.82
95164	American Traffic Solutions	PW	July – December red light enforcement	\$ 29,130.07
95169	Bear Electrical Solutions	PW	Pole replacement at 41 st Avenue and Capitola Road	\$ 26,175.00
95171	Burke Williams and Sorensen LLP	CM	January city attorney services	\$ 22,368.00
95210	Santa Cruz Seaside Co.	CM	Auto Center assessment district final distribution	\$ 21,692.03
184	Noll and Tam Architects	PW	August, October, January library design, revisions and construction administration	\$ 47,808.50
95272	PG&E	PW	March gas and electricity, October – March Pacific Cove parking lot utilities	\$ 13,987.52
908	IRS	FN	Federal taxes & Medicare PPE 3/7/20	\$ 28,423.69
911	CalPERS Member Services	CM	PERS contributions PPE 3/7/20	\$ 53,589.56
186	John F. Otto Escrow	PW	February retainer for library construction	\$ 32,073.96
187	Otto Construction Inc.	PW	February library construction services	\$ 609,405.15

ATTACHMENTS:

1. 3/6/20 City Check Register
2. 3/13/20 City Check Register
3. 3/27/20 City Check Register

Report Prepared By: Maura Herlihy
Accountant I

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020

City main account checks dated March 6, 2020, numbered 95095 to 95158 plus 5 EFTs, totaling \$551,948.35, and 2 library account checks, totaling \$376,489.28, for a grand total of \$928,437.63, have been reviewed and authorized for distribution by the City Manager.

As of March 6, 2020, the unaudited cash balance is \$4,292,673.04.

CASH POSITION - CITY OF CAPITOLA

March 6, 2020

	Net Balance
General Fund	\$ (1,383,429.16)
Payroll Payables	\$ 11,939.89
Contingency Reserve Fund	\$ 2,048,845.66
Facilities Reserve Fund	\$ 475,150.72
Capital Improvement Fund	\$ 2,381,788.75
Stores Fund	\$ 49,923.31
Information Technology Fund	\$ 212,744.52
Equipment Replacement	\$ 364,323.70
Self-Insurance Liability Fund	\$ (76,688.83)
Workers' Comp. Ins. Fund	\$ 163,775.29
Compensated Absences Fund	\$ 44,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 4,292,673.04

The Emergency Reserve Fund balance is \$1,359,205.54 (not included above).
The PERS Contingency Fund balance is \$908,625.34 (not included above).
The Library Fund balance is \$5,221,633.69 (not included above).


 _____ 3/10/20
 Jamie Goldstein, City Manager Date


 _____ 3/9/20
 Jim Malberg, City Treasurer Date

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95095	03/04/2020	Reissued		VICTORIA M JOHNSON	\$270.40
	Invoice	Date	Description		Amount
	VJ020320	02/03/2020	Instructor payment		\$270.40
95096	03/06/2020			4LEAF INC.	\$5,786.00
	Invoice	Date	Description		Amount
	J3803B	02/18/2020	Building development technician services		\$5,786.00
95097	03/06/2020			AFLAC	\$1,617.10
	Invoice	Date	Description		Amount
	614671	02/25/2020	February supplemental insurance 1001 - Payroll		\$1,617.10
95098	03/06/2020			ALEXANDER ELECTRIC INC.	\$277.50
	Invoice	Date	Description		Amount
	013343	02/26/2020	Generator service		\$277.50
95099	03/06/2020			ALLSAFE LOCK COMPANY	\$6.54
	Invoice	Date	Description		Amount
	52376	02/25/2020	Locker keys		\$6.54
95100	03/06/2020			AMAZON CAPITAL SERVICES	\$76.27
	Invoice	Date	Description		Amount
	1KGF-KR7R-VP6X	02/27/2020	Clipper tags, clips 2211 - ISF - Info Tech		\$76.27
95101	03/06/2020			AXCIENT	\$125.00
	Invoice	Date	Description		Amount
	FY20INEFI040728	02/29/2020	February AppAssure storage 2211 - ISF - Info Tech		\$125.00
95102	03/06/2020			B & B SMALL ENGINE REPAIR	\$64.17
	Invoice	Date	Description		Amount
	437672	02/07/2020	DL chain, file pack, file guide		\$64.17
95103	03/06/2020			BAY PHOTO LAB	\$34.60
	Invoice	Date	Description		Amount
	15456816	02/27/2020	Photo prints for museum		\$12.95
	15456818	02/27/2020	Photo prints for museum		\$21.65
95104	03/06/2020			BIOBAG AMERICAS INC.	\$2,740.00
	Invoice	Date	Description		Amount
	470565	02/26/2020	Dog waste bags		\$2,740.00

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95105	03/06/2020			CALIFORNIA BUILDING OFFICIALS	\$215.00
	Invoice	Date	Description		Amount
	13167	02/26/2020	Building official annual dues		\$215.00
95106	03/06/2020			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,806.50
	Invoice	Date	Description		Amount
	POA022820	02/28/2020	POA and gym dues PPE 2/22/20 1001 - Payroll		\$1,806.50
95107	03/06/2020			CLEAN BUILDING MAINTENANCE CO.	\$3,719.13
	Invoice	Date	Description		Amount
	24434	02/29/2020	February janitorial services 1000 - General Fund 1311 - Wharf	\$3,453.63 \$265.50	\$3,719.13
95108	03/06/2020			CODE PUBLISHING COMPANY INC	\$566.50
	Invoice	Date	Description		Amount
	66141	02/24/2020	Municipal code web update		\$566.50
95109	03/06/2020			DUDEK	\$2,172.50
	Invoice	Date	Description		Amount
	202000708	02/19/2020	January mall environmental consulting		\$2,172.50
95110	03/06/2020			EMERGENCY VEHICLE SPECIALISTS INC.	\$4,300.00
	Invoice	Date	Description		Amount
	10961	02/26/2020	2020 Chevy Tahoe siren and lighting installation 2212 -ISF-Equip Replace		\$4,300.00
95111	03/06/2020			EMPLOYMENT DEVELOPMENT DEPT	\$150.00
	Invoice	Date	Description		Amount
	L1858684256-17	07/16/2019	Earnings withholding order PPE 2/22/20 1001 - Payroll		\$150.00
95112	03/06/2020			EWING IRRIGATION	\$26.03
	Invoice	Date	Description		Amount
	11079180	02/26/2020	Leaf rake		\$26.03
95113	03/06/2020			FASTENAL COMPANY	\$101.71
	Invoice	Date	Description		Amount
	CASAT56124	02/11/2020	Lock bits		\$101.71

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95114	03/06/2020			FERGUSON ENTERPRISES INC 795	\$615.85
	Invoice	Date	Description		Amount
	8318645	02/25/2020	Esplanade bathroom faucet		\$615.85
95115	03/06/2020			FLYERS ENERGY LLC	\$5,111.39
	Invoice	Date	Description		Amount
	20-065472	02/06/2020	376 gallons gasoline		\$1,402.65
	20-065473	02/06/2020	61 gallons diesel		\$216.97
	20-071210	02/14/2020	580 gallons gasoline		\$2,061.10
	20-071211	02/14/2020	96 gallons diesel		\$331.30
	20-073719	02/20/2020	301 gallons gasoline		\$1,099.37
95116	03/06/2020			GALLS LLC	\$188.08
	Invoice	Date	Description		Amount
	014953764	02/06/2020	Pants		\$81.97
	014965057	02/07/2020	Uniform		\$149.26
	014939241	02/04/2020	Return safety vests and whistle		(\$307.71)
	015080467	02/21/2020	Uniform shirt, pants		\$264.56

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95117	03/06/2020			HOME DEPOT CREDIT SERVICES	\$786.68
	Invoice	Date	Description		Amount
	0635025	02/27/2020	Wharf cleanout plugs		\$8.61
	7060522	02/20/2020	Leaf rake, paint		\$15.22
	3061071	02/24/2020	Paint, diablo steel demon flap		\$20.63
	1634887	02/26/2020	PVC cement primer, PTFE tape, PVC caps		\$11.00
	6523599	02/11/2020	Sakrete fence post mix		\$2.94
	1034263	02/26/2020	Braided nylon rope, spring links		\$35.34
	9616824	02/28/2020	Trim square, pencils w/ sharpener		\$16.08
	2620678	02/25/2020	Chip brushes, roller cover, scissors, bucket, oil filter pliers		\$100.55
	3014395	02/24/2020	Washers, hex nuts		\$4.62
	3641031	02/24/2020	Brass nipples, couplings, clamps, vinyl tube		\$29.77
	3620615	02/24/2020	Vinyl flex elbow		\$6.26
	3014427	02/24/2020	Parking lot precut ribbed vinyl		\$14.90
	2014444	02/25/2020	Wharf toilet auger		\$56.11
	1524730	02/26/2020	Parking lot signs supplies		\$24.14
	0014658	02/27/2020	Sakrete leak stopper		\$35.75
	9633609	02/18/2020	Hex nuts, washers, carriage bolts		\$56.41
	6647074	12/23/2019	Sanding sponge, diablo discs, sandpaper, multicolor zip pouch		\$140.75
	5610719	12/24/2019	Fiberglass rake, gloves		\$27.21
	3610822	12/26/2019	26 piece long arm hex set		\$10.87
	3620011	12/26/2019	Ratcheting screwdriver		\$16.32
	5620959	01/03/2020	Combo wrenches, 1/4" drives		\$7.97
	1514174	01/07/2020	10 piece socket set, 1/4" drives		\$21.05
	1632034	01/07/2020	Screwdriver set		\$16.32
	8632563	01/10/2020	Heavy duty ladder hangers		\$6.04
	4622224	01/14/2020	Car charger, batteries		\$29.88
	3055699	01/15/2020	Tape, adjustable wrenches, pencils		\$45.79
	8620002	02/19/2020	Diswasher hose, disposal discharge hose		\$26.15
			1000 - General Fund	\$690.33	
			1311 - Wharf	\$96.35	
95118	03/06/2020			HOSE SHOP	\$372.88
	Invoice	Date	Description		Amount
	422764	02/19/2020	Hose assembly, butt connectors, hydraulic hose, crimp fitting		\$207.38
	422998	02/28/2020	Hydraulic hose, crimp fitting, hose assembly		\$165.50
95119	03/06/2020			HUB INTERNATIONAL	\$211.78
	Invoice	Date	Description		Amount
	HUB030220	03/02/2020	February community center event insurance		\$211.78

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95120	03/06/2020			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$129.57
	Invoice	Date	Description		Amount
	50283858	02/20/2020	Car battery		\$129.57
95121	03/06/2020			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$383.80
	Invoice	Date	Description		Amount
	237027	02/21/2020	"Right turn only" signs		\$383.80
95122	03/06/2020			JIM MALBERG - PETTY CASH CUSTODIAN	\$400.63
	Invoice	Date	Description		Amount
	PC022820	02/28/2020	Petty cash expenditures		\$400.63
			1000 - General Fund	\$394.98	
			2210 - ISF - Stores Fund	\$5.65	
95123	03/06/2020			KATHY D'ANGELO	\$400.00
	Invoice	Date	Description		Amount
	000V-12172019	02/23/2020	Museum interview services		\$400.00
95124	03/06/2020			KIMLEY HORN AND ASSOCIATES INC	\$8,287.50
	Invoice	Date	Description		Amount
	15884587	01/31/2020	Update to local hazard mitigation plan		\$8,287.50
			1314 - Green Build Edu		
95125	03/06/2020			KING'S PAINT AND PAPER INC.	\$298.20
	Invoice	Date	Description		Amount
	A0294741	02/20/2020	Street curb paint		\$47.63
	A0294745	02/20/2020	5 gal bucket, bearing frame, mightypro cover		\$19.41
	A0294887	02/25/2020	Parking lot paint		\$88.26
	A0295017	02/27/2020	Street curb paint		\$142.90
95126	03/06/2020			KRISTEN PETERSEN	\$199.95
	Invoice	Date	Description		Amount
	KP012320	01/23/2020	League of CA Cities policy meeting travel reimbursement		\$199.95
95127	03/06/2020			LABORMAX STAFFING	\$1,159.10
	Invoice	Date	Description		Amount
	26-118965	02/28/2020	Seasonal labor 2/22 - 2/28		\$1,159.10
95128	03/06/2020			LIUNA PENSION FUND	\$985.60
	Invoice	Date	Description		Amount
	DR0489	02/28/2020	February LIUNA pension dues		\$985.60
			1001 - Payroll		

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95129	03/06/2020			MID COUNTY AUTO SUPPLY	\$226.95
	Invoice	Date	Description		Amount
	MID-710738	02/28/2020	Car light bulb		\$6.60
	MID-703807	02/25/2020	Car battery		\$220.35
95130	03/06/2020			MISSION LINEN SUPPLY	\$167.36
	Invoice	Date	Description		Amount
	511928584	02/26/2020	Corp. yard linen service, mats, towels		\$92.05
	511870055	02/19/2020	Fleet linen service		\$36.78
	511928583	02/26/2020	Fleet linen service		\$38.53
95131	03/06/2020			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$325,889.00
	Invoice	Date	Description		Amount
	200101-1	01/22/2020	Workers' compensation and liability insurance premiums		\$325,889.00
			2213 - ISF-Self-Ins Liab	\$203,001.00	
			2214 - ISF-Workers Comp	\$122,888.00	
95132	03/06/2020			NORTH BAY FORD	\$35.19
	Invoice	Date	Description		Amount
	275713	02/14/2020	Indicator assembly		\$35.19
95133	03/06/2020			OUTDOOR SUPPLY HARDWARE	\$190.75
	Invoice	Date	Description		Amount
	A28566	02/25/2020	Step stool, 9v batteries		\$77.37
	A16619	02/05/2020	Landscaping tools		\$58.16
	A16288	02/04/2020	Landscaping tools		\$55.22
95134	03/06/2020			PAJARO VALLEY IRRIGATION	\$42.71
	Invoice	Date	Description		Amount
	INV200044032	02/24/2020	GopherHawk trap		\$42.71
95135	03/06/2020			PALACE BUSINESS SOLUTIONS	\$194.57
	Invoice	Date	Description		Amount
	9695426-0	02/28/2020	Museum office supplies		\$17.07
	574310-0	02/28/2020	Notebooks		\$32.96
	574305-0	02/28/2020	Copy holder		\$23.32
	574265-0	02/28/2020	Microfiber wipes		\$26.15
	573714-0	02/26/2020	Pens, notebooks, post-its		\$60.69
	573844-0	02/26/2020	Paper		\$34.38
95136	03/06/2020			PITNEY BOWES	\$147.15
	Invoice	Date	Description		Amount
	1015102959	02/25/2020	Recreation postage machine rental contract payment		\$147.15

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95137	03/06/2020			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,736.50
	Invoice	Date	Description		Amount
	EIA31392	02/01/2020	February dental and vision insurance		\$5,736.50
			1000 - General Fund	(\$20.90)	
			1001 - Payroll	\$5,757.40	
95138	03/06/2020			RRM DESIGN GROUP	\$4,701.25
	Invoice	Date	Description		Amount
	1783-01-0120	02/19/2020	Mall architectural design consulting		\$4,701.25
95139	03/06/2020			SAN LORENZO LUMBER	\$410.12
	Invoice	Date	Description		Amount
	55-0515425	01/14/2020	Returned lumber		(\$153.80)
	55-0520053	01/28/2020	Paint thinner, color putty		\$12.34
	55-0526530	02/21/2020	Skate park lumber		\$97.24
	55-0528806	03/02/2020	Skate park lumber, concrete, impact bit, sun glasses		\$122.74
	55-0527030	02/24/2020	Parking lot sign lumber		\$68.60
	55-0527222	02/25/2020	Parking lot sign lumber		\$121.35
	55-0527950	02/27/2020	Galvanized hardware		\$141.65
			1000 - General Fund	\$563.92	
			1311 - Wharf	(\$153.80)	
95140	03/06/2020			SANTA CRUZ COUNTY INFORMATION SERVICES	\$633.68
	Invoice	Date	Description		Amount
	SCC022720	02/27/2020	March open query scan charges		\$633.68
95141	03/06/2020			SANTA CRUZ LIVE SCAN INC	\$330.00
	Invoice	Date	Description		Amount
	1389	03/01/2020	Recreation instructor and new hire live scans		\$330.00
95142	03/06/2020			SHIELDS CONSULTING GROUP INC.	\$1,750.00
	Invoice	Date	Description		Amount
	18-21-2	02/24/2020	State mandated costs reimbursement submission		\$1,750.00

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95143	03/06/2020			SOQUEL CREEK WATER DISTRICT	\$2,871.60
	Invoice	Date	Description		Amount
	19-0656	02/28/2020	837 Monterey Ave. deposit refund		\$1,465.00
	08-15299-00.0220	02/18/2020	08-15299-00 Monterey Ave		\$256.73
	08-15562-00.0220	02/18/2020	08-15562-00 Cliff and Fair View water service		\$40.40
	09-15964-00.0220	02/18/2020	09-15964-00 Monterey Ave Esplanade		\$723.18
	10-16317-00.0220	02/18/2020	10-16317-00 420 Capitola Ave water service		\$201.18
	10-16315-00.0220	02/18/2020	10-16315-00 504 Beulah irrigation		\$53.58
	10-16316-00.0220	02/18/2020	10-16316-00 426 Capitola Avenue water service		\$91.13
	13-10919-00.0220	02/19/2020	13-10919-00 2000 Wharf Road water service		\$40.40
95144	03/06/2020			SOQUEL UNION ELEMENTARY SCHOOL DISTRICT	\$2,060.76
	Invoice	Date	Description		Amount
	19-28	06/25/2019	FY 18/19 Community center sanitation charges		\$2,060.76
95145	03/06/2020			STAPLES ADVANTAGE	\$193.66
	Invoice	Date	Description		Amount
	8057485872	02/15/2020	Break room supplies		\$193.66
95146	03/06/2020			STATE STEEL COMPANY	\$561.92
	Invoice	Date	Description		Amount
	126149	02/20/2020	Sheet metal		\$561.92
95147	03/06/2020			T MOBILE	\$391.94
	Invoice	Date	Description		Amount
	TM031320	03/02/2020	February cell phone usage		\$195.97
	TM021320	02/02/2020	January cell phone usage		\$195.97
95148	03/06/2020			THE HOME DEPOT PRO	\$701.03
	Invoice	Date	Description		Amount
	537393092	02/24/2020	Paystation anti-static wipes		\$7.54
	537194680	02/24/2020	Janitorial supplies		\$693.49
95149	03/06/2020			THERESA NELSON	\$243.75
	Invoice	Date	Description		Amount
	TN030220	03/02/2020	Instructor payment		\$243.75
95150	03/06/2020			UNITED WAY OF SANTA CRUZ COUNTY	\$40.00
	Invoice	Date	Description		Amount
	UW022820	02/28/2020	February United Way contributions 1001 - Payroll		\$40.00

