

City of Capitola Agenda

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



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, APRIL 9, 2015

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

**CLOSED SESSION – 6:00 PM
CITY MANAGER’S OFFICE**

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Govt. Code §54956.9)
Schroedel et al. v. the City of Capitola
[Santa Cruz Superior Court Case No. CV 175684]

LIABILITY CLAIMS (Govt. Code §54956.95)
Claimant: Ann Schroedel, et al.
Agency claimed against: City of Capitola

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code §54957.6)
Negotiator: Allyson Hauck, Public Law Group
Employee Organizations: (1) Association of Capitola Employees; (2) Capitola Police Captains, (3) Capitola Police Officers Association, (4) Confidential Employees; (5) Mid-Management Group; (6) Department Heads; and (7) City Manager

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code § 54957)
City Council's Performance Evaluation of the City Attorney

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

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. Introduction of Rob Bunter, Maintenance Worker.

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

A. 10.B.

DETAILS:

Letter from Steve Piercy.

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

9. 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.

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, April 9, 2015

- A. Consider approving the March 26, 2015, Regular City Council Minutes.
RECOMMENDED ACTION:
Approve Minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of April 2, 2015.
RECOMMENDED ACTION:
Receive Minutes.
- C. Approval of City Check Register Reports dated February 20, 2015; February 27, 2015; March 6, 2015; and March 13, 2015.
RECOMMENDED ACTION:
Approve the City Check Register Reports.
- D. Consider an Ordinance amending Chapter 8.38 (Smoking Regulations) of the Capitola Municipal Code to establish regulations for electronic cigarettes [2nd Reading].
RECOMMENDED ACTION:
Adopt Ordinance.
- E. Consider a Temporary Surf School Ordinance Amendment regarding Surf School Permits for the 2015 Calendar Year Surf Schools [2nd Reading].
RECOMMENDED ACTION:
Adopt Temporary Ordinance.
- F. Accept a Homeland Security Grant in the amount of \$5,115; and amend the Fiscal Year 2014-2015 General Fund Operating Budget by increasing both revenues and expenditures by \$5,115.
RECOMMENDED ACTION:
Accept Grant.
- G. Consideration of the approval of the Planning Commission's recommendation on the Zoning Code Update Process.
RECOMMENDED ACTION:
Approve the Zoning Code Update Process.
- H. Consider denying liability claim of Ann Schroedel for an undetermined amount and forward to the City's liability insurance carrier.
RECOMMENDED ACTION:
Deny claim and return it to claimant as a late claim.
- I. Consider a Resolution approving the job description and salary schedule for the Senior Mechanic.
RECOMMENDED ACTION:
Adopt Resolution.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, April 9, 2015

- A. Consider the Mayor's Ad-Hoc Committee's recommendations for a Public Outreach Plan to redevelop 420 Capitola Avenue and the Pacific Cove Sites.
RECOMMENDED ACTION:
Accept recommendation and initiate public process.
- B. Consider a Resolution adopting the Monterey Bay Sanctuary Scenic Trail Network Master Plan.
RECOMMENDED ACTION:
Adopt Resolution.
- C. Consider authorizing the Police Department to purchase a digital in-car and body camera video system in the amount of \$100,501.31; and amend the Fiscal Year 2014-2015 State Supplemental Law Enforcement Services Fund (SLESF) Budget to authorize additional expenditures of \$100,501.31 from the unassigned fund balance.
RECOMMENDED ACTION:
Authorize purchase and amend the Fiscal Year 2014-2015 (SLESF) Budget.

11. ADJOURNMENT

Adjourn to the next Regular Meeting of the City Council on Thursday, April 23, 2015, at 7:00 PM, in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

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

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

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

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

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, April 9, 2015

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

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April 3, 2015

Via email to citycouncil@ci.capitola.ca.us

Capitola City Council Members
420 Capitola Avenue
Capitola, CA 95010
Re: Adopt Monterey Bay Sanctuary Scenic Trail Master Plan

Dear Capitola City Council members,

I am writing to request your adoption of the Monterey Bay Sanctuary Scenic Trail Master Plan at the Capitola City Council meeting on Thursday, April 9, 2015. The Trail will further enhance our community by providing a safe and comfortable route for people to walk, bike, skate, and use other forms of active transportation separated from motorized vehicles.

The 32-mile Trail between Watsonville and Davenport will allow greater transportation options to 88 parks, 42 schools, and over half of the county's population who live within one mile of the corridor. The Trail will be a significant draw for tourism and will increase economic activity along the length of the rail corridor. It will improve the safety of the currently unused rail line while providing community members with greater opportunities for healthy recreation.

The Monterey Bay Sanctuary Scenic Trail has tremendous support from the community. It will connect the Aptos Seacliff neighborhood and the new McGregor Park to Capitola Village and attract campers and visitors from New Brighton State Beach. New Brighton Middle School, commercial areas in Capitola Village and 41st Avenue, the Capitola Community Center on Jade Street, and residential neighborhoods will have a direct connection to one another as well to Watsonville, Santa Cruz, and beyond.

Adoption of the Master Plan is an important first step towards completing this trail. Thank you for your consideration.

Sincerely,



Steve Piercy
Advocate for safe and comfortable active transportation

APR 06 2015
CITY OF CAPITOLA
CITY CLERK

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: OFFICE OF THE CITY CLERK

SUBJECT: MARCH 26, 2015, REGULAR CITY COUNCIL MINUTES

RECOMMENDED ACTION: Approve the subject minutes as submitted.

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

ATTACHMENTS:

1. March 26, 2015, Regular City Council Minutes

Report Prepared By: Susan Sneddon, CMC
City Clerk

Reviewed and Forwarded
By City Manager: 

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**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION SUMMARY
THURSDAY, MARCH 26, 2015 - 7:00 PM**

**CLOSED SESSION – 6:00 PM
CITY MANAGER’S OFFICE**

CALL TO ORDER

Mayor Norton called the meeting to order at 6:00 PM. He announced the items to be discussed in Closed Session, as follows:

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code §54957.6)

Negotiator: Allyson Hauck, Public Law Group

Employee Organizations: (1) Association of Capitola Employees; (2) Capitola Police Captains, (3) Capitola Police Officers Association, (4) Confidential Employees; (5) Mid-Management Group; and (6) Department Heads; and (7) City Manager

City Attorney Barisone stated that the City received a letter from Law Offices of Bruce Stanton regarding existing litigation related to Schroedel et al. v. the City of Capitola after the March 26, 2015, City Council Agenda Packet was released; this item is to be discussed in Closed Session.

ACTION Motion made by Council Member Termini, seconded by Council Member Bertrand, to approve adding the following item to tonight's Closed Session: Conference with legal counsel regarding existing litigation related to Schroedel et al. v. the City of Capitola [Santa Cruz Superior Court Case No. CV 175684]. The motion was passed unanimously.

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

City Treasurer McBroom was present

2. PRESENTATIONS

A. Proclamation honoring John Barisone, City Attorney, on his 14 years of service to the City of Capitola. [120-40]

Proclamation received.

3. REPORT ON CLOSED SESSION

City Attorney Barisone stated that the City Council received a status report from Allyson Hauck, the City's labor negotiator, regarding the following employee organizations: (1) Association of Capitola Employees; (2) Capitola Police Captains, (3) Capitola Police Officers Association, (4) Confidential Employees; (5) Mid-Management Group; and (6) Department Heads; and (7) City Manager. The City Council provided direction to staff regarding the labor negotiations; there was no reportable action. Mr. Barisone stated that the City received a letter from Law Offices of Bruce Stanton regarding existing litigation related to Schroedel et al. v. the City of Capitola after the March 26, 2015, City Council Agenda Packet was released; he provided a status update and the City Council provided direction; there was no reportable action.