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City of Capitola

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95151	03/06/2020			UPEC LIUNA LOCAL 792	\$1,140.00
	Invoice	Date	Description		Amount
	UPEC020420	02/04/2020	February UPEC dues 1001 - Payroll		\$1,140.00
95152	03/06/2020			US BANK PARS Acct 6746022400	\$411.91
	Invoice	Date	Description		Amount
	PARS022820	02/28/2020	PARS contributions PPE 2/22/20 1001 - Payroll		\$411.91
95153	03/06/2020			Bryce Berryessa	\$1,776.00
	Invoice	Date	Description		Amount
	19-0573	02/28/2020	4170 Gross Rd. conditional use permit refund		\$1,776.00
95154	03/06/2020			English Ales Brewer's Inc.	\$1,776.00
	Invoice	Date	Description		Amount
	19-0581	02/28/2020	111 Capitola Ave. conditional use permit refund		\$1,776.00
95155	03/06/2020			Gary Desmet	\$3.00
	Invoice	Date	Description		Amount
	19-0538	02/28/2020	112 Esplanade minor design permit refund		\$3.00
95156	03/06/2020			Health Projects Center	\$83.50
	Invoice	Date	Description		Amount
	2003907.002	03/03/2020	Facility rental security deposit refund		\$83.50
95157	03/06/2020			Lon and Kathy Brewton	\$500.00
	Invoice	Date	Description		Amount
	19-0543	02/26/2020	Refund tree permit #19-0543		\$500.00
95158	03/06/2020			Rebecca Enrico	\$80.00
	Invoice	Date	Description		Amount
	2003906.002	03/03/2020	Facility rental security deposit refund		\$80.00
Type Check Totals:					\$396,876.26

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>					
901	03/02/2020			EMPLOYMENT DEVELOPMENT DEPT	\$8,067.67
	Invoice	Date	Description		Amount
	2-130-372-640	03/02/2020	State taxes PPE 2/22/20 1001 - Payroll		\$8,067.67
902	03/02/2020			INTERNAL REVENUE SERVICE	\$28,853.65
	Invoice	Date	Description		Amount
	31274074	03/02/2020	Federal taxes & Medicare PPE 2/22/20 1001 - Payroll		\$28,853.65
903	03/02/2020			STATE DISBURSEMENT UNIT	\$1,232.76
	Invoice	Date	Description		Amount
	57UT2HB6658	03/02/2020	Garnishments PPE 2/22/20 1001 - Payroll		\$1,232.76
904	03/03/2020			CalPERS Health Insurance	\$63,258.54
	Invoice	Date	Description		Amount
	1001515229	02/14/2020	March health insurance 1000 - General Fund 1001 - Payroll	\$2,847.66 \$60,410.88	\$63,258.54
905	03/05/2020			CalPERS Member Services Division	\$53,659.47
	Invoice	Date	Description		Amount
	1001518231+3-5	03/05/2020	PERS contributions PPE 2/22/20 1000 - General Fund 1001 - Payroll	(\$0.16) \$53,659.63	\$53,659.47
Type EFT Totals:					\$155,072.09
Library - Library					
<u>Check</u>					
180	03/06/2020			JOHN F OTTO INC ESCROW NO 02-701154	\$18,824.46
	Invoice	Date	Description		Amount
	13442retainer	02/12/2020	January library construction retainer 1360 - Library		\$18,824.46
181	03/06/2020			OTTO CONSTRUCTION INC.	\$357,664.82
	Invoice	Date	Description		Amount
	13442	02/12/2020	January library construction services 1360 - Library		\$357,664.82
Type Check Totals:					\$376,489.28

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 6, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
CITY - Main City Totals				Count	Total
Checks				64	\$396,876.26
EFTs				5	\$155,072.09
All				69	\$551,948.35
Library - Library Totals					
Checks				2	\$376,489.28
EFTs				0	\$0.00
All				2	\$376,489.28
Grand Totals:					
Checks				66	\$773,365.54
EFTs				5	\$155,072.09
All				71	\$928,437.63

Attachment: 3/6/20 City Check Register (Approval of City Check Registers)

City main account checks dated March 13, 2020, numbered 95159 to 95222 plus 1 EFT, totaling \$143,176.58, 3 library account check, totaling \$54,018.96, and 1 payroll check plus 97 EFTS, totaling \$168,329.20, for a grand total of \$365,524.74, have been reviewed and authorized for distribution by the City Manager.

As of March 13, 2020, the unaudited cash balance is \$4,231,798.66.

CASH POSITION - CITY OF CAPITOLA
March 13, 2020

	Net Balance
General Fund	\$ (1,577,740.14)
Payroll Payables	\$ 149,076.10
Contingency Reserve Fund	\$ 2,048,845.66
Facilities Reserve Fund	\$ 475,150.72
Capital Improvement Fund	\$ 2,381,788.75
Stores Fund	\$ 49,467.33
Information Technology Fund	\$ 209,500.89
Equipment Replacement	\$ 364,323.70
Self-Insurance Liability Fund	\$ (76,688.83)
Workers' Comp. Ins. Fund	\$ 163,775.29
Compensated Absences Fund	\$ 44,299.19
TOTAL UNASSIGNED GENERAL FUNDS	\$ 4,231,798.66

The Emergency Reserve Fund balance is \$1,359,205.54 (not included above).
The PERS Contingency Fund balance is \$908,625.34 (not included above).
The Library Fund balance is \$5,167,547.72 (not included above).

 _____ Jamie Goldstein, City Manager	4/13/20 _____ Date
 _____ Jim Malberg, City Treasurer	4/13/20 _____ Date

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95159	03/13/2020			A TOOL SHED	\$155.00
	Invoice	Date	Description		Amount
	1406497-5	03/04/2020	Lower parking lot 3 ton excavator rental		\$155.00
95160	03/13/2020			A.L. LEASE CO.	\$260.16
	Invoice	Date	Description		Amount
	120848	02/29/2020	Solid tubing, coupling		\$260.16
95161	03/13/2020			ADT SECURITY SERVICES INC.	\$213.46
	Invoice	Date	Description		Amount
	ADT022920	02/29/2020	Corporation yard and museum security monitoring		\$213.46
95162	03/13/2020			AMAZON CAPITAL SERVICES	\$91.82
	Invoice	Date	Description		Amount
	13QV-FRJR-NP1N	03/01/2020	Police sunscreen		\$61.50
	177C-T3G3-4Q6P	03/08/2020	Batteries		\$15.11
	17QQ-RTMW-D399	03/10/2020	USB C to HDMI cable		\$15.21
			1000 - General Fund	\$61.50	
			2211 - ISF - Info Tech	\$30.32	
95163	03/13/2020			AMERICAN RED CROSS TRAINING SERVICES	\$90.00
	Invoice	Date	Description		Amount
	22264279	02/28/2020	Adult and pediatric first aid training (3)		\$90.00
95164	03/13/2020			AMERICAN TRAFFIC SOLUTIONS INC.	\$29,130.07
	Invoice	Date	Description		Amount
	INV00030630	02/29/2020	July - December red light enforcement		\$29,130.07
95165	03/13/2020			APTOS LANDSCAPE SUPPLY INC.	\$75.21
	Invoice	Date	Description		Amount
	508744	02/25/2020	Pathway bark		\$75.21
95166	03/13/2020			AT&T	\$9.09
	Invoice	Date	Description		Amount
	ATT030120	03/01/2020	March long distance charges		\$9.09
			1000 - General Fund	\$4.48	
			2211 - ISF - Info Tech	\$4.61	
95167	03/13/2020			AUTHENTIC APPROACH	\$2,500.00
	Invoice	Date	Description		Amount
	11014	03/01/2020	BIA communication & marketing management		\$2,500.00
			1321 - Village Wharf BIA		

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95168	03/13/2020			BAY PHOTO LAB	\$94.34
	Invoice	Date	Description		Amount
	15474182	03/05/2020	Photo prints for museum		\$11.34
	15480369	03/09/2020	Photo prints for museum		\$83.00
95169	03/13/2020			BEAR ELECTRICAL SOLUTIONS INC.	\$26,175.00
	Invoice	Date	Description		Amount
	9746	01/24/2020	Pole replacement at 41st Ave. & Capitola Rd. 1310 - Gas Tax		\$26,175.00
95170	03/13/2020			BLUEPOINT PLANNING LLC	\$1,000.00
	Invoice	Date	Description		Amount
	499	03/06/2020	February recreation strategic plan consulting		\$1,000.00
95171	03/13/2020			BURKE WILLIAMS AND SORENSEN LLP	\$22,368.00
	Invoice	Date	Description		Amount
	251569	02/29/2020	January city attorney mall services		\$1,147.50
	251570	02/29/2020	January city attorney planning services		\$3,796.00
	251571	02/29/2020	January city attorney labor negotiations		\$2,808.00
	251568	02/29/2020	January city attorney general services		\$14,616.50
95172	03/13/2020			CA DEPARTMENT OF JUSTICE	\$588.00
	Invoice	Date	Description		Amount
	438770	03/03/2020	Instructor and temporary staff fingerprinting services		\$588.00
95173	03/13/2020			CALIFORNIA COAST UNIFORM COMPANY	\$251.56
	Invoice	Date	Description		Amount
	7880	03/03/2020	VIP uniform		\$34.77
	7879	03/03/2020	Explorer duty jacket and tailoring changes		\$216.79
95174	03/13/2020			CHARTER COMMUNICATIONS	\$3,263.18
	Invoice	Date	Description		Amount
	0000178030120	03/01/2020	March internet service		\$3,263.18
			1000 - General Fund	\$1,311.07	
			2211 - ISF - Info Tech	\$1,952.11	
95175	03/13/2020			COASTAL WATERSHED COUNCIL	\$2,856.12
	Invoice	Date	Description		Amount
	1790	01/31/2020	January stormwater education services, materials, mileage		\$2,856.12

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95176	03/13/2020			COMMUNITY ACTION BOARD	\$791.21
	Invoice	Date	Description		Amount
	CAB02212020	02/21/2020	January emergency housing assistance program reimbursement claim		\$430.76
	CAB022120	02/21/2020	December emergency housing assistance program reimbursement 5552 - Cap Hsg Succ- PI		\$360.45
95177	03/13/2020			COMMUNITY PRINTERS	\$1,683.63
	Invoice	Date	Description		Amount
	26916011	02/28/2020	BIA visitor's guide brochures (15,000) 1321 - Village Wharf BIA		\$1,683.63
95178	03/13/2020			CRYSTAL SPRINGS WATER CO.	\$231.50
	Invoice	Date	Description		Amount
	CSW022920	02/29/2020	February drinking water		\$231.50
95179	03/13/2020			ELEVATOR SERVICE COMPANY INC.	\$180.00
	Invoice	Date	Description		Amount
	27128	03/01/2020	Quarterly elevator inspection and maintenance		\$180.00
95180	03/13/2020			EMERGENCY VEHICLE SPECIALISTS INC.	\$157.98
	Invoice	Date	Description		Amount
	11004	03/05/2020	Setina butt plate, bracket for T-rail system, mounting bracket		\$157.98
95181	03/13/2020			EWING IRRIGATION	\$26.03
	Invoice	Date	Description		Amount
	9146552	02/27/2020	Leaf rakes (2)		\$26.03
95182	03/13/2020			FIRST SECURITY	\$382.50
	Invoice	Date	Description		Amount
	IN-0032672	03/03/2020	March Esplanade patrol service		\$382.50
95183	03/13/2020			FIRST SECURITY	\$356.42
	Invoice	Date	Description		Amount
	IN-0032671	03/03/2020	March skate park patrol service		\$356.42
95184	03/13/2020			FIRST SECURITY	\$344.93
	Invoice	Date	Description		Amount
	IN-0032647	03/03/2020	March community center foot patrol		\$344.93
95185	03/13/2020			GAYLORD ARCHIVAL	\$86.80
	Invoice	Date	Description		Amount
	2650857	02/27/2020	Museum archiving supplies		\$86.80

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95186	03/13/2020			HINDERLITER DELLAMAS AND ASSOCIATES	\$600.00
	Invoice	Date	Description		Amount
	0033326-IN	03/04/2020	District sales tax reports July - September		\$300.00
	0033325-IN	03/04/2020	District sales tax reports July - September		\$300.00
95187	03/13/2020			HOME DEPOT CREDIT SERVICES	\$103.08
	Invoice	Date	Description		Amount
	4642339	03/04/2020	Spring, reflective marker		\$9.82
	3615431	02/14/2020	Staples, staple plier		\$15.74
	5642181	03/03/2020	Wire brush, grout brush, paint, graffiti removal supplies		\$48.33
	0620885	02/27/2020	Versahooks, mop handles		\$29.19
95188	03/13/2020			HOSE SHOP	\$415.15
	Invoice	Date	Description		Amount
	423179	03/05/2020	Custom auto tubing		\$415.15
95189	03/13/2020			HUMBOLDT PETROLEUM LLC	\$32.50
	Invoice	Date	Description		Amount
	088983	02/29/2020	February car wash services		\$32.50
95190	03/13/2020			JHS CONSULTING LLC	\$2,332.93
	Invoice	Date	Description		Amount
	1159	03/09/2020	February mall project management and environmental consulting		\$2,332.93
95191	03/13/2020			KATHY D'ANGELO	\$450.00
	Invoice	Date	Description		Amount
	000V-12162019	03/04/2020	Shoot & edit Forsyth interview, burn DVDs, Rispin clips editing		\$450.00
95192	03/13/2020			KATIE KELLY	\$625.00
	Invoice	Date	Description		Amount
	001	03/02/2020	BIA village ambassador 1321 - Village Wharf BIA		\$625.00
95193	03/13/2020			KBA Document Solutions LLC	\$593.18
	Invoice	Date	Description		Amount
	55Y1073282	03/04/2020	February copier usage charges		\$514.00
	55Y1073281	03/04/2020	February copier usage charges		\$79.18
			1000 - General Fund	\$17.85	
			2211 - ISF - Info Tech	\$575.33	
95194	03/13/2020			KOSMONT COMPANIES	\$1,076.40
	Invoice	Date	Description		Amount
	1908.8-007	02/29/2020	February mall economic consulting services		\$1,076.40

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95195	03/13/2020			LEWIS TREE SERVICE INC.	\$1,950.00
	Invoice	Date	Description		Amount
	30840	03/02/2020	Prune eucalyptus next to museum		\$1,950.00
95196	03/13/2020			LUXLAUNDER	\$762.06
	Invoice	Date	Description		Amount
	LLL02292020	02/29/2020	February mat service		\$98.56
	LL022920	02/29/2020	February police uniform cleaning		\$663.50
95197	03/13/2020			MADELINE C HORN	\$1,005.00
	Invoice	Date	Description		Amount
	42	02/28/2020	Cataloging and organizing Begonia Festival artifacts		\$330.00
	41	02/28/2020	Cataloging and organizing museum artifacts		\$675.00
95198	03/13/2020			MASTER CLEANERS	\$231.61
	Invoice	Date	Description		Amount
	MC022520	02/25/2020	February police uniform cleaning		\$231.61
95199	03/13/2020			MID COUNTY AUTO SUPPLY	\$360.09
	Invoice	Date	Description		Amount
	MID-718165	03/05/2020	Tire shine spray		\$17.00
	MID-718085	03/05/2020	Bulk auto protectant		\$341.76
	MID-714224	03/03/2020	Tire shine spray		\$33.05
	MID-719230	03/05/2020	Return car cover		(\$55.05)
	MID-718840	03/05/2020	Car cover		\$55.05
	MID-718380	03/05/2020	Shop lights		\$11.88
	MID-717063	03/04/2020	Return battery core		(\$72.00)
	MID-708203	02/27/2020	Auto paint		\$28.40
95200	03/13/2020			MISSION LINEN SUPPLY	\$212.24
	Invoice	Date	Description		Amount
	511967169	03/04/2020	Fleet linen service		\$38.53
	511967170	03/04/2020	Corp. yard linen service, mats, towels		\$88.42
	511995435	03/09/2020	Community Center mop and mat service		\$85.29
95201	03/13/2020			O'REILLY AUTO PARTS	\$33.96
	Invoice	Date	Description		Amount
	2763-118962	03/05/2020	Dirt buster		\$33.96

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City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95202	03/13/2020			OUTDOOR SUPPLY HARDWARE	\$364.44
	Invoice	Date	Description		Amount
	A25453	02/20/2020	Bucket, silicone, gloves, gear ties, duct tape		\$60.95
	A29446	02/27/2020	Paint roller, batteries, knife, gloves, markers		\$130.82
	A28917	02/26/2020	Sandable primer		\$18.94
	A32729	03/03/2020	Trigger snap, garden hose, nozzle		\$81.72
	A32727	03/03/2020	Wall clock, hedge shears		\$64.29
	A34173	03/05/2020	Bleach, cleaning tool		\$7.72
95203	03/13/2020			PALACE BUSINESS SOLUTIONS	\$73.05
	Invoice	Date	Description		Amount
	574841-0	03/03/2020	Soap		\$27.03
	575273-0	03/05/2020	Cleaner, respirator		\$5.38
	9699124-0	03/10/2020	Art supplies		\$40.64
95204	03/13/2020			PITNEY BOWES	\$208.99
	Invoice	Date	Description		Amount
	PB030420	03/04/2020	Recreation postage machine refill		\$208.99
95205	03/13/2020			PK SAFETY SUPPLY	\$620.43
	Invoice	Date	Description		Amount
	404125	02/28/2020	Earplugs, respirator, gloves		\$620.43
95206	03/13/2020			PRAXAIR DISTRIBUTION INC.	\$124.39
	Invoice	Date	Description		Amount
	95037587	02/22/2020	Acetylene rental		\$124.39
95207	03/13/2020			REGIONAL WATER MANAGEMENT FOUNDATION	\$500.00
	Invoice	Date	Description		Amount
	19/20-CS-9	03/01/2020	FY19/20 regional water management coordination & support srvcs		\$500.00
95208	03/13/2020			SAN LORENZO LUMBER	\$283.29
	Invoice	Date	Description		Amount
	55-0529154	03/03/2020	Galvanized utility grade hardware		\$283.29
95209	03/13/2020			SANTA CRUZ FIRE EQUIPMENT CO.	\$274.90
	Invoice	Date	Description		Amount
	105503	03/06/2020	Community Center fire safety equipment and service		\$274.90
95210	03/13/2020			SANTA CRUZ SEASIDE COMPANY	\$21,692.03
	Invoice	Date	Description		Amount
	SCSC030320	03/03/2020	Auto Center assessment district final funds distribution		\$21,692.03
			3510 - Auto Center		

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95211	03/13/2020			SOQUEL CREEK WATER DISTRICT	\$2,914.01
	Invoice	Date	Description		Amount
	42-14952-00.0220	02/26/2020	42-14952-00 Cortez Park irrigation		\$185.66
	42-15297-00.0220	02/26/2020	42-15297-00 426 Capitola Ave irrigation		\$125.75
	42-15751-01.0220	02/26/2020	42-15751-01 2005 Wharf Road irrigation		\$54.20
	42-15969-00.0220	02/26/2020	42-15969-00 Lawn Way irrigation		\$55.85
	42-16122-00.0220	02/26/2020	42-16122-00 Esplanade fountain irrigation		\$64.20
	42-10504-00.0220	02/26/2020	42-10504-00 Cliff Drive irrigation		\$54.20
	42-11090-01.0220	02/26/2020	42-11090-01 Capitola Road irrigation		\$125.75
	42-11467-00.0220	02/26/2020	42-11467-00 Jade Street park irrigation		\$794.82
	42-14404-00.0220	02/26/2020	42-14404-00 Monterey Ave Nobel Gulch Park irrigation		\$79.27
	42-16136-00.0220	02/26/2020	42-16136-00 1400 Wharf Road irrigation		\$421.54
	42-16407-00.0220	02/26/2020	42-16407-00 Depot Hill		\$54.32
	34-18508-00.0220	02/27/2020	34-18508-00 1510 McGregor Drive water service		\$43.14
	42-17688-00.0220	02/26/2020	42-17688-00 Lawn Way irrigation 2		\$73.50
	42-18238-00.0220	02/26/2020	42-18238-00 Capitola Road irrigation		\$54.32
	42-11517-00.0220	02/26/2020	42-11517-00 41st Avenue irrigation		\$125.63
	42-14431-00.0220	02/26/2020	42-14431-00 Monterey Ave irrigation		\$601.86
			1000 - General Fund	\$2,492.47	
			1311 - Wharf	\$421.54	
95212	03/13/2020			SOQUEL NURSERY GROWERS INC.	\$26.87
	Invoice	Date	Description		Amount
	0000355109	03/03/2020	Upper parking lot plants		\$26.87
95213	03/13/2020			SPRINT	\$869.18
	Invoice	Date	Description		Amount
	788070596-031	03/04/2020	February cell phone charges		\$340.84
	788070596-030	02/02/2020	January cell phone charges		\$528.34
95214	03/13/2020			SUMMIT UNIFORMS	\$1,144.94
	Invoice	Date	Description		Amount
	65475	02/25/2020	536 TOC vest		\$272.03
	65294	02/14/2020	Vest for 525		\$872.91

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City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95215	03/13/2020			THE HOME DEPOT PRO	\$5,874.17
	Invoice	Date	Description		Amount
	539380527	03/05/2020	Disinfectant wipes		\$56.21
	538576240	03/03/2020	Cleaning supplies		\$606.84
	538576257	03/03/2020	Purell dispenser, hand sanitizer		\$291.28
	539120972	03/05/2020	Purell hand sanitizer		\$565.38
	539120980	03/05/2020	Janitorial supplies		\$2,182.19
	538090309	02/27/2020	Janitorial supplies		\$12.06
	537896664	02/27/2020	Janitorial supplies		\$2,160.21
95216	03/13/2020			TPX COMMUNICATIONS	\$1,499.23
	Invoice	Date	Description		Amount
	126796148-0	02/23/2020	February phone service		\$1,499.23
			1000 - General Fund	\$817.97	
			2211 - ISF - Info Tech	\$681.26	
95217	03/13/2020			TRACTOR SUPPLY COMPANY	\$67.69
	Invoice	Date	Description		Amount
	200330291	02/20/2020	C clamps (4)		\$67.69
95218	03/13/2020			US BANK EQUIPMENT FINANCE	\$481.78
	Invoice	Date	Description		Amount
	408724250	03/03/2020	City Hall & Recreation copier leases		\$481.78
			1000 - General Fund	\$25.80	
			2210 - ISF - Stores Fund	\$455.98	
95219	03/13/2020			US BANK EQUIPMENT FINANCE	\$103.55
	Invoice	Date	Description		Amount
	408724219	03/03/2020	Recreation copier lease		\$103.55
95220	03/13/2020			US BANK EQUIPMENT FINANCE	\$288.85
	Invoice	Date	Description		Amount
	408724490	03/03/2020	PD copier lease		\$288.85
95221	03/13/2020			YOSHIE MORRISSEY	\$292.50
	Invoice	Date	Description		Amount
	YM030920	03/09/2020	Instructor payment		\$292.50
95222	03/13/2020			Abby Wilson	\$500.00
	Invoice	Date	Description		Amount
	19-0144	03/10/2020	Refund tree permit #19-0144		\$500.00

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

Type Check Totals:

\$142,349.50

City Checks Issued March 13, 2020 - AP COPY

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>					
906	03/11/2020			WELLS FARGO BANK	\$827.08
	Invoice	Date	Description		Amount
	WF031120	03/11/2020	Monthly client analysis charges		\$827.08
Type EFT Totals:					\$827.08
Library - Library					
<u>Check</u>					
182	03/13/2020			BOGARD CONSTRUCTION INC.	\$5,460.00
	Invoice	Date	Description		Amount
	160707-42	02/25/2020	Library construction project management services 1360 - Library		\$5,460.00
183	03/13/2020			CONSOLIDATED ENGINEERING LABORATORIES	\$750.46
	Invoice	Date	Description		Amount
	172194	02/22/2020	January library construction engineer inspections and testing 1360 - Library		\$750.46
184	03/13/2020			NOLL AND TAM ARCHITECTS	\$47,808.50
	Invoice	Date	Description		Amount
	0058585	01/31/2020	January library construction admin., interiors FF&E		\$16,991.76
	0058482	10/31/2019	October library design and administration		\$11,914.84
	0058411	08/31/2019	August library security revisions, construction administration 1360 - Library		\$18,901.90
Type Check Totals:					\$54,018.96
CITY - Main City Totals					
				Count	Total
Checks				64	\$142,349.50
EFTs				1	\$827.08
All				65	\$143,176.58
Library - Library Totals					
Checks				3	\$54,018.96
EFTs				0	\$0.00
All				3	\$54,018.96
WELLS - Payroll Totals					
Checks				1	\$760.01
EFTs				97	\$167,569.19
All				98	\$168,329.20
Grand Totals:					
Checks				68	\$197,128.47
EFTs				98	\$168,396.27
All				166	\$365,524.74

Attachment: 3/13/20 City Check Register (Approval of City Check Registers)

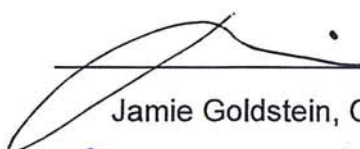
City main account checks dated March 27, 2020, numbered 95223 to 95294 plus 6 EFTs, totaling \$216,633.07, 3 library account checks, totaling \$644,934.11, and 1 payroll account check plus 93 EFTs, totaling \$186,518.39 for a grand total of \$1,048,085.57, have been reviewed and authorized for distribution by the City Manager.

As of March 27, 2020, the unaudited cash balance is \$4,442,541.60.

CASH POSITION - CITY OF CAPITOLA
March 27, 2020

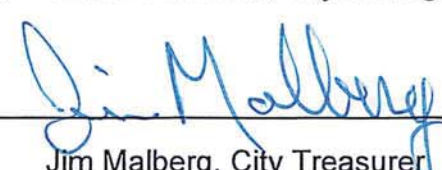
	<u>Net Balance</u>
General Fund	\$ 1,395,289.16)
Payroll Payables	\$ 183,721.58
Contingency Reserve Fund	\$ 2,048,845.66
Facilities Reserve Fund	\$ 475,150.72
Capital Improvement Fund	\$ 2,381,788.75
Stores Fund	\$ 46,996.18
Information Technology Fund	\$ 206,180.24
Equipment Replacement	\$ 364,323.70
Self-Insurance Liability Fund	\$ (77,250.55)
Workers' Comp. Ins. Fund	\$ 163,775.29
Compensated Absences Fund	\$ 44,299.19
TOTAL UNASSIGNED GENERAL FUNDS	<u><u>\$ 4,442,541.60</u></u>

The Emergency Reserve Fund balance is \$1,359,205.54 (not included above).
The PERS Contingency Fund balance is \$908,625.34 (not included above).
The Library Fund balance is \$5,221,566.68 (not included above).



 Jamie Goldstein, City Manager

3/29/20
 Date



 Jim Malberg, City Treasurer

3/30/20
 Date

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95223	03/18/2020			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$7,871.50
	Invoice	Date	Description		Amount
	SCC022920	02/29/2020	February citation processing		\$7,871.50
95224	03/20/2020			WELLS FARGO BANK	\$4,561.80
	Invoice	Date	Description		Amount
	WF030320	03/03/2020	February credit card purchases		\$4,561.80
			Purchases over \$500 threshold:		
			Safety manuals	\$1,195.00	
			1000 - General Fund	\$4,496.41	
			2211 - ISF - Info Tech	\$65.39	
95225	03/27/2020			4LEAF INC.	\$6,160.00
	Invoice	Date	Description		Amount
	J3803C	03/16/2020	February Building development technician services		\$6,160.00
95226	03/27/2020			ALEXANDER ELECTRIC INC.	\$1,120.00
	Invoice	Date	Description		Amount
	013365	03/06/2020	Generator service		\$1,120.00
95227	03/27/2020			ALVAREZ TECHNOLOGY GROUP INC	\$222.50
	Invoice	Date	Description		Amount
	54829	03/20/2020	Monthly antivirus software		\$222.50
			2211 - ISF - Info Tech		
95228	03/27/2020			AMAZON CAPITAL SERVICES	\$1,139.92
	Invoice	Date	Description		Amount
	16RX-RV6D-DHHP	01/17/2020	COVID sanitizing supplies		\$45.90
	1PPG-NJT1-76D7	03/24/2020	Business prime membership renewal		\$543.91
	1KHY-1H9H-769M	03/23/2020	Monitors (4)		\$434.16
	1HJR-KPCG-WGPT	03/22/2020	Flash drives (6), external hard drive, mounting tape		\$115.95
			1000 - General Fund	\$543.91	
			2211 - ISF - Info Tech	\$596.01	
95229	03/27/2020			AMSOIL INC.	\$153.94
	Invoice	Date	Description		Amount
	5631790	12/16/2019	Synthetic grease		\$153.94
95230	03/27/2020			ARCHIVES & ARCHITECTURE LLC	\$4,950.00
	Invoice	Date	Description		Amount
	1879-R	03/19/2020	Standards review #18-0609 319 Riverview Ave.		\$4,950.00
95231	03/27/2020			AUTOMATION TEST ASSOCIATES	\$40.00
	Invoice	Date	Description		Amount

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
48310		03/22/2020	March wharf meter reading 1311 - Wharf		\$40.00
95232	03/27/2020			B & B SMALL ENGINE REPAIR	\$369.34
	Invoice	Date	Description		Amount
	439928	03/12/2020	Backplates, caritool, rope grab, loop runners, steel carabs		\$272.52
	440152	03/16/2020	Filler caps		\$23.63
	440151	03/16/2020	Tune and service chainsaw		\$73.19
95233	03/27/2020			BAY PHOTO LAB	\$109.00
	Invoice	Date	Description		Amount
	15498509	03/16/2020	Museum canvas gallery wrap		\$109.00
95234	03/27/2020			BEN NOBLE URBAN AND REGIONAL PLANNING	\$1,012.50
	Invoice	Date	Description		Amount
	1266	03/15/2020	ADU ordinance revisions 1313 - General Plan		\$1,012.50
95235	03/27/2020			BIOBAG AMERICAS INC.	\$327.00
	Invoice	Date	Description		Amount
	469487	01/14/2020	BioBag dispensers (3)		\$327.00
95236	03/27/2020			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,794.00
	Invoice	Date	Description		Amount
	POA031320	03/13/2020	POA and gym dues PPE 3/7/20 1001 - Payroll		\$1,794.00
95237	03/27/2020			CARIN HANNA	\$2,062.37
	Invoice	Date	Description		Amount
	CH031820	03/18/2020	BIA storage, office supplies, domain renewal, guide ad reimburse 1321 - Village-Wharf BIA		\$2,062.37
95238	03/27/2020			CAROLYN FLYNN	\$8,265.00
	Invoice	Date	Description		Amount
	CBF-02-2020	03/13/2020	February affordable housing program management services		\$8,265.00
95239	03/27/2020			CENTRAL HOME SUPPLY	\$229.47
	Invoice	Date	Description		Amount
	129346	03/09/2020	Golden nugget ground cover Chittenden Ln. storm drain project		\$229.47
95240	03/27/2020			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$1,075.00
	Invoice	Date	Description		Amount
	2782	03/17/2020	February televised meetings		\$1,075.00
95241	03/27/2020			CSG Consultants Inc.	\$8,765.38

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	B200181	03/02/2020	February building plan review services		\$8,765.38
95242	03/27/2020			EMERGENCY VEHICLE SPECIALISTS INC.	\$25.00
	Invoice	Date	Description		Amount
	11009	03/06/2020	2019 Tahoe radio programming		\$25.00
95243	03/27/2020			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$150.00
	Invoice	Date	Description		Amount
	L1858684256-18	07/16/2019	Employee earnings withholding order 1001 - Payroll		\$150.00
95244	03/27/2020			EQUITABLE	\$2,743.89
	Invoice	Date	Description		Amount
	99916	02/11/2020	March STD, LTD, AD&D, life insurance 1000 - General Fund (\$0.01) 1001 - Payroll \$2,743.90		\$2,743.89
95245	03/27/2020			EWING IRRIGATION	\$1,013.06
	Invoice	Date	Description		Amount
	11162966	03/11/2020	Vinyl pipewrap, woven landscaping fabric		\$480.23
	11168349	03/12/2020	Vinyl pipewrap		\$26.30
	9236045	03/13/2020	Black vinyl pipe wrap		\$26.30
	9228951	03/12/2020	Black vinyl pipe wrap, woven fabric		\$480.23
95246	03/27/2020			FIRST ALARM	\$239.10
	Invoice	Date	Description		Amount
	534106	03/15/2020	Quarterly evidence room security system monitoring		\$239.10
95247	03/27/2020			FLYERS ENERGY LLC	\$4,042.35
	Invoice	Date	Description		Amount
	20-081543	03/05/2020	68 gallons diesel		\$250.49
	20-081542	03/05/2020	396 gallons gasoline		\$1,461.50
	20-077464	02/28/2020	102 gallons diesel		\$359.34
	20-077463	02/28/2020	518 gallons gasoline		\$1,971.02
95248	03/27/2020			GARDEN HAVEN NURSERY	\$257.88
	Invoice	Date	Description		Amount
	00353205	03/17/2020	Monterey park plants, planting mix soil		\$257.88
95249	03/27/2020			GEORGE McMENAMIN	\$715.00
	Invoice	Date	Description		Amount
	2020-6	03/15/2020	Riparian restoration services		\$715.00
95250	03/27/2020			GOVERNMENT FINANCE OFFICERS ASSOCIATION	\$85.00

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	2947245	01/10/2020	Budget training		\$85.00
95251	03/27/2020			HAYWARD RUBBER STAMP	\$56.70
	Invoice	Date	Description		Amount
	5225010	03/16/2020	Custom building inspector stamps		\$56.70
95252	03/27/2020			HINDERLITER DELLAMAS AND ASSOCIATES	\$1,684.98
	Invoice	Date	Description		Amount
	0033471-IN	03/18/2020	Sales tax audit services		\$1,684.98
95253	03/27/2020			HOME DEPOT CREDIT SERVICES	\$135.00
	Invoice	Date	Description		Amount
	5010933	03/13/2020	Toilet brush with caddy		\$17.37
	8010683	03/10/2020	Round steel stakes		\$11.58
	5611025	03/13/2020	Pliers, ABS cement, trap adapter, thread sealant, pipe, adapter		\$43.18
	3520194	03/05/2020	Lower parking lot paint		\$19.55
	7631593	03/11/2020	Super glue, clorox bleach foamer		\$15.40
	2611364	03/16/2020	Hacksaw blades		\$19.55
	9622273	03/09/2020	Sponge tape		\$8.37
95254	03/27/2020			HOSE SHOP	\$394.03
	Invoice	Date	Description		Amount
	423271	03/10/2020	Auto hoses, fittings, sleeves, assemblies, adapters		\$223.21
	423265	03/10/2020	Hose fittings		\$170.82
95255	03/27/2020			INTERNATIONAL BRONZE PLAQUE COMPANY	\$139.00
	Invoice	Date	Description		Amount
	20-54637	03/16/2020	Memorial bench plaque		\$139.00
95256	03/27/2020			KBA Document Solutions LLC	\$36.75
	Invoice	Date	Description		Amount
	55Y1077518	03/16/2020	March copier usage charges 2211 - ISF - Info Tech		\$36.75
95257	03/27/2020			KIMLEY HORN AND ASSOCIATES INC	\$8,287.50
	Invoice	Date	Description		Amount
	16058863	02/29/2020	Update to local hazard mitigation plan 1314 - Green Build		\$8,287.50
95258	03/27/2020			KING'S PAINT AND PAPER INC.	\$20.80
	Invoice	Date	Description		Amount
	A0295651	03/20/2020	Mightypro cover, recycle tray		\$20.80
95259	03/27/2020			LABORMAX STAFFING	\$3,477.30

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	26-119268	03/06/2020	Seasonal labor 2/29 - 3/6		\$1,159.10
	26-119561	03/13/2020	Seasonal labor 3/7 - 3/13		\$1,159.10
	26-119835	03/20/2020	Seasonal labor 3/14 - 3/20		\$1,159.10
95260	03/27/2020			LAS ANIMAS CONCRETE	\$924.32
	Invoice	Date	Description		Amount
	150865	02/27/2020	Lower parking lot concrete		\$924.32
95261	03/27/2020			LEWIS TREE SERVICE INC.	\$1,850.00
	Invoice	Date	Description		Amount
	30844	03/03/2020	Prune walnut trees on Capitola Ave.		\$1,850.00
95262	03/27/2020			MADELINE C HORN	\$765.00
	Invoice	Date	Description		Amount
	43	03/13/2020	Museum artifact cataloging & organizing		\$502.50
	44	03/13/2020	Museum begonia festival artifacts organizing and cataloging		\$262.50
95263	03/27/2020			MID COUNTY AUTO SUPPLY	\$359.33
	Invoice	Date	Description		Amount
	MID-728263	03/12/2020	Auto light bulbs		\$133.80
	MID-727382	03/11/2020	Adhesives		\$21.53
	MID-721432	03/06/2020	Tire shine		\$204.00
95264	03/27/2020			MISSION LINEN SUPPLY	\$303.74
	Invoice	Date	Description		Amount
	511703051	01/27/2020	Community center mat and mop service		\$85.29
	512016694	03/11/2020	Corp. yard linen service, mats, towels		\$92.05
	512016693	03/11/2020	Fleet linen service		\$38.53
	512065954	03/18/2020	Corp. yard linen service, mats, towels		\$87.87
95265	03/27/2020			MISSION PRINTERS	\$227.83
	Invoice	Date	Description		Amount
	60696	03/20/2020	Window envelopes (1,500) 2210 - ISF - Stores		\$227.83
95266	03/27/2020			MONTEREY BAY AREA SELF INSURANCE AUTHORITY	\$561.72
	Invoice	Date	Description		Amount
	200323-1	03/23/2020	Cyber liability insurance 2213 - ISF - Self-Insur		\$561.72
95267	03/27/2020			MUNICIPAL CODE CORPORATION	\$2,400.00
	Invoice	Date	Description		Amount
	00340667	03/17/2020	Annual website hosting maintenance support 2211 - ISF - Info Tech		\$2,400.00

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95268	03/27/2020			NORTH BAY FORD	\$939.91
	Invoice	Date	Description		Amount
	339411	12/04/2019	2011 Crown Victoria instrument cluster replacement		\$939.91
95269	03/27/2020			O'REILLY AUTO PARTS	\$26.09
	Invoice	Date	Description		Amount
	2763-118764	03/04/2020	Wiper fluid		\$26.09
95270	03/27/2020			OPTIMAL SOLUTIONS CONSULTING	\$7,000.00
	Invoice	Date	Description		Amount
	1327	03/14/2020	Community Grant program analysis		\$7,000.00
95271	03/27/2020			OUTDOOR SUPPLY HARDWARE	\$66.75
	Invoice	Date	Description		Amount
	A33554	03/04/2020	Memorial plaque epoxy		\$5.00
	A37969	03/12/2020	Rope, gloves, clear caulk sealer		\$54.13
	A40386	03/16/2020	City Hall supplies		\$7.62
95272	03/27/2020			PACIFIC GAS & ELECTRIC	\$13,987.52
	Invoice	Date	Description		Amount
	PGE031520-acct9	03/15/2020	March gas and electricity		\$13,274.74
	PGE031320-acct0	03/13/2020	March Rispin mansion utilities		\$9.85
	PGE031520-acct5	03/15/2020	March Pacific Cove parking lot utilities		\$1,006.82
	PGE021320-acct5	02/13/2020	February Pacific Cove parking lot utilities		\$1,106.49
	PGE011420-acct5	01/14/2020	January Pacific Cove parking lot utilities		\$959.32
	PGE101519-acct5	10/15/2019	October Pacific Cove parking lot utilities climate credit		(\$152.13)
	PGE111419-acct5	11/14/2019	November Pacific Cove parking lot utilities credit		(\$3,333.53)
	PGE121319-acct5	12/13/2019	December Pacific Cove parking lot utilities		\$1,115.96
			1000 - General Fund	\$5,419.43	
			1300 - Supl Law Enfc	\$111.62	
			1310 - Gas Tax	\$6,619.55	
			1311 - Wharf	\$1,836.92	
95273	03/27/2020			PALACE BUSINESS SOLUTIONS	\$254.83
	Invoice	Date	Description		Amount
	575675-0	03/06/2020	Black frame glasses (3)		\$106.24
	576619-0	03/13/2020	Pens w/ stick-on chain writer		\$21.56
	576670-0	03/13/2020	Squeeze bottle, fingertip moisteners		\$32.10
	576416-0	03/12/2020	Thermal pouch		\$42.64
	573123-0	02/21/2020	Paper		\$52.29
			1000 - General Fund	\$202.54	
			2210 - ISF - Stores	\$52.29	
95274	03/27/2020			PITNEY BOWES	\$2,191.03

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	PB031920	03/19/2020	City Hall postage machine refill and meter rental 2210 - ISF - Stores		\$2,191.03
95275	03/27/2020			PK SAFETY SUPPLY	\$328.58
	Invoice	Date	Description		Amount
	404649	03/05/2020	Microflex gloves (13 boxes)		\$255.33
	404343	03/04/2020	N95 respirators (3)		\$73.25
95276	03/27/2020			ROBIN H EVEREST	\$74.91
	Invoice	Date	Description		Amount
	RE032320	03/23/2020	Instructor payment		\$74.91
95277	03/27/2020			SAN LORENZO LUMBER	\$481.15
	Invoice	Date	Description		Amount
	55-0529370	03/04/2020	Skate park lumber		\$334.03
	55-0529918	03/05/2020	Jade St. lumber, fatmax chisel set		\$147.12
95278	03/27/2020			SANTA CRUZ COUNTY DISTRICT ATTORNEY	\$5,887.00
	Invoice	Date	Description		Amount
	19/20 MDIC-CPD	03/06/2020	Multi-disciplinary interview center annual contribution		\$5,887.00
95279	03/27/2020			SANTA CRUZ FIRE EQUIPMENT CO.	\$46.00
	Invoice	Date	Description		Amount
	105590	03/26/2020	City Hall fire extinguisher maintenance		\$46.00
95280	03/27/2020			SOQUEL CREEK WATER DISTRICT	\$141.27
	Invoice	Date	Description		Amount
	06-14476-00.0320	03/05/2020	06-14476-00 430 Kennedy Drive water service		\$141.27
95281	03/27/2020			STAPLES ADVANTAGE	\$123.19
	Invoice	Date	Description		Amount
	8057741492	03/07/2020	Break room supplies		\$123.19
95282	03/27/2020			THE HOME DEPOT PRO	\$1,085.03
	Invoice	Date	Description		Amount
	540462462	03/12/2020	Clorox cleaner refill		\$218.64
	540462470	03/12/2020	Janitorial supplies		\$414.57
	540444106	03/11/2020	Paystation antistatic wipes		\$45.26
	540462454	03/12/2020	Janitorial supplies		\$406.56
95283	03/27/2020			TMT ENTERPRISES INC.	\$2,412.69
	Invoice	Date	Description		Amount
	03658	03/09/2020	Monterey park infield mix		\$2,412.69

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
95284	03/27/2020			TRANSPORTATION ALLIANCE BANK INC.	\$2,019.25
	Invoice	Date	Description		Amount
	655985	03/12/2020	Sweeper seal supports, hopper bottom seal, high tack tape		\$671.11
	655625	02/24/2020	Sweeper filaments, gb set 1310 - Gas Tax		\$1,348.14
95285	03/27/2020			UNITED PARCEL SERVICE	\$6.90
	Invoice	Date	Description		Amount
	0000954791110	03/14/2020	Document delivery		\$6.90
95286	03/27/2020			US BANK PARS Acct 6746022400	\$473.30
	Invoice	Date	Description		Amount
	PARS031320	03/13/2020	PARS contributions PPE 3/7/20 1001 - Payroll		\$473.30
95287	03/27/2020			WEATHERTECH DIRECT LLC	\$454.73
	Invoice	Date	Description		Amount
	717745808	03/09/2020	Seat protectors, back seat protector		\$454.73
95288	03/27/2020			WESTERN EXTERMINATOR COMPANY	\$128.00
	Invoice	Date	Description		Amount
	7855419	02/29/2020	Cliff Dr. turnout rodent control		\$64.00
	7851228	02/29/2020	City Hall rodent control		\$64.00
95289	03/27/2020			WHEELCHAIRS OF SAN MATEO & TECH	\$2,458.87
	Invoice	Date	Description		Amount
	00011304	01/31/2020	562 wheelchair repairs and labor		\$2,458.87
95290	03/27/2020			Denise Elerick	\$199.00
	Invoice	Date	Description		Amount
	2004581.002	03/25/2020	Facility rental refund		\$199.00
95291	03/27/2020			Janalee Middleton	\$78.00
	Invoice	Date	Description		Amount
	2004584.002	03/20/2020	Recreation class refund		\$78.00
95292	03/27/2020			Kristin or Matthew Galvin	\$1,500.00
	Invoice	Date	Description		Amount
	KMG031220	03/12/2020	Bandstand deposit refund		\$1,500.00
95293	03/27/2020			Operation Surf	\$606.40
	Invoice	Date	Description		Amount
	OS031220	03/12/2020	Operation Surf event refund		\$606.40
95294	03/27/2020			Teresa Gonzales	\$10.00

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice	Date	Description		Amount
	233124353	03/16/2020	Citation refund		\$10.00

Type Check Totals: \$124,104.40

EFT

907 03/17/2020 EMPLOYMENT DEVELOPMENT DEPARTMENT \$7,940.88

Invoice	Date	Description	Amount
1-738-471-456	03/17/2020	State taxes PPE 3/6/20 1001 - Payroll	\$7,940.88

908 03/16/2020 INTERNAL REVENUE SERVICE \$28,423.69

Invoice	Date	Description	Amount
85667466	03/16/2020	Federal taxes PPE 3/7/20 1001 - Payroll	\$28,423.69

909 03/17/2020 INTERNAL REVENUE SERVICE \$1,206.78

Invoice	Date	Description	Amount
14386978	03/17/2020	Medicare on employee final check 1001 - Payroll	\$1,206.78

910 03/16/2020 STATE DISBURSEMENT UNIT \$1,232.76

Invoice	Date	Description	Amount
PB9NBQB6657	03/16/2020	Garnishments PPE 3/7/20 1001 - Payroll	\$1,232.76

911 03/19/2020 CalPERS Member Services Division \$53,589.56

Invoice	Date	Description	Amount
1001527517-20	03/19/2020	PERS contributions PPE 3/7/20 1000 - General Fund (\$0.16) 1001 - Payroll \$53,589.72	\$53,589.56

912 03/25/2020 DISCOVERY BENEFITS \$135.00

Invoice	Date	Description	Amount
0001127232-IN	02/29/2020	February COBRA and FSA admin.	\$135.00

Type EFT Totals: \$92,528.67

Library - Library

Check

185 03/27/2020 BUTANO GEOTECHNICAL ENGINEERING \$3,455.00

Invoice	Date	Description	Amount
4660	03/02/2020	Additional library construction observation and testing	\$660.00
4631	02/12/2020	Additional library construction observation and testing 1360 - Library	\$2,795.00

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)

City Checks Issued March 14 - March 27, 2020

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
186	03/27/2020			JOHN F OTTO INC ESCROW NO 02-701154	\$32,073.96
	Invoice	Date	Description		Amount
	13485retainer	03/18/2020	February retainer for library construction 1360 - Library		\$32,073.96
187	03/27/2020			OTTO CONSTRUCTION INC.	\$609,405.15
	Invoice	Date	Description		Amount
	13485	03/18/2020	February library construction services 1360 - Library		\$609,405.15
Type Check Totals:					\$644,934.11
CITY - Main City Totals				Count	Total
Checks				72	\$124,104.40
EFTs				6	\$92,528.67
All				78	\$216,633.07
Library - Library Totals					
Checks				3	\$644,934.11
EFTs				0	\$0.00
All				3	\$644,934.11
WELLS - Payroll Totals					
Checks				1	\$40,412.33
EFTs				92	\$164,800.51
All				93	\$205,212.84
Grand Totals:					
Checks				76	\$809,450.84
EFTs				98	\$257,329.18
All				174	\$1,066,780.02

Attachment: 3/27/20 City Check Register (Approval of City Check Registers)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Community Development

SUBJECT: Adopt Resolution Authorizing Staff to Submit Local Coastal Program Implementation Plan Amendments for ADUs and Signs to the California Coastal Commission

RECOMMENDED ACTION: Adopt resolution authorizing staff to submit local coastal program implementation plan amendments for ADUs and Signs to the California Coastal Commission.

BACKGROUND: On February 6, 2020, the Planning Commission reviewed and provided a unanimous recommendation to City Council for the ADU and sign ordinance amendments. On February 27, 2020, Staff introduced the ADU and sign ordinance amendments to City Council. City Council passed the first reading of the updated ordinances during its meeting on March 12, 2020, and adopted the ordinances on March 26, 2020.

ANALYSIS: To implement the new legislation inside the Coastal Zone, the new ordinance must be certified by the California Coastal Commission as part of Capitola's certified Local Coastal Program (LCP).

Prior to submitting an LCP update for certification, the City must adopt a resolution authorizing staff to submit an amendment to the Coastal Commission. Also, analysis must be included documenting that the proposed amendment is in conformity with and adequately carries out the City's certified Land Use Plan (LUP). Any portions of the LCP which are affected by the amendment, must be identified. Attachment A includes all the required analysis. The resolution authorizes the staff to submit the LCP amendment to Coastal Commission.

Fiscal Impact: There is no fiscal impact for the certification of the LCP.

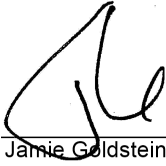
ATTACHMENTS:

1. Consistency with LCP and Effect on LCP Analysis and Citations (DOCX)

Report Prepared By: Katie Herlihy
Community Development Director

LCP Update Resolution
April 23, 2020

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
 AUTHORIZING SUBMITTAL TO THE CALIFORNIA COASTAL COMMISSION FOR
 CERTIFICATION AN AMENDMENT TO THE LOCAL COASTAL PROGRAM
 REPLACING CHAPTER 17.99 (ACCESSORY DWELLING UNITS) AND CHAPTER 17.57
 (SIGNS) AND AMENDING CHAPTER 17.15 (R-1, SINGLE-FAMILY ZONING DISTRICT), OF
 THE CAPITOLA MUNICIPAL CODE**

WHEREAS, the City of Capitola's Local Coastal Program (LCP) was certified by the California Coastal Commission in December of 1981 and has since been amended from time to time; and

WHEREAS, the last comprehensive update to the City of Capitola Zoning Code (Title 7 of the Capitola Municipal Code) was adopted in 1975; and

WHEREAS, the City Council adopted the General Plan Update on June 26, 2014. Since its adoption, the City has undertaken a series of stakeholder outreach meetings, online surveys, developed an Issues and Options white paper, and held multiple public meetings as the foundation of the new Zoning Code; and

WHEREAS, the City released the first draft of the comprehensive update to the Zoning Code on February 4, 2016, after which the Planning Commission conducted 11 public hearings and the City Council conducted six to gather public input, which was incorporated into a second draft of the Zoning Code that the City published on January 9, 2017; and

WHEREAS, the Planning Commission reviewed the second draft in three meetings in the spring of 2017, followed by review by the City Council in two meetings. On May 11, 2017, the City Council directed staff to publish an updated version incorporating all Planning Commission and City Council direction for a 60-day public review period; and

WHEREAS, the City then circulated the revised draft Zoning Code and Zoning Map for a 60-day public review period from June 1 to July 31, 2017; and

WHEREAS, on September 6, 2017, the Planning Commission reviewed the public comments and unanimously recommended approval by the City Council of the draft Zoning Code; and

WHEREAS, the City Council reviewed the draft Zoning Code on November 21, 2017 and at a special meeting on November 29, 2017, at which time the City Council provided staff with final edits and directed staff to schedule the first reading of the Zoning Code for adoption at the first meeting in January; and

WHEREAS, the Capitola City Council conducted a duly noticed public hearing on January 11, 2018, and at this meeting the City Council adopted the Zoning Code for the first reading. On January 25, 2018, the City Council adopted an Ordinance of the City Council of the City of Capitola amending Chapter 17 (Zoning) of the Capitola Municipal Code; and

LCP Update Resolution
April 23, 2020

WHEREAS, following local adoption by the City of Capitola on January 25, 2018, staff submitted the Ordinance to Coastal Commission staff for preliminary review and received recommended amendments from Coastal Commission staff on November 16, 2020; and

WHEREAS, the Planning Commission reviewed the amendments recommended by the Coastal Commission staff during a special meeting on February 21, 2019 and made a recommendation to the City Council to adopt the majority of the recommended amendments during a regularly scheduled meeting on March 7, 2019; and

WHEREAS, on April 5, 2019, the City published an updated draft of the Zoning Code that included all Planning-Commission-accepted Coastal Commission recommended amendments in redline format and made the document available for public review; and

WHEREAS, the City Council conducted four public hearings on April 11, 2019; May 9, 2019; May 23, 2019; and June 27, 2019, to review the Coastal Commission recommended amendments and directed staff to continue working with Coastal Commission staff on specific outstanding items; and

WHEREAS, City staff met with Coastal Commission staff in December of 2019 regarding outstanding items and found common ground on the majority of the outstanding items; and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law, a number of bills regarding Accessory Dwelling Units ("New ADU Laws") that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate Accessory Dwelling Units ("ADUs") and Junior Accessory Dwelling Units ("JADUs"); and

WHEREAS, the City Council adopted amendments to the portions of its Zoning Code applicable to areas outside of the Coastal Zone to be consistent with the New ADU Laws on March 26, 2020; and

WHEREAS, the City now desires to amend its local regulatory scheme for the construction of ADUs and JADUs in the Coastal Zone to comply with the amended provisions of Government Code sections 65852.2 and 65852.22, with one exception; and

WHEREAS, the New ADU Laws do not supersede or alter the application of the Coastal Act. Local jurisdictions may enact different ADU regulations in the Coastal Zone than those that are required by State law, so long as the local jurisdiction can demonstrate that the statewide rules would have a negative impact on application of the Coastal Act; and

WHEREAS, the New ADU Laws exempt almost all ADUs from the requirement of onsite parking. In the City's Coastal Zone, on-street parking is shared by residents and visitors, and parking supply is already constrained. Exempting ADUs in the Coastal Zone from the requirement of onsite parking would have a negative impact on application of the Coastal Act because it would restrict coastal access; and

WHEREAS, Chapter 17.80 of the Capitola Municipal Code and LCP Implementation Plan establishes the City's regulations regarding Signs inside the Coastal Zone and Chapter 17.57 of the Capitola Municipal Code establishes the City's regulations regarding Signs outside the Coastal Zone; and

LCP Update Resolution
April 23, 2020

WHEREAS, in the case of *Reed v. Town of Gilbert* (2015) 135 S. Ct. 2218, the United States Supreme Court held that absent a compelling reason, a city may not provide preferential treatment based on content for noncommercial messages on signs; and

WHEREAS, the proposed amendments to Chapter 17.80 incorporate message neutrality standards for commercial and noncommercial signs protected by the First Amendment to the U.S. Constitution, and as articulated in *Reed v. Town of Gilbert*; and

WHEREAS, the proposed amendments to Chapter 17.80 allow temporary noncommercial signs on private property; and

WHEREAS, the Planning Commission held a duly noticed public hearing on February 6, 2020, at which time it reviewed the proposed amendments, considered all public comments on the revisions and related CEQA exemption, and unanimously recommended that the Council adopt the proposed revisions to the Ordinance; and

WHEREAS, based upon the Planning Commission recommendation, the City Council determined that the amendments are consistent with the General Plan, including the Goals, Policies and Implementation Measures of the Land Use Element and Housing Element, and that the revisions would be internally consistent with all other provisions of the Municipal Code; and

WHEREAS, the Zoning Code serves as the Implementation Plan of the City's Local Coastal Program and is intended to be implemented in a manner that is in full conformance with the California Coastal Act; and

WHEREAS, the Local Coastal Program Implementation Plan establishes specific land use and development regulations to implement the Local Coastal Program Land Use Plan, and the Chapter 17.99 (Accessory Dwelling Units), Chapter 17.15 (R-1, Single-Family Zoning District), and Chapter 17.57 (Signs) is part of Capitola's Local Coastal Program Implementation Plan; and

WHEREAS, based on the Planning Commission recommendation, at a duly noticed meeting, the City Council reviewed the draft ordinance on February 27, 2020, passed a first reading of the Ordinance on March 12, 2020 and adopted the Ordinance on March 26, 2020; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Capitola that its action to replace Chapter 17.99 of the Capitola Municipal Code is statutorily exempt from CEQA pursuant to Public Resources Code Section 21080.17 (Application of Division to Ordinances Implementing Law Relating to Construction of Dwelling Units and Second Units), since the proposed changes are consistent with adopted State Law; and its action to replace Chapter 17.57 and amend Chapter 17.15 of the California Municipal Code is statutorily exempt from CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines because it has no potential for resulting in physical change to the environment, directly or indirectly.

BE IT FURTHER RESOLVED, that this Resolution declares and reflects the City's intent to amend the LCP Implementation Plan as it pertains to Chapter 17.99: Accessory Dwelling Units (Chapter 17.74 Outside Coastal Zone), Chapter 17.15:R-1 Single-Family Zoning District, and Chapter 17.57: Signs (Chapter 17.80 Outside Coastal Zone) within the City of Capitola, as

LCP Update Resolution
April 23, 2020

drafted, if certified by the California Coastal Commission, in full conformity with the City of Capitola LCP and provisions of the California Coastal Act.

BE IT FURTHER RESOLVED, that the City Manager or his designee is directed to submit the said Coastal Commission LCP Amendments to the California Coastal Commission for its review and certification. If the Coastal Commission approves the amendment package, it will take effect automatically upon Coastal Commission approval. If the Coastal Commission modifies the amendment package, only the modifications will require formal action by the City of Capitola.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the ___ day of April, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kristen Petersen, Mayor

ATTEST: _____
Chloe Woodmansee, City Clerk

Analysis and Citations for Consistency of ADU and Sign Ordinance Changes with Local Coastal Program and Effect on Other Sections of LCP

ADU Amendment and LUP Consistency: The new State ADU law does not supersede or in any way alter or lessen the effect or application of the Coastal Act. Therefore, local jurisdictions may enact different ADU rules in the Coastal Zone from what is required by state law if the local jurisdiction can demonstrate that these statewide rules will have a negative impact on application of the Coastal Act. Staff identified one area where the new legislation would have a negative impact on coastal resources: parking. The new ADU legislation exempts almost all ADUs from having onsite parking. Currently in Capitola's Coastal Zone, on-street parking is shared between residents and visitors, and parking supply is often constrained. In order to preserve coastal access and street parking, the proposed ordinance does not exempt ADUs within the Coastal Zone from onsite parking requirements. Below are references from Capitola's Land Use Plan including citations from the California Coastal Act regarding coastal access and preservation of public parking.

ADU Amendment and Effect on Other Sections of LCP: In pursuing an LCP update, the City must include analysis regarding the proposed LCP update's relationship to and effect on other sections of the LCP. The amendment to Chapter 17.99 reflects the new State legislation's requirement that the City approve any ADU up to 800 square feet. This change impacts Chapter 17.15: R-1 (Single Family) zoning district, in that Section 17.15.100A includes a floor area ratio bonus for single-family homes on lots larger than 5,000 with an ADU. Since the State legislation and Chapter 17.99 as amended require the City to approve ADUs up to 800 square feet, the floor area ratio bonus is not needed in Chapter 17.15 and staff proposes it be removed.

Sign Amendment and LCP Consistency: The new sign ordinance conforms with and adequately carries out the city's certified LUP. The sign code update includes multiple modifications at the request of Coastal Commission staff to allow signs for coastal access, prohibit signs for private parking along public streets, and specify when a coastal development permit is required.

References from Capitola's Local Coastal Program Land Use Plan:

The following statements are from the Capitola's LCP Land Use Plan including references to the California Coastal Act, summaries of existing conditions in Capitola, and policies and implementation. The full Land Use Plan is available on the Capitola websites at <https://www.cityofcapitola.org/communitydevelopment> at the bottom of the page.

Introduction

The basic goals of the Coastal Act, as stated in the Public Resources Code, Section 30001.5, are to:

- a) Protect, maintain and where feasible, enhance and restore the overall quality of the coastal zone environment and its natural and manmade resources.
- b) Assure orderly, balanced utilization and conservation of coastal zone resources taking into account the social and economic needs of the people of the state.
- c) Maximize public access to and along the coastal and maximize public recreation opportunities in the coastal zone, consistent with sound resource conservation principles and constitutionally protected rights of private property owners.
- d) Assure priority for coastal-dependent development over other development on the coast.

- e) Encourage state and local initiatives and cooperation in preparing procedures to implement coordinated planning and development for mutually beneficial uses, including educational uses, in the coastal zone.

I. LAND USE PLAN FRAMEWORK POLICIES

POLICY B

Where policies in the Land Use Plan overlap or conflict, the policy that is the most protective of coastal resources shall take precedence.

POLICY C

The Capitola LCP Land Use Plan shall be adopted as an amendment to the Capitola General Plan.

POLICY D

In reviewing or carrying out projects outside the coastal zone, the City shall consider the effect of such projects or actions on coastal zone resources in order to ensure that the policies of the Capitola LCP Land Use Plan are achieved.

POLICY E

Prior to the issuance of any permit for development in the coastal zone, the City of Capitola shall prepare necessary findings that the development meets the standards set forth in all applicable Land Use Plan polices.

POLICY F

The City of Capitola shall maintain a high level of opportunities for public participation throughout the entire Local Coastal Program and Implementation Planning process.

POLICY G

The Land Use Plan brings the City's General Plan, Zoning Ordinances and other policies for lands within the coastal zone into conformance with the Coastal Act. It should be recognized that the Land Use Plan must be used in concern with other local, state and federal policies and regulations when evaluating any development proposal, If a conflict between policies arises, the adopted Land Use Plan policies shall be the prevailing policy.

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The City of Capitola shall maintain a high level of opportunities for public participation throughout the entire Local Coastal Program and Implementation Planning process.

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The Land Use Plan brings the City's General Plan, Zoning Ordinances and other policies for lands within the coastal zone into conformance with the Coastal Act. It should be recognized that the Land Use Plan must be used in concern with other local, state and federal policies and regulations when evaluating any development proposal, If a conflict between policies arises, the adopted Land Use Plan policies shall be the prevailing policy.

I. LOCATING AND PLANNING NEW OR INTENSIFIED DEVELOPMENT PUBLIC WORKS FACILITIES

Attachment: Consistency with LCP and Effect on LCP Analysis and Citations (LCP Update Resolution)

RELEVANT COASTAL ACT POLICIES

The following Coastal Act policies deal directly with the establishment of priority uses and criteria for development:

SEC. 30250

SEC. 30252

The location and amount of new development should maintain and enhance public areas to the coast by (1) facilitating the provision or extension of transit service, (2) providing commercial facilities within or adjoining residential development or in other areas that will minimize use of coastal access roads, (3) providing non-automobile circulation within the development, (4) providing adequate parking facilities or providing substitute means of serving the development with public transportation, (5) assuring the potential for public transit for high intensity uses, such as high-rise office building , and by (6) assuring that the recreational needs of the new residents will not overload the nearby coastal recreation areas by correlating the amount of development with local park acquisition and development plans with the provision of onsite recreational facilities to serve the new development.

SEC. 30255

Coastal-dependent developments shall have priority over other developments shall have priority over other developments on or near the shoreline. Except as provided elsewhere in this division, coastal-dependent developments shall not be sited in a wetland. When appropriate, coastal related developments should be accommodated within reasonable proximity to the coastal-dependent uses they support.

ISSUE DISCUSSION AND RECOMMENDED POLICIES

VILLAGE CHARACTER

Capitola Village and Beach is a unique visitor destination with a long history as a seaside resort. The Village has a special charm, due to its scale, variety and ambiance. There is a greater demand for parking than there is supply within Capitola Village. A 1981 study by DKS Associates showed that there is a deficit of approximately 360 spaces, based on current parking demand for Village activities.

The Coastal Act requires that “the location and amount of new development should maintain and enhance public access to the Coast by ... (4) providing adequate parking facilities or providing substitute means of serving the development with public transportation.” (Section 30252).

The consensus of City officials and citizens appears to be that increased parking within the Village would destroy Village character and would be too costly. Therefore, Capitola has been seriously utilizing alternative solutions, including remote parking and shuttle, along with parking within walking distance to the Village.

Since there is currently a deficit of parking facilities to service the Village, Beach and Wharf areas, all new or intensified development in these areas should include an equitable contribution to a permanent shuttle bus/remote parking system or adequate parking. A long-term shuttle bus financing program would appropriately be based on an assessment district or some other comparable measures which require contribution to the shuttle bus/remote parking system or new parking lots.

The long-standing residential and commercial users in the Village should share the responsibility of providing additional parking or shuttle bus services with the new uses.

Policy I-1 It shall be the policy of the City of Capitola to maintain and enhance access to Capitola Beach, Village, and Wharf while maintaining and enhancing the existing character of Capitola Village and the surrounding residential areas. The intensity of new development shall be limited to the availability of parking and other alternative transportation systems, such as a shuttle bus and remote parking. (see Visual Resource and Special Communities & Public Access Components for further discussion.)

Implementation:

- a) Develop a Capitola Village/Beach parking program that will provide 300 to 400 new parking places for Village Beach users.
- b) Require adequate parking for new users, such parking to be provided at sites outside the Village area within walking distance or remote and served by shuttle system; exceptions to permit on-site parking may be made for (1) non-historic structures in residential areas bounding the central commercial district of the Village as shown on Exhibit B attached; (2) for the Capitola Theatre site and the Mercantile site as shown on Exhibit B attached, and providing that site designs shall provide for minimizing driveway cuts and for ground floor street frontage commercial development with parking areas/structures on the interior of the sites; (3) if mandated under Federal Emergency Agency regulations and as consistent with the certified LCP.
- c) Protect adjacent residential neighborhoods from parking intrusions while providing for public access to viewpoints and recreation areas. The residential parking program as approved under CDP 3-87-42 must incorporate the following provisions: (1) a limit of 350 permits at any one time for the Village Parking District; (2) a limit of 50 permits for the Pacific Cove parking lot to be issued to Village Permit holders and Transient Occupancy Permit holders; (3) provision of public parking on a daily basis along Prospect, Grand, and Cliff Avenues, to provide public access to scenic overlooks; (4) residential permit parking within the neighborhood areas shall be in effect only during the hours of operation of the Capitola Beach shuttle system except as provided in Resolutions 2435 and 2436 for the Fanmar and the Burlingame, Grand/Cliff areas; signing shall clearly state this relationship and shall be conspicuously posted; (5) if the shuttle system operation is suspended, the permit parking program shall be suspended; (6) the ocean side of the Prospect shall have unrestricted parking; (7) a parking monitoring and reporting program designed to document the relationship of shuttle bus operation, residential permit parking program and its impact on public parking supply and to provide mechanisms to protect the public parking supply; (8) changes to the parking program areas or conditions will require an amendment to the LCP.

RESIDENTIAL DEVELOPMENT

More residential units are required to serve the needs of the residents of the City of Capitola. The Village area provides a place for residential and commercial / recreational activities. Change in land use policy will have to be made in order to ensure this mix continues.

Policy I-2 It shall be the policy of the City of Capitola to encourage mixed commercial/residential development in the Village and to designate certain existing residential areas as exclusively residential.

Implementation:

- a) The City shall rezone sites identified on the Land Use Map as appropriate for residential use.
- b) The Central Village Zoning District shall be revised to include a CV – R Central Village/Residential District exclusively for residential use.

II. PUBLIC ACCESS COMPONENT

The California Coastal Act of 1976 includes strong policies to assure public access to and along the shoreline. Section 30500(a) of the Act requires that each Local Coastal Program contain a specific public access component to assure that maximum public access to and along the coast and public recreational opportunities are provided.

30001.5.c

The legislature further finds and declares that the basic goals of the state for the coastal zone are to:

- (c) Maximize public access to and along the coast and maximize public recreational opportunities in the coastal zone consistent with sound resources conservation principles and constitutionally protect rights of private property owners.
- (d) Assure priority for coastal-dependent and coastal-related development over other development on the coast.
- (e) Encourage state and local initiatives and cooperation in preparing procedures to implement coordinated planning and development for mutually beneficial uses, including educational uses, in the coastal zone.

30210

In carrying out the requirement of Section 4 of Article X of the California Constitution, maximum access, which shall be conspicuously posted, and recreational opportunities shall be provided for all the people, consistent with public safety needs and the need to protect public rights, rights of private property owners, and natural resource areas from overuse.

30211

Development shall not interfere with the public's right of access to the sea where acquired through use or legislative authorization, including, but not limited to, the use of dry sand and rocky coastal beaches to the first line of terrestrial vegetation.

30212.5

Wherever appropriate and feasible, public facilities, including parking areas or facilities, shall be distributed throughout an area so as to mitigate against the impacts, social and otherwise, of overcrowding or overuse by the public or any single area.

30213

Lower cost visitor and recreational facilities and housing opportunities for persons of low and moderate income shall be protected, encouraged, and where feasible, provided. Developments providing public recreational opportunities are preferred. New housing in the coastal zone shall be developed in conformity with the standards, policies, and goals of local housing elements adopted in accordance with the requirements of subdivision (c) of Section 65302 of the Government Code.

Applicable references from Local Coastal Plan Part 2 (page 24)

EXISTING ACCESS AND FUTURE DEMAND IN CAPITOLA

Working Paper Number One for the Capitola LUP entitled Access (issued in June, 1979) includes a description of existing vertical and lateral accessways and scenic vista points in the Capitola Coastal Zone. The Working Paper also includes a detailed survey of the parking situation in Capitola Village as a constraint to access. Additional work on parking and vehicular concerns was done by a transportation consultant and the data from those studies is also available for review.

The land adjacent to Capitola's shoreline is densely developed with residential development along the Cliff Drive and Grand Avenue bluffs, as well as a mixture of residential and commercial uses in Capitola Village adjacent to Capitola Beach. Vertical access to the sea from Cliff Drive and Grand Avenue is virtually impossible due to the height of the cliff and substantial continuing erosion. Users of the Capitola shoreline typically gain access from the Esplanade, the wharf area, or from New Brighton beach.

Following is a general description of the major lateral and vertical access areas and scenic overlooks.

CLIFF DRIVE

Two well-used viewpoints are located along Cliff Drive between the western city limit line and the wharf. Both pullouts are unpaved, have garbage cans and are lined with safety railings approximately five feet inland because the cliff was receding and undermining the posts. The western viewpoint is owned by the City and has room for approximately 11 cars. There are no benches, but people sometimes sit on the railing. Through a Coastal Conservancy Grant, the City has recently provided a stairway access to the beach. The city is developing a vista point along Cliff Drive in the turnout above the Hooper Beach stairway.

On the inland side of Cliff Drive, an unpaved area along the Southern Pacific right-of-way is used for public parking (approximately 50 spaces). The City has a formal agreement with Southern Pacific concerning use of this area. People going to Capitola Beach often park here and walk down to the beach. There are no sidewalks or bike paths in the City's narrow road right-of-way; this causes dangerous conflicts between pedestrians and vehicles. The City of Capitola has been given a grant by the Coastal Conservancy (for funding) to develop a paved parking lot on the Southern Pacific Railroad property.

HOOPER BEACH

This small beach is located west of the wharf. Access at the end of Wharf Road is down a roadway that is occasionally used as a boat ramp. There are 11 public parking spaces at the end of Wharf Road; 9 nearby in front of the Venetian Court and approximately 26 private spaces reserved for guests of the two motels. Pedestrian access is also obtained along the beach from the main beach to the east.

Underlying title to Hooper Beach is owned by Esther H. Hooper. There are no signs indicating that this beach is private and there are no barriers to keep the public out. On the beach itself are located two garbage cans and a City sign; "No dogs on beach – Capitola City Ordinance." These improvements were placed there by the City.

In recent years, the City's maintenance of this beach has included lifeguard service (summer only), raking, litter pick-up and rat abatement in the rocks (principally in the new rip-rap placed below the Cliff Drive houses).

Public beach use is clearly evident. Also, small sailboats are stored on the beach during the summer.

SOQUEL CREEK

The Local Coastal Program Working Paper Number 1 – Access – described the issues and possibilities concerning public access along Soquel Creek. The Capitola General Plan Circulation Element has a policy that Soquel Creek have a pedestrian path from Highway One to the Village Center. In fact, the Soquel Creek corridor has a long history of public trail use. As development has taken place in the corridor, access has been altered, and in some cases, diminished.

Because of the sensitive nature of the riparian corridor and the habitat it provides for various species of resident and migratory birds (including the black crown night herons, which are on the Audobon Society "blue list") an extension of the path, and especially the use of bridges, should not be required.

The dedications offered by Timmons, Rafaelo and Golino, for access easements should not be accepted by the City. However, the City shall accept and require scenic conservation easements to ensure that the banks of the creek are maintained in their natural conditions.

The City should continue to maintain the existing paths and provide for public access at the city-owned parks along the northerly reaches of the creek. In addition, the city should enhance the public's abilities to reach upper Soquel Creek from the lagoon, by way of Riverview Drive and Wharf Road.

POLICIES AND IMPLEMENTATION FOR PUBLIC ACCESS COMPONENT – CAPITOLA LCP

GENERAL POLICIES

Policy II-1 It shall be the policy of the City of Capitola to provide safe and adequate pedestrian access to and along the shoreline as designated in the Shoreline Access Plan (see Maps II-1,2, and 3).

Implementation:

- a) Develop ordinance to require dedications to implement the shoreline access plan.
- b) Use available coastal access and open space grant programs for acquisition and development (i.e. Coastal Conservancy and State Parks and Recreation).

Policy II-2 It shall be the policy of the City of Capitola to maintain the existing shuttle bus system so that it serves as an alternative to automobile use and parking within the Village. Furthermore, the City shall continue to seek out and implement other parking alternatives that may become available in the future. The intensity of development within Capitola Village shall be limited to the availability of parking.

Implementation:

- a) Acquire a shuttle bus parking lot.
- b) Develop a financing mechanism for the shuttle bus.
- c) Periodically review parking innovations in other coastal communities for possible use in Capitola.

SPECIFIC POLICIES

- Policy II-5 Obtain agreement from Southern Pacific and improve parking area on inland side of Cliff Drive within Southern Pacific and Cliff Drive rights of-way. This is intended to add to Wharf user parking.

Implementation:

Acquire necessary easements for long-term usage of Southern Pacific right-of-way for parking and utilize Coastal Conservancy funding for development.

HOOPER BEACH AREA

- Policy II-7 Maintain, at minimum, the existing rights of the public to use the sandy beach.

Implementation:

None.

WHARF AREA

- Policy II-9 Provide adequate parking nearby to support the wharf uses (specifically boat launching activities) and establish operational guidelines that minimize conflicts between pedestrians and Wharf traffic.

Implementation:

- a) Acquire necessary easements for long-term usage of Southern Pacific right-of-way for parking and utilize Coastal Conservancy funding for development.
- b) Develop concessionaire agreements that specify and limit types of uses of wharf consistent with Policy II-8.

- Policy II-10 Improve the design of Wharf Road/Cliff Drive intersection to improve traffic circulation (see Exhibit II-1).

Implementation:

Place improvements for intersection within the City's Capital Improvements Program (1981-82).

CAPITOLA BEACH AREA:

- Policy II-14 Maintain a commitment to all existing access walkways and paths to Capitola Beach.

Implementation:

Develop an inventory of all existing, as well as desired public accessways.

III. VISUAL RESOURCES AND SPECIAL COMMUNITIES COMPONENT

In summary, the sense of Capitola as a special community is threatened. The car has a continuing negative impact on the Village where parking demands take up valuable land in the Central Village area, and asphalt surfaces and open carports create a larger scale than is appropriate to the Village. New development should be sensitive to creating a small scale that is necessary for it to be consistent with the Village. Village Design Guidelines can help maintain and enhance the Village character while allowing individual freedom of expression.

Particularly important for Capitola Village is Section 30253(5) of the Coastal Act, which states:

New development shall:

- 5) Where appropriate, protect special communities and neighborhoods which, because of their unique characteristics, are popular visitor destination points for recreational uses.

GENERAL POLICIES

Policy III-1 It shall be the policy of the City of Capitola to maintain the natural features, visual resources, and unique character of the Capitola Village. This includes maintenance of the particular scale and character of Capitola Village, retaining its special ability to serve both Capitola residents and visitors, protecting its natural features and views, and recognizing its historical continuity extending from the Camp Capitola period through the present. A commitment shall be made to maintaining the level of current activity in the Central Village area and/or intensifying activity and increasing capacity only in ways consistent with the current scale and character of Capitola Village.

Implementation:

- a) Develop project review criteria to preserve trees and other vegetation along Cliff Avenue and Prospect Avenue, along Soquel Creek and within the Village.
- b) Develop a special zoning district for the Village. The district shall include design review requirements to protect the unique Village character.

Policy III-2 It should be recognized that the historical continuity of development in Capitola Village is an evolutionary process that doesn't stop in the present. New styles of architecture may be as appropriate now as they have proved to be in the past. Capitola will continue to evolve as it has before, but should maintain a consistency of scale and a variety of architectural types to support the goal to preserve the special scale and character of historical Capitola Village.

Implementation:

Develop design review guidelines and a development review process for new construction and rehabilitation to ensure that building materials including siding, roofing, doors and windows are appropriate for the building design and the Village character.

Policy III-6 It shall be the policy of the City of Capitola to maintain the special character of Depot Hill. New development on Depot Hill shall be permitted only where designed to be compatible with the scale and architectural character of the area.

Implementation:

Require Architectural and Site review for all development in the Depot Hill area.

SPECIFIC POLICIES

General Appearance of Capitola

Policy III-7 To ensure the maintenance of the special scale and character of Capitola Village development proposals within the Village area shall be subject to Arch & Site and Planning Commission Review with emphasis placed on the following design particulars:

- a) Building bulk, width, height and roofscape (the overall building envelope and the scale of the pieces within this envelope).
- b) Architectural thematic units including:
 1. Window size and scale and frame materials.
 2. Color variety.
 3. Materials variety.
 4. Signage.
 5. Scale of articulation.
- c) Street thematic units including:
 1. Trees, ground cover and foliage.
 2. Street, path and public space lighting.
 3. Paving patterns and paving materials.
 4. Traffic and parking furniture (directional signs, directional islands, bicycle racks, etc.).
 5. Signage.
- d) A continuing program for the removal of utility poles and undergrounding of overhead wires.

Implementation:

Incorporate policy direction in Planning Commission and Arch & Site Review of projects in the Village Area consistent with Policies III-7, III-9 & III-14.

Policy III-8 Where replacement of structures is permitted, new buildings need not necessarily be copies of older ones, but should be build with scale, materials, and a sensitivity to the spirit of adjacent buildings and the prior structure.

Implementation:

Incorporate policy direction in Planning Commission and Architectural & Site Review of projects in Village area consistent with this policy.

Natural Features

Policy III-10 The City shall identify architecturally and historically significant structures and provide for their protection. These include special, unique structures in Capitola Village and surrounding bluffs, both private and public.

Implementation:

- a) Complete a survey of architecturally and historically significant structures and those requiring special design review.
- b) Develop special design criteria for the redevelopment and/or restoration of architecturally and historically significant structures to preserve those qualities that are found to be unique.
- c) In the Village area, ground floor or on-site parking shall be limited to those areas designated on Exhibit B or as provided in LCP Policy 1.1.

Scale, Activity and Special Community Character

Policy III-12 Maintenance and emphasis on small individual businesses oriented primarily to the pedestrian, and discourage large scale conglomerations of shops surrounded by off-street parking. Establish a desirable range to the size and scale of the Village commercial facilities including square footage and street frontage. The intensity of development shall be limited to the availability of parking or alternative transportation systems such as a shuttle buss and remote parking. Relate sign and access regulations to pedestrian movement and physical character appropriate to particular areas in the Central Village.

Implementation:

- a) Develop Village/beach parking requirements that require new developments to provide parking.
- b) Prepare a standard aesthetically pleasing design for all access signs in accordance with the policies of the Visual Resource Component (III), and Coastal Guidelines.

Policy III-15 Long-term and short-term housing should be maintained and encouraged, consistent with maintaining a balance with permanent resident and visitor's uses of the Village as a special community.

Implementation:

Incorporate policy direction in Planning Commission and Architectural and Site Review of projects in Village area consistent with this policy.

Policy III-16 Within the architectural style and character of the Village, residential units should be considered as a part of commercial development to maintain and enhance the mixed commercial/residential character of the Village. These requirements should extend along Capitola Road to 45th Avenue and Capitola Avenue to Bay Avenue.

Implementation:

- a) Develop the necessary regulations to insure consideration for the inclusion of residential units in all the Village development.
- b) Adopt Commercial/Residential Zone district for Capitola Road.

Visual Aspects of Access and Circulation

Policy III-17 Large open parking lots are visually disruptive and pre-empt valuable land locations from being used for the kind of human activity that translates into Village life. The current public parking supply in the Central Village area should not be increased by covering more land. (New parking areas within the Village shall be limited to the provisions of LUP Policy 1-1.) If peripheral parking areas or other alternatives are to be developed, they should be designed, operated and maintained as a visual resource to the Village.

Implementation:

- a) Develop ordinance that limits development to the provision of additional parking.
- b) Acquire long-term use of land for remote parking lot to serve the shuttle bus system.
- c) Develop a permanent shuttle bus financing system to operate as long as there is a parking shortage. Develop objective criteria for determining the existence of a parking shortage, including shuttle bus ridership use. Provide that the discontinuance of the shuttle system requires prior approval of the Coastal Commission.
- d) The City shall periodically review alternative transportation systems being utilized by other coastal communities for application in Capitola.

IV. RECREATION & VISITOR SERVING FACILITIESBACKGROUND

The City of Capitola has a number of natural and manmade resources which have made it an increasingly popular destination point for visitors. These visitors are from Santa Cruz County, many are from the San Francisco Bay Area, and others from more distant parts of the state as well as the nation. The popularity of Capitola for tourism and recreation is not a new phenomenon, however, as the beach, Village, and Depot Hill areas were the sites of a thriving resort in the late 19th Century and early 20th Century. Now, with the increased commercial importance of the City, the revitalization of the Village, and the restoration of the Wharf, it can be expected that visitor attendance will increase.

RELEVANT COASTAL ACT POLICIES

The Coastal Act contains several sections that relate to recreation and visitor-serving facilities.

SEC. 30212.5

Whenever appropriate and feasible, public facilities, including parking areas or facilities shall be distributed throughout an area so as to mitigate against the impacts, social and otherwise, of overcrowding or overuse by the public of any single area.

SEC. 30222

The use of private lands suitable for visitor-serving commercial recreational facilities designed to enhance public opportunities for coastal recreation shall have priority over private residential, general industrial, or general commercial development, but not over agriculture or coastal-dependent industry.

SEC. 30223

Upland areas necessary to support coastal recreational uses shall be reserved for such uses, where feasible.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Public Works Department

SUBJECT: Update on the Emergency Repairs to the Wharf

RECOMMENDED ACTION:

1. Accept this update report on the Emergency Repairs to the Wharf, and
2. By super majority vote, make the determination that all hazards related to the failed Wharf pilings as detailed in Resolution No. 4169 adopted by the City Council on March 26, 2020, have not been eliminated and that there is a need to continue action.

BACKGROUND: On February 13, 2020, the City Council adopted Resolution No. 4166 declaring an emergency condition exists as a result broken piles on Capitola Wharf. On March 26, 2020, City Council adopted Resolution No. 4169 which amended the scope of work detailed in Resolution No. 4166. Pursuant to Public Contracting Code Section 22050, the City Council must review this action at subsequent regularly scheduled meeting and by a super majority vote authorize work to continue under the emergency declaration. A copy of Resolution No. 4169 is included as Attachment 1 for informational purposes.

DISCUSSION: The new piles have been delivered and the contractor has mobilized and began work on April 13, 2020. On April 14, the first new pile was driven into place. This pile is located approximately 2/3 of the way out on the wharf and replaces a missing pile. The two piles underneath the hoist will be driven over the next few days which will allow the hoist and deck area to be jacked back into place. Staff anticipates all work will be completed by May 1, 2020.

FISCAL IMPACT: No additional costs beyond the purchase price of the piles has been incurred on this project to date. The estimated budget is \$180,000.

ATTACHMENTS:

1. 4169 Wharf Emergency Amendment

Report Prepared By: Steve Jesberg
Public Works Director

Wharf Emergency Repairs Update 5
April 23, 2020

Reviewed and Forwarded by:

Samantha Zutler

Samantha Zutler, City Attorney

4/17/2020

RESOLUTION NO. 4169

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING RESOLUTION NO. 4166
DECLARING THE JANUARY 2020 DAMAGE TO THE WHARF AN EMERGENCY
AND AUTHORIZING PROCUREMENT AND SERVICES WITHOUT GIVING NOTICE
FOR BIDS PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050**

WHEREAS, California Public Resources Code Section 21060.3 defines an emergency as a “sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property or essential public service;” and

WHEREAS, Section 22050(a) of the California Public Contract Code allows a public agency, in the event of an emergency, pursuant to four-fifths vote of its governing body, to repair or replace a public facility; take any directly related and immediate action required by that emergency; and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts; and

WHEREAS, on January 1, 2020, two piles underneath the small boat hoist on the Capitola Wharf (“Piles 1 and 2”) broke, and previously a third pile (“Pile 3”) had failed near the Wharf House restaurant; and

WHEREAS, on February 3, 2020, the Capitola City Council adopted Resolution No. 4166, finding that emergency conditions did not permit a delay resulting from competitive solicitation for bids for the repairs associated with the broken Wharf piles, and that action was necessary to respond to the emergency, and authorizing staff to proceed with the repair of the three piles referenced above, and procurement of the necessary equipment, services, and supplies for that purpose without giving notice for bids to let contracts; and

WHEREAS, subsequent to the Council’s February 3, 2010 emergency declaration, City staff has discovered another missing pile that requires replacement (“Pile 4”), in order for workers and necessary equipment access to replace the piles underneath the hoist; and

WHEREAS, also subsequent to the Council’s February 3, 2010 emergency declaration, City staff determined that Pile 3, a pile near the Wharf House Restaurant that had failed previously, is not endangering the structure and should be removed from the scope of work.

WHEREAS, Piles 1, 2, and 4 present an immediate danger to public safety because the boat hoist and wharf in those areas remain in danger of falling into the ocean and failure to immediately perform repairs would result in further danger and potential damage to public safety and property; and

WHEREAS, compliance with competitive bidding procedures typically takes several months and would not allow prompt action to be taken, as required to safeguard the public; and

WHEREAS, California Public Resources Code subsections 21080(b)(2) and (4) provide that the California Environmental Quality Act (CEQA) does not apply to emergency repairs to public service facilities or specific actions necessary to prevent or mitigate an emergency, and Section

8941

RESOLUTION NO. 4169

15269 of the CEQA Guidelines establishes a statutory exemption for emergency repairs to public service facilities necessary to maintain service, and other specific actions necessary to prevent or mitigate an emergency; and

WHEREAS, the damage to the piles in need of repair occurred suddenly and unexpectedly and involved a clear and imminent threat demanding immediate action to mitigate the immediate threat to public safety, and therefore emergency repairs to the piles and related infrastructure and improvements are exempt under CEQA.

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

1. Pursuant to Public Contract Code section 22050(a), the City Council finds, based on substantial evidence, that the emergency will not permit a delay resulting from competitive solicitation for bids for the repairs associated with the broken Wharf piles, and that this action is necessary to respond to the emergency.
2. The City Council authorizes staff to proceed with the repair of the piles and procurement of the necessary equipment, services, and supplies for that purpose without giving notice for bids to let contracts.
3. Staff will proceed to obtain all necessary regulatory authorizations for the repair on an expedited basis using all available emergency procedures.
4. Staff will request all governmental entities with authority over this repair to expedite their consideration of the matter and to use available emergency procedures to ensure that this repair is completed in a timely manner.
5. The City Council will review the status of the emergency at each subsequent meeting and vote to authorize continuation of this resolution until the emergency action is completed.
6. Expenditures for this project will be made from the City's Measure F funds allocated for the Wharf Rehabilitation Project.

I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 26th day of March, 2020, by the following vote:

AYES:	Council Members Bertrand, Bottorff, Brooks, Storey and Mayor Petersen
NOES:	None
ABSENT:	None
ABSTAIN:	None



 Kristen Petersen, Mayor

Attest:



 Chloe Woodmansee, Interim City Clerk

Attachment: 4169 Wharf Emergency Amendment (Wharf Emergency Repairs Update 5)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Finance Department

SUBJECT: Consider Amended Fee Schedule for Fiscal Year 2019-20

RECOMMENDED ACTION: Adopt the proposed Resolution amending the City of Capitola Fiscal Year 2019/2020 fees schedule to include fees for online recreational classes.

BACKGROUND: Since the adoption of Resolution No. 4163 and amended Fiscal Year (FY) 2019-20 Fee Schedule, the Recreation Division has implemented online classes in response to the Santa Cruz County Health Officer's social distancing guidance and shelter in place Order associated with coronavirus (COVID-19). City costs to provide online classes are lower than costs to provide in-person classes, so staff recommends the City Council adopt a new registration fee for online classes.

DISCUSSION: On March 10, 2020, the Recreation Division cancelled all adult classes in response to interim social distancing guidance issued by the Santa Cruz County Health Services Agency (HSA) on March 9, 2020, regarding COVID-19. On March 16, 2020, in response to the shelter in place order issued by HSA, the Recreation Division cancelled all programs, activities, events, and facility rentals through April 7, 2020. That date has subsequently been extended until May 3, 2020.

On April 6, 2020 the Recreation Division offered its first ever online class as a pilot program to gauge community interest in this format. The first online class had 75 participants and there is significant interest from both the instructors as well as the participants for additional online class offerings. Registration fees for that first class were waived and funding from the City's emergency grant program was used to offset the forgone revenue.

The FY 2019-20 Adopted Fee Schedule includes three fees associated with Recreation Classes:

- Activity Fee, a negotiated class fee that is divided as follows: 65% to the class instructor and 35% to the City
- Registration fee of \$18
- Non-Resident fee of \$15.

The registration and non-resident fees are both retained by the City. The typical \$18 registration

Fee Update for Recreation
April 23, 2020

fee is intended to recover costs associated with class programming software, staff time, facility costs, and overhead.

Online class registration requires less staff time and less overhead costs. Due to the decreased costs, staff is proposing a new online class registration fee of five and one-half percent (5.5%) of the activity fee as opposed to the flat \$18 for in-person classes. The activity fees range from \$51 to \$198, so the registration fee will be between approximately \$3 and \$11. The 5.5% registration fee, which will be significantly less than \$18, will cover the City's contracted software costs of 5.2% of the activity fee associated with online class registration and cover the costs of any online refunds, if they occur. Additionally, the City will continue to receive 35% of the activity fee as well as non-resident fees to cover the costs associated with staff time and overhead to offer online class programming.

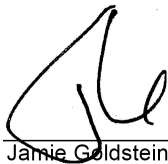
FISCAL IMPACT: The establishment of this new fee is to offset the costs of providing this service to the community.

ATTACHMENTS:

1. 2019-20 Revised Fee Schedule (PDF)
2. Exhibit B Animal Service Fees 19-20 (PDF)

Report Prepared By: Jim Malberg
Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020

Fee Update for Recreation
April 23, 2020

RESOLUTION NO. ----

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING THE CITY OF CAPITOLA FISCAL YEAR 2019/2020 FEE SCHEDULE
TO INCLUDE FEES FOR ONLINE RECREATIONAL CLASSES**

WHEREAS, the City Council adopted Resolution No. 4163 on November 26, 2019, repealing Resolution No. 4148 and adopting the amended City of Capitola Fee Schedule for Fiscal Year 2019/2020.

WHEREAS, since that adoption the City Recreation Division has implemented online recreation classes; and

WHEREAS, the City desires to comply with both the letter and spirit of the portions of the California Constitution and related statutes that limit the growth of taxes by shifting, where appropriate and authorized by law, the burden of paying the costs of certain benefits, services, products, and regulatory programs directly to the recipients and participants thereof; and

WHEREAS, the City desires to continue to recover costs reasonably borne by the City for providing services and programs to voluntary participants, such that general funds or taxes are not diverted from general services and thereby utilized to subsidize inequitably such special services and programs; and

WHEREAS, City staff have calculated an appropriate fee for providing online recreation classes, based on the cost to the City of providing such service; and

WHEREAS, the proposed fees for online recreation classes do not exceed the cost of providing said online recreation classes; and

WHEREAS, no other fees in the City's Fee Schedule are proposed to be changed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Capitola does hereby amend the City of Capitola Fee Schedule to add a fee for online recreation classes of 5.5% of the activity fee, in an amount not to exceed \$18 per class.

BE IT FURTHER RESOLVED that the above fees become effective immediately upon adoption of this resolution.

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 23rd day of April, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Kristen Petersen, Mayor

Fee Update for Recreation
April 23, 2020

Chloé Woodmansee, Interim City Clerk

Description	2019/20 Fee Schedule
MISCELLANEOUS FEES	
Administrative Decision Appeal Fee	\$536
Bingo Permit	\$64
Capitola Municipal Code	0.15 / page
Capitola Municipal Code Supplement Service (Per year)	\$0
Copies:	
1-5 copies	\$0
6 or more copies (per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$51.60 1st Hour (Minimum) + \$25.80 / hour
Entertainment Permit Application Fee	\$39
Single Event Permit	\$39
Minor Entertainment Permit	\$166
Regular Entertainment Permit	\$621
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$23
Returned Check Fee	\$39
Business License Overpayment Refund Fee (resolution 3532, ord 871)	0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$39
Business License - Disability Access and Education Fee (State)	\$4
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$34
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$200
Bandstand Rental Fee	\$222 / 4 hrs or \$666 all day / deposit \$1,500
Notary Service Fees (State Code)	
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$15 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$15 / signature
Credit Card Transaction Fee	3%
Electric Vehicle Charging Fee	\$0.50 / hour
Cannabis Annual License Fee	\$2,550
Retail Cannabis Application Fee	\$1,662

Description	2019/20 Fee Schedule
POLICE DEPARTMENT FEES	
Special Event Permit	\$61
Amplified Sound Permit (Municipal Code 9.12.040)	\$30
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
Bicycle Licenses (New)	\$0
Bicycle Licenses (Renewal)	\$0
Citation Sign-Offs	\$0
Photographs	\$19 + administration fees
VIN verifications	\$16
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$51.60 1st Hour (Minimum) + \$25.80 / hour
Local Fire Arm dealers (set by state)	
New application	set by state
Renewal	set by state
Second Dealers License (set by state)	
Application	set by state
Renewal	set by state
Taxi Fee per application	set by state
Tobacco retail license	\$261
Civil Subpoena (per case) (set by state)	set by state
Parking Permits (separate action by the Council)	
Neighborhoods per year (Resolution No. 3733)	\$25
Village Preferential Permit (Resolution No. 3733)	\$50 per year
Village Employer/Employee Permit (Resolution No. 3733)	\$50 per year
Morning Village Parking Permit (Resolution No. 3715)	\$50 per year
Concealed Weapon Permits (set by state)	
<i>Application</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
<i>Renewal</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
Firearm Surrender Fees (set by state law)	
1-5 guns	set by state
6+guns	set by state
Vehicle Storage per day	\$27
Administrative fee to release Impounded / Stored Vehicle	\$131
Surf School Permit Fee	\$536
Animal Services Fees	
See Exhibit B "Animal Services Fees"	

Attachment: 2019-20 Revised Fee Schedule (Fee Update for Recreation)

Description	2019/20 Fee Schedule
PUBLIC WORKS DEPARTMENT FEES	
Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$68
Village Sidewalk Encroachment Permit	\$39
Construction Items	
Level A	\$205
Level B	\$454
Level C	\$906
Level D	\$1,473
Level E	\$2,041
Residential Blue Curb Application Fee	\$214
Residential Blue Curb Annual Fee	\$54
Blanket Permits (repair and maintenance of existing facilities)	\$2,266
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$226
Applications for Major Permits	\$567
New Memorial Bench	\$1,026
Replacement Memorial Bench	\$500
Memorial Plaque (wharf)	\$770
Memorial Plaque (Grand Ave)	\$770
Replacement Plaque	\$250
Memorial Plaque (tree)	\$500 + Cost of Tree
Memorial Picnic Table	\$1,643
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	
Stormwater Plan Review Fee	\$112
Large Project Plan Review Deposit	
Tier 2	\$3,402
Tier 3 & 4	\$4,535
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	5% of Permit Fee
Final Map	Cost; \$3,000 min. deposit

Attachment: 2019-20 Revised Fee Schedule (Fee Update for Recreation)

Description	2019/20 Fee Schedule
PLANNING FEES	
Administration/Documents	
Continuance Request - Applicant (2+)	\$167
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$536
Coastal Development Permit Appeal	\$0
Appeals -Building/Zoning Code Violations	\$536
Records Search/Research/Special Report	Cost
Administrative Permits	
Tree Removal I- Staff -Review	\$136
Tree Removal -- 3 or more trees on a property	\$291
Tree Installation Deposit (Refundable)	\$500 deposit
Commercial Sidewalk/Parking Lot Sale Permit	\$81
Tenant Use Permit (MCUP)--Staff approval	\$82
Transient Rental Occupancy Use Permit	\$567
Home Occupation Use Permit	\$170
Fence Permit- Staff approval	\$46
Fence Permit- PC approval	\$851
Sidewalk vendor permit	\$125
Sidewalk vendor annual refuse fee	\$500
Temporary Sidewalk Dining	\$82
Temporary Use Administrative Permit	\$82
Sign Permits	
Temporary Signs and Banner Permits	\$41
Signs-permit - Staff Review	\$137
Signs- permit - PC Review	\$567
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$70
Design Permits	
Residential-Single Family/Minor Design Permit - Staff Review	\$829
Residential-Single Family - PC Review	\$2,836
Residential Multi-Family - PC Review	\$3,967
Commercial - PC Review	\$4,000 deposit
Secondary Dwelling Unit- Staff Review	\$567
Secondary Dwelling Unit- PC Review	\$1,701
Residential Multi-Family/Minor Design Permit - Staff Review	\$2,000 deposit
Commercial Minor Design Permit	\$2,000 deposit
Historic In-Kind Replacement Design Permit	\$500 deposit
Use Permits	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit/Minor Use Permit - Staff Review	\$1,701
Conditional Use Permit - PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$86
Subdivisions	
Certificate of Compliance & Lot Merger	\$567
Boundary Line Adjustment	\$906
Tentative Parcel Map	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit
Revised Map	\$2,000 deposit
Time Extension	\$2,000 deposit
Subdivision Modification	\$2,000 deposit
Plan Amendments	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit

Attachment: 2019-20 Revised Fee Schedule (Fee Update for Recreation)

Description	2019/20 Fee Schedule
Other Discretionary Permits	
Variance	\$1,701
Coastal Development Permit	\$851
Coastal Permit Exclusion	\$96
Mobile home Park Change of Use or Closure	\$5,000 deposit
Development Agreement	\$10,000 min. deposit
Developer agreement annual review	\$2,500 deposit
Specific Plan	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$567
Permit Time Extension - PC Review	\$1,701
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Minor Modification	\$1,701
Environmental Review	
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 21% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,701
Conceptual Review Fee- PC and CC	\$2,551
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance confiscated property recovery fee	\$268
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$238
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Inclusionary Housing	
Inclusionary Housing - Unit Sale	\$567
Inclusionary Housing - Unit Refinance	\$227
Single Family Residence	\$2.50 per square foot
Other Fees and Assessments	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Affordable Housing In-Lieu Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4
Rental Multi-Family	\$6 per sq. ft.

NOTES:

- All Fees are non-refundable.
- Deposit accounts are billed on a time and material basis. Additional deposits may be necessary depending on the complexity of the project. Any unused monies in a deposit account will be refunded following case closure.
- The Community Development Director may reduce the total fee/deposit requirements for applications which are unlikely to require the full deposit amounts established herein.
- Applications which include a fee and a deposit payment will be processed with a single deposit account.
- Outside agency fees, including but not limited to County recordation fees, State Fish and Wildlife fees, etc. are charged at cost.
- The Community Development Director may establish a reasonable fee or deposit amount for permit types required by the Capitola Municipal Code or State law which are not included in the fee schedule.
- Flat fee applications are entitled up to two public hearings. Additional public hearings shall be charged to the applicant at cost.
- The Community Development Director may designate a project as a Major Development Project if it has a valuation of \$2M+ or is considered technically

Description	2019/20 Fee Schedule
BUILDING FEES	
The cost of a “combination building permit” shall be 1.5 times the amounts shown in Table 1-A. A “combination building permit” is defined as a permit for a scope of construction work regulated by two or more of the model codes. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
The cost of a “building permit” shall be the amounts shown in Table 1-A. A “building permit” is defined as a permit for a scope of construction work regulated solely by a single model code. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
TABLE 1-A	
Total Valuation	FEES
\$1.00 to \$500.00	\$26.65
\$501.00 to \$2,000.00	\$26.65 for the first \$500.00 plus \$3.46 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$78.55 for the first \$2,000.00 plus \$15.87 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$443.56 for the first \$25,000.00 plus \$11.45 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$729.81 for the first \$50,000.00 plus \$7.94 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1,126.81 for the first \$100,000.00 plus \$6.36 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,670.81 for the first \$500,000.00 plus \$5.38 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$6,360.81 for the first \$1,000,000.00 plus \$2.94 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Reinspection Fee	\$125
Resubmitted Plan Check Fee	106.77 / hr.
Building Permit Extension Fee	\$176
Building Permit Reinstatement Fee	50% of the original, singular building permit fee or combo building permit fee, whichever is applicable to the permit being reinstated
Stop Work Order Fee	2x the singular building permit fee

Attachment: 2019-20 Revised Fee Schedule (Fee Update for Recreation)

Description	2019/20 Fee Schedule
Greywater System Permit	\$0
Electric Vehicle Charging Permits (* Note: These fees were added to the fee schedule for FY2011-12, but will be waived per the Green Energy Incentive Program)	
a. Level I (120 volts)	\$0
b. Level II (208-240 volts)	\$0
c. Level III (480 volts)	\$0
Solar P.V. System	\$0
Solar P.V. System (Commercial Sale/Distribution)	\$0
Solar Hot Water Heater	\$0
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Temporary Trailer/Mobile Home Occupancy Permit	\$54
Structural Review of Engineered Plans	cost + 21%
Outside Consultant Plan Review	cost + 21%
<u>Grading Plan Review Fees</u>	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ 26.65
101 to 1,000 cubic yards	\$ 41.95
1,001 to 10,000 cubic yards	\$ 54.43
10,001 to 100,000 cubic yards	\$54.44 for first 10,000 plus \$27.79 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$304.51 for first 100,000 plus \$15.02 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$439.68 for first 200,000 plus \$8.23 for each additional 10,000 cubic yards
<u>Grading Permit Fees</u>	
50 cubic yard or less	\$ 26.65
51 to 100 cubic yard	\$ 41.95
101 to 1,000 cubic yards	\$41.95 for first 100 plus \$19.85 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$220.60 for first 1,000 plus \$16.44 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$368.56 for first 10,000 plus \$74.84 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$1,042.12 for first 100,000 plus \$41.39 for each additional 10,000 cubic yards

Attachment: 2019-20 Revised Fee Schedule (Fee Update for Recreation)

Description	2019/20 Fee Schedule
PARKS AND RECREATION FEES	
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	
Registration Fee - In Person Class - Resident (Capitola Residents Only)	\$18
-Department retains this fee	
Registration Fee - Online Class - Resident (Capitola Residents Only)	5.5% of activity fee
-Department retains this fee	
Non-Resident (Anyone residing outside of the City) in addition to Residential Registration Fee	\$15
-Department retains this fee	
Senior Discount	10%
Sports	
League Fees	Costs + 30% admin fee
League fees will change depending upon number and type of leagues offered, number of games per league, number of officials, amount of equipment needed, field/site prep and maintenance, and whether or not playoffs & awards are offered. Fees are calculated based on direct costs + 30% admin fee.	
After School	
Teen Club *	\$60/\$70 per week \$12/\$14 per day
K to 6th *	\$75/\$85 per week
* Scholarships may be available	
Late Pick-Up Fee	\$1 per minute
Junior Guards	
4 weeks resident/non resident	\$260/\$325
Regionals	\$93
Camp Capitola	
All day 2 week session, resident/non resident	\$289/\$361
1/2 day resident/non resident	\$146/\$182
All day 1 week session, resident/non resident	\$146/\$182
All day 1 week teen session, resident/non resident	\$260/\$325
Extended Care--daily resident/non resident	\$11
Extended Care--weekly resident/non resident	\$52
Transportation fee to Jr. Guards (1st Session / 2nd Session)	\$57
Private Tennis Lessons	75% of Activity Fee
Facility Rentals	
Softball & Soccer fields hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$14 / \$26 / \$34
Jade Street Community Center	
Rooms A&B hourly rent	\$44
Room C hourly rent	\$60
Kitchen hourly rent	\$22
Entire Center hourly rent	\$156
Non profit discount of Jade Street Facility rents	25%
Community Center Deposit	
1 to 50 people	\$100
51 to 150 people	\$250
151 to 250 people	\$500
Lost key fee	\$25
Event vendor fee	\$100 per event
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	\$13 / hr
Notes: Resident include Soquel Union School District	
Costs mean staff costs adjusted for benefits, department overhead, and City overhead as calculated by the City Manager. Costs can also mean direct cost of a consultant. When consultant costs are included 21% of such costs will be charged to cover staff time for contract management. <i>Staff costs do not accrue during an appeal unless appeal is made by applicant.</i>	
Deposits are stated as minimums. Actual deposits depend on the evaluation by staff of an individual project or application. The City Manager may lower minimum deposits if the application or project justifies a lower deposit. When an application involves multiple minimum fees the highest minimum fee applies.	

Description	2019/20 Fee Schedule
HISTORICAL MUSEUM FEES	
Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$20
Scan High Resolution Tiff File of any collection item for a customer	\$24

		Current 2018-19	Proposed 2019-20
Adoption Fees			
Dogs	Puppies 2-6 months	\$195	
	Adults 7 mon-6 yrs	\$130	
	Sr. Adult 6 yrs+	\$60	
Cats	Kittens 2-12 months	\$120	
	Adults 1-6 yrs	\$100	
	Sr. Adult 6 yrs+	\$55	
Rabbits		\$50	
Rodents		\$25	
Small caged birds		\$25	
Exotic birds (i.e. parrots)		\$75	
Small Livestock	Goats	\$75	
Large Livestock	Cow	\$100	
Horse		\$250	
Chicken/Rooster		\$10	
Adoption Hold Fee, until 5:00 p.m. next business day, not applicable to adoption, non-refundable			
	Cat	\$20	
	Dog	\$25	

Adoption fee for rescue/non-profit agencies is equal to the cost of the spay/neuter for only adoptable animals
 Adoption fee for rescue/non-profit agencies for Rabbits \$20
 Adoption fee for rescue/non-profit agencies include a microchip

Impound Fees

		Altered	* Unaltered
Cat	First Impound	\$ 30	\$ 30 + Penalty \$ 35
	Second Impound	\$ 50	\$ 50 + Penalty \$ 50
	Third Impound	\$ 75	\$ 75 + Penalty \$100
	Fourth/Subsequent	\$ 75	\$ 75 + Penalty \$100
Dog	First Impound	\$ 75	\$ 75 + Penalty \$ 35
	Second Impound	\$ 115	\$115 + Penalty \$ 50
	Third Impound	\$ 195	\$195 + Penalty \$100
	Fourth/Subsequent	\$ 225	\$225 + Penalty \$100

*Unaltered animal penalty fee provided under California Food and Agriculture Code section 30804.7 and 31751.7

Livestock:	Large: First Impound	\$200
	Second/Subsequent	\$250
	Small: First Impound	\$75
	Second/Subsequent	\$125
	A.C. Officer Services	\$75 /hour min.2 hours (after hrs)

Board Fees - Daily

Cats	\$20/day
Dogs	\$25/day
Other	\$25

	Current 2018-19	Proposed 2019-20
License Fees – Dogs		
Altered - one year	\$29	
Unaltered - one year	\$100 with Unaltered Animal Certificate	
Late Penalty	\$15	
Senior Citizen (65+) - Altered dog	\$29	
Senior Citizen (65+) - Unaltered dog	\$100	
Potentially Dangerous/Vicious dog	\$200	
Late Penalty for dog licenses for dogs designated Potentially Dangerous, Vicious, Habitual or Public Nuisance.	\$100	
Unaltered Animal Certificate -- one time	\$350	
Exemption from Unaltered Animal Certificate	\$15 plus license fee	
Administrative fee for mailed licenses	\$1	
Replacement License Tag Fee	\$5	
Failure to License Penalty (per dog, if impounded)	\$30	
License Fees – Cats		
Unaltered Animal Certificate	\$350	
Quarantine Fees		
Home Quarantine (Field Check)	\$75	
Shelter Quarantine	\$50 plus board fees	
Service Fees		
Microchip/walk-in service	\$15	
Microchip for impounded dogs and cats	\$25	
Dog/Cat trap rental	N/C	
Dog Humane Trap Deposit	\$255	
Cat Humane Trap Deposit	\$70	
Trap Processing Fee	\$10	
Pick-Up Animal in a Trap	\$75	
Pick-Up of Owned Animal	\$75	
Pick-up and Disposal of Deceased Animal on Private Property	\$85	
Use of Livestock Trailer	\$100/\$150 (1st /2nd time)	
Medical Fees		
Medical groom	\$45	
Medical nail trim	\$15	
Medication dispensed	\$20	
Vet procedure	\$25	
Rabies	\$14	
FVRCP	N/A	\$20
DA2PP	N/A	\$20
Medical bath	\$20	
Wound prep	\$35	
Kitten Package	N/A	\$400
Puppy Package	N/A	\$400
Dental	N/A	\$350
Owner Surrender of Animal Residing in Santa Cruz County		
Owner Surrender of Dog	\$0	
Owner Surrender of Cat	\$0	
Owner Surrender of Rabbit	\$0	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$0	
small rodents	\$0	
Large livestock	\$0	
small livestock	\$0	
Large Exotic	\$0	
Owner Surrender of Animal Residing Outside of Santa Cruz County		

	Current 2018-19	Proposed 2019-20
Owner Surrender of Dog	\$50	
Owner Surrender of Cat	\$35	
Owner Surrender of Rabbit	\$25	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$55	
small rodents	\$15 - \$35	
Large livestock	\$10 - \$25	
small livestock	\$100	
Large Exotic	\$75	
	\$55	
Protective Custody Fee		
Owner Arrest	\$75 /hour min.(2 hours after hrs)	
Confiscate/Humane	\$75 /hour min.(2 hours after hrs)	
Emergency Hospital	\$25	
Owner Requested Euthanasia	\$75 Plus Disposal	
Disposal of Owned Dead Animals	\$50	
Refund Processing Fee	\$25	
Animal Control Officer Services	\$75/hour (2 hr minimum after hours)	
Field Return of Owned Animal	\$75	
Spay/Neuter Fees for Impounded Animals		
Cats	\$50	
Dogs	\$195	
Planned Pethood Spay/Neuter Fees		
Dog	\$190	
Cat	\$25	
Rabbit	\$75	
Pit Bulls & Chihuahuas	\$50	
Animals over 100 lbs., in heat, pregnant or cryptorchid add	\$25	\$35
Animals determined obese by veterinarian add	\$50	
*Animals over 100 lbs., in heat, pregnant or cryptorchid – add \$25. Animals determined obese by veterinarian add \$50. Animals over 7 years of age are required to receive a blood panel for an additional \$55. Late drop-off fee (more than 20 minutes) is \$20. Reschedule fee for missed appointments is \$25.		
Fees for Additional Required Services		
Microchip	\$10	
License	\$29	
Rabies	\$10	
Late drop-off fee	\$20	
Late pick-up fee	\$40/night	
Blood panel for dogs over 7 yrs of age and cats over 10 yrs of age	\$55	\$75
Planned Pethood Spay/Neuter Fees for Limited Income*		
Dog	\$50	
Cat	\$10	
Rabbit	\$50	
*Limited income eligibility determined through proof of receipt of government assistance OR through a year-to-date pay stub or W2 tax form that proves the following: 1 person household--maximum of \$35,350 annual income 2 person household--maximum of \$40,350 annual income 3 person household--maximum of \$45,400 annual income 4 person household--maximum of \$50,400 annual income		
<u>ONE STOP Fees with Purchase of License</u>		
Rabies	\$10	
Microchip	\$15	

	Current 2018-19	Proposed 2019-20
Nuisance Abatement Appeals Fee (County)	\$75	
Non-sufficient Funds Check Fee	\$40	
Puppy Training Deposits	\$100-\$200	
Training Room Rental Fees	\$22	

FINES FOR VIOLATIONS OF ANIMAL ORDINANCE – ADMINISTRATIVE CITATION PROGRAM***Failure to license**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

****Failure to microchip**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

*****Failure to provide rabies vaccination**

First offense in one year	\$100
Second offense in one year	\$200
Third offense in one year	\$500

Failure to display license (each dog)

\$50

******Failure to spay or neuter dog or cat over 6 months, unless owner holds unaltered animal certificate**

First offense	\$250
Second offense	\$500
Third offense	\$750

Dog running at large, first offense	\$100
Dog running at large, second offense	\$200
Dog running at large, third offense	\$250

Dog off leash, first offense	\$50
Dog off leash, second offense	\$150
Dog off leash, third offense	\$250

Safety of animal in parked vehicle \$250

Failure of owner to pick up after dog or cat defecating \$100

Habitual noisy animals (6.12.090) \$100

Permitting livestock to trespass, per offense \$200

All first offense recommended penalties not subject to cure will be reduced by 50% if they are paid in full by 5:00 p.m. of the first business day following issuance.

*Citations for failure to license will be dismissed if cured within 7 calendar days, including day of issuance

**Citations for failure to microchip will be dismissed if cured within 7 calendar days, including day of issuance.

***Citations for failure to provide rabies vaccination will be dismissed if cured within 7 days, including day of issuance.

****Citations for failure to spay or neuter dog or cat over 6 months, unless owner holds unaltered animal certificate, will be dismissed if ASA receives evidence that animal was spayed or neutered within 30 calendar days, including day of issuance.



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: City Manager Department

SUBJECT: Consider Update on the COVID-19 Emergency Declaration

RECOMMENDED ACTION:

- 1) By super majority vote, make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.
- 2) Approve a resolution ratifying the emergency order to protect public health and safety by closing McGregor Park.

BACKGROUND: On March 31, 2020, the County Health Officer issued an extended Countywide Shelter in Place order, which again directed all Santa Cruz County residents to stay in their homes unless completing essential activities or travelling to perform an essential activity. The new order also provides further clarification on what constitutes essential outdoor recreation activities, and the different essential construction projects allowed under the order. This order is in effect until May 3, 2020, or until it is extended, rescinded, superseded, or amended by the Health Officer.

On April 7, 2020, the County Health Officer ordered the temporary closure of all parks and beaches within Santa Cruz County, from 11:59pm on April 7 to 11:59pm on April 15. The order was not extended or amended, and Capitola parks and the beach are now again open to the public. Social distancing practices are required in these public spaces, and signs in appropriate areas have been placed to encourage social distancing.

DISCUSSION: Due to social distancing violations at area skate parks, jurisdictions in Santa Cruz County determined that skate parks in the region should remain closed following the expiration of the April 7 Health Officer order. On April 16, the Capitola Director of Emergency Services issued an order keeping McGregor Park closed. A resolution to ratify that order is included in this staff report.

Further updates on the regional and local coronavirus response will be provided in a verbal report at the meeting.

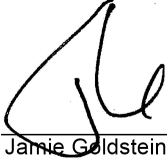
FISCAL IMPACT: Hour and Project Codes have been set-up in payroll for tracking time for tasks related to COVID-19 and codes are set-up in accounts payable for tracking COVID-19 related expenses in anticipation of reimbursements from the federal and/or state government.

COVID-19 Emergency- Update 3
April 23, 2020

Anticipated reductions in Sales Tax and Transient Occupancy Tax as a result of this health crisis and shelter in place order will be substantial. Further budget updates will be presented in a verbal report at the meeting.

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: City Manager Department

SUBJECT: Consider Community Survey

RECOMMENDED ACTION: Evaluate options for community survey to help gauge public interest on potential ballot measures for the November election.

BACKGROUND: On March 12, 2020, City Council voted to approve a ballot measure polling contract, not to exceed \$14,000, with Gene Bregman and Associates. Since that time the City, and regional, economic situation has dramatically shifted due to the COVID-19 pandemic.

DISCUSSION: The approved contract with Gene Bregman and Associates includes a phone survey of 150 to 175 likely voters in Capitola. The two topics that Council identified for inclusion in the poll were a utility Users Tax (UUT) and the extension of the Measure F district sales tax.

Due to the COVID-19 pandemic and its economic impact, staff has not proceeded with the original contract and is bringing this item back to Council for additional feedback.

Staff is anticipating that negative financial impacts to the City over the next 18 months related to the COVID-19 pandemic are going to be significant. In planning for the Fiscal Year (FY) 2020-21 budget every expenditure, revenue, and potential revenue source needs to be heavily scrutinized.

In addition to the establishment of a UUT (\$1.2 million estimated annual new revenue) and the extension of Measure F (\$1.1 million annual continued revenue), staff has preliminarily evaluated other potential revenue sources including forming a special tax or assessment district, an additional sales tax measure, or increasing the transient occupancy tax.

Under the Community Facilities Act of 1982 the City may form a Community Facilities District (CFD), also known as a Mello-Roos District, to levy a special tax on property to generate revenue to pay for public services such as police, streets, parks, museum and other cultural facilities. This is the same funding mechanism used to finance county-wide Library improvements associated with Measure S. The main difference is that the special tax related to Measure S will cease when all of bonds have been paid off while a CFD for public services continues in perpetuity. The formation of a CFD is subject to Proposition 218 from 1996 requiring two-thirds voter approval from the property owners within the proposed district boundaries.

Under the Improvement Act of 1911 the City may form an assessment district for the maintenance of public improvements, however the formation of such an assessment district generally begins with a signed petition from property owners requesting specific improvements.

Community Survey Contract
April 23, 2020

Additionally, a CFD is much more flexible by allowing for the funding of services as well as maintenance.

Currently the sales tax rate in Capitola is 9.00% consisting of the 7.25% state-wide rate that includes 1% for the City of Capitola. In addition, the 9% includes the Capitola special district taxes of 0.50% and other regional 1.25% district taxes (library, metro, RTC). The maximum sales tax rate in the state, without state legislative approval, is 9.25%. In Santa Cruz County, both the cities of Santa Cruz and Watsonville have sales tax rates of 9.25%. A general sales tax ballot measure requires a simple majority to pass and would put the City in line with other cities in the county. However, with the pandemic, sales tax revenues nationwide have been one of the hardest hit municipal revenue sources and are expected to recover slowly over time. Additionally, sales tax currently accounts for approximately 50% of general fund revenues and an additional district sales tax would only increase the city's dependence on this highly volatile revenue source.

The current transient occupancy tax (TOT) is 12% after being increased from 10% in 2018. The tax is allocated as follows: 11.25% to the general fund, 0.40% to local business groups, and 0.35% to early childhood and youth programs. TOT revenues account for approximately 10% of general fund revenues and have been the most impacted revenue source for the City. Staff is expecting very little TOT revenue in the 4th quarter of FY 2019-20 and due to expected continuing social distancing guidelines TOT will likely be one of the slowest revenue sources to return. Staff projects that increasing the TOT would do very little to aid in the financial recovery.

Based on the City's near-term financial needs, staff is also seeking feedback about the need to poll a Measure F extension at this time, given the revenue from such an extension would not be realized until 2026.

Based on the following, Staff recommends directing the Consultant to poll on the viability of a UUT, new local sales tax and CFD. That information will be brought back to Council in June, in time to potentially place an item on the ballot prior to the deadline on August 7, 2020.

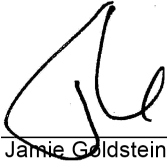
A decision made during the April 23, 2020, Council meeting on possible measures and the necessary polling items will allow Staff to communicate with Gene Bregman and Associates and direct them to complete the survey work in time for the Council to review the results prior to the deadline to place a measure on the November 2020 ballot.

FISCAL IMPACT: \$14,000 was previously approved for the existing contract. A contract amendment, if necessary, is expected to be within the City Manager's spending authority and would be budgeted for utilizing contract services savings realized from the COVID-19 pandemic.

Report Prepared By: Chloe Woodmansee
Interim City Clerk

Community Survey Contract
April 23, 2020

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Public Works Department

SUBJECT: Receive Update on the New Capitola Branch Library Construction Project

RECOMMENDED ACTION: Receive report and authorize the City Manager to pay an anticipated PG&E invoice for relocating high voltage power lines in the vicinity of the project.

DISCUSSION: Construction of the library has significantly progressed since the last report. All windows have been installed, siding is approximately 60% complete and grading and site work for the parking lot has begun. Inside the building, mechanical, electrical, and plumbing equipment is almost complete and sheet rocking of the walls has started.

In addition to the work on the building, purchase orders have been issued for the library furniture. The total furniture costs were \$341,484 which is significantly less than the original budget allocation of \$700,000. The savings has been rolled back into the library budget which remains tight.

With the furniture budget moved into project contingencies, minus costs for known and anticipated change orders and anticipated project delay impacts, the project budget is fully allocated. However, due to increased project revenues, there is an additional \$654,000 of unbudgeted project funding that can be used to resolve the power line conflicts.

The conflicts with the power lines along Wharf Road appear to be near a resolution. After the City rejected plans to underground the wires, City staff reached out to PG&E's Government Relations staff and requested assistance. PG&E has responded and is in the process of designing a project that includes adding two new poles and relocating the wires on existing poles. The City will need to pay PG&E for this work in advance in order to schedule construction. At this time, PG&E has not provided an estimate of these costs, but the city's project manager and staff estimate that they should be between \$300,000 and \$400,000. The City continues to investigate the possibility of recovering the cost of the work.

The conflict with the power lines is having a profound impact on the project schedule. PG&E has indicated it will take 8-10 weeks to begin construction once payment is made. To minimize delays, staff recommends the City expedite payment to PG&E; therefore staff is requesting the City Manager be given authority to pay the PG&E invoice amount with library funds, up to a maximum of \$400,000.

The City approved Change Order No. 5 in the amount of \$38,163 on March 25, 2020. This change order covered additional costs for the following:

1. Required modifications to the foundation and installation of the foundation backfill
2. The addition of push button ADA operator for the front door

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3. Changes to the structural steel resulting from changes in the roof structure

Based on Change Order No. 5, the contract value is:

Original Contract Award:	\$	12,325,000
Net Contract Change Order to Date (thru C.O. 5)	\$	(634,090)
Current Contract Value	\$	11,690,910

Sixteen monthly payments have been made for \$ 6,631,153.99 which represents 56.7% of the current contract value.

All change orders issued have followed the adopted Field Order and Change Order Policy for this project.

FISCAL UPDATE: The Library Facility Financing Authority (LFFA) administers Measure S funds. Based on interest earnings, and lower than expected bond issuance costs, the LFFA was able to increase the City of Capitola's Measure S allocation by \$269,600.

In addition to this change in the project revenue budget, several other changes to the original funding sources have occurred since construction began. The following table summarizes all the changes in the revenue to the library project to date. Additional investment earnings are anticipated between now and the close of the project.

Funding Source	Original Budget	Changes	Revised Budget to date
Measure S	\$ 10,000,000	\$ 269,600	\$ 10,269,600
Successor Agency	\$ 2,665,000	\$ 76,568	\$ 2,741,568
City General Fund	\$ 1,552,000	\$ 492	\$ 1,552,492
Friends (donations)	\$ 600,000		\$ 600,000
County Library Funds	\$ 297,000	\$ 213,337	\$ 510,337
Unfunded Construction	\$ 36,000		
Investment earnings		\$ 130,000	\$ 130,000
Total	\$ 15,150,000	\$ 689,997	\$ 15,803,997
Project Total Budget	\$ 15,150,000		\$ 15,150,000
Additional Available Funding			\$ 653,997

Report Prepared By: Steve Jesberg
Public Works Director

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Reviewed and Forwarded by:

Samantha Zutler

Samantha Zutler, City Attorney

4/17/2020



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 23, 2020

FROM: Community Development

SUBJECT: Update on Revised Zoning Code for Coastal Commission Certification

RECOMMENDED ACTION: Accept staff presentation and continue the discussion to the meeting of May 14.

BACKGROUND: The City Council adopted a new zoning code on January 25, 2018. The zoning code must also be adopted by the Coastal Commission prior to taking effect in the coastal zone, which makes up two-thirds of the land area in Capitola.

Capitola staff has been working with Coastal Commission staff toward certification over the past two years. City staff presented the modifications recommended by Coastal Commission staff to the Planning Commission during a special meeting on February 21, 2019, and a regular meeting on March 7, 2019. The Planning Commission provided recommendations for the Council regarding which Coastal Commission revisions to accept.

On April 5, 2019, staff published an updated draft of the zoning code on the City website which included all Coastal Commission modifications accepted by the Planning Commission in redlines.

On April 11, 2019, the City Council received updates on the Coastal Commission redlines and requested further review by the City's legal counsel. On May 9, 2019, the City Council received an overview of the general Coastal Commission certification process. On May 23, 2019, the City Council reviewed updates to the code that were initiated by City staff, not Coastal Commission staff. The City Council accepted the staff recommended changes as presented.

On June 27, 2019, the City Attorney provided an overview of the proposed Coastal Commission staff edits. City Council directed staff to work with Coastal Commission staff on the remaining items. City staff provided comments to Coastal Commission staff and received responses to comments in November of 2019 followed by a meeting in late December of 2019.

Earlier this year, City staff placed the zoning code update on hold to focus on new accessory dwelling unit (ADU) legislation and necessary sign code modifications.

DISCUSSION: The purpose of this agenda item is to provide the City Council with an updated overview of the zoning code efforts to date and outline next steps in the process. There are four pending topics which require City Council direction. Staff will present a short overview of each topic in preparation for future meetings. No direction will be sought at that this meeting. The

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following table includes the pending items for discussion:

	Topic	Code Section	Page #
1	Coastal Overlay Zone	Chapter 17.44	Entire chapter
2	Monarch Cove Inn	Section 17.28; Table 17.28-1 Footnote 12	28-4
3	Village Onsite-Parking	Section 17.76.040.3	76-8 & 76-9
4	Future Village Hotel Height	Section 17.88.050.B.2.a	88-3

Next Steps:

On May 14, staff will provide City Council with an overview of Chapter 17.44: Coastal Overlay Zone. This item was last reviewed by the City Council on June 27, 2019. As mentioned previously, the Council directed City staff to work with Coastal Commission staff on outstanding items. During the May 14 meeting, staff will provide Council with an updated list identifying how each item has been addressed and an updated redlined version of the chapter identifying all edits which address the outstanding items. The update is reflective of the City's Coastal Land Use Plan and in compliance with the Coastal Act. Previous items that were identified as a possible overreach of authority have been updated to mirror the authority permitted within the Coastal Act.

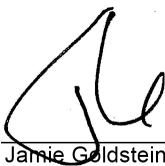
The remaining three items will be placed on future agendas. Following direction on all four items, an updated version with all City Council recommendations will be prepared and published for adoption hearings. Due to the extensive changes during Council review, the updated draft requires a second review and recommendation by Planning Commission prior to the final adoption by City Council.

CEQA: An Addendum to the General Plan Update Environmental Impact Report (EIR) was adopted with the Zoning Code update on January 25, 2018, and continues to be applicable.

FISCAL IMPACT: None.

Report Prepared By: Katie Herlihy
Community Development Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

4/17/2020