4. **ADDITIONAL MATERIALS**

Mayor Norton stated that the following additional material was received after the March 26, 2015, City Council Agenda Packet was released:

Item 9.B. Supporting Senate Bill 344 (Lynn Robinson)

Item 10.A. Countywide Homeless Strategic Plan (Jean Graham)

Item 10.B. Ordinance to establish regulations for electronic cigarettes

- (1) Revised Draft Ordinance
- (2) Correspondence from Friday Night Live Partnership
- (3) Correspondence from Community Prevention Partners of Santa Cruz County

5. **ADDITIONS AND DELETIONS TO AGENDA**

None provided

6. **PUBLIC COMMENTS**

The following local residents stated that they are opposed to the proposed skate park at Monterey Park:

- Stephanie Tetter
- Terry Tetter
- Helen Bryce
- Richard Lippi

The following stated that they are opposed wireless radiation:

- Marilyn Garrett
- Diana Bush

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

City Manager Goldstein stated that the City Select Committee appointed him to be a member of the Santa Cruz County Conference and Visitor's Council Board.

Council Member Termini stated that the Wharf Road Mural Extension Dedication will be held on Saturday, March 28th, at 10:00 a.m. at Soquel Creek Park at the Corner of Stockton Avenue and Wharf Road.

Council Member Harlan reported on a recent Soquel Creek Water District Board meeting that she attended.

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

None provided.

9. **CONSENT CALENDAR**

- A. Consider approving the March 12, 2015, Regular City Council Minutes.
- B. Adopt **Resolution No. 4014** in support of Senate Bill 344 requiring the completion of a commercial driving institution course before being issued a California Commercial Driver's License. [580-40]
- C. Adopt **Ordinance No. 998** amending Chapter 17.03 (Zoning) of the Capitola Municipal Code to add definitions for Transitional and Supportive Housing as required by State law. [750-10]
- D. Adopt **Ordinance No. 999** amending Section 2.04.140 of the Capitola Municipal Code regarding Council Members placing an item on the City Council agenda. [120-37/520-40]

CAPITOLA CITY COUNCIL ACTION MINUTES – Thursday, March 26, 2015

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Consider the Countywide Homeless Strategic Plan. [750-20]
Presentation provided by Robyn McKeen, United Way of Santa Cruz County Community Organizer; and Christine Sippl, Senior Director at Encompass Community Services.

Linda Lee Master, local resident, provided support for the proposed Countywide Homeless Strategic Plan.

ACTION **Motion made by Council Member Termini, seconded by Council Member Bottorff, to approve the Countywide Homeless Strategic Plan. The motion was passed unanimously.**

- B. Introduction of an Ordinance amending Chapter 8.38 (Smoking Regulations) of the Capitola Municipal Code to establish regulations for electronic cigarettes. [460-10]

City Attorney Barisone stated that the City received recommended revisions to the draft Ordinance from the Santa Cruz County Environmental Health Services; the recommended text has been incorporated into the to the draft Ordinance.

Brenda Armstrong, Community Prevention Partners of Santa Cruz County representative, provided comments in support of the proposed Ordinance.

Andrea Silva-Solano and Lorena Ramos, County of Santa Cruz Health Services Department, provided comments in support of the proposed Ordinance.

ACTION **Motion made by Council Member Termini, seconded by Council Member Bertrand, to approve the first reading of the revised Ordinance amending Chapter 8.38 (Smoking Regulations) of the Capitola Municipal Code to establish regulations for electronic cigarettes. The motion was passed unanimously.**

- C. Consider the approval of the City of Capitola becoming a partner agency in the Regional Water Management Group for the purposes of developing an Integrated Regional Water Management Plan (IRWM). [1160-01]

ACTION **Motion made by Council Member Bottorff, seconded by Council Member Termini, to adopt Resolution No. 4015 approving the City of Capitola becoming a partner agency in the Regional Water Management Group for the purposes of developing an Integrated Regional Water Management Plan. The motion was passed unanimously.**

- D. Consider a Resolution authorizing the City to enter into a Joint Powers Agreement with the California Hero Program for renewable energy. [430-20]

Oriana Yanes Estevez, HERO representative, provided comments regarding the HERO Program.

ACTION **Motion made by Council Member Bottorff, seconded by Council Member Bertrand, to adopt Resolution No. 4016 authorizing the City to enter into a Joint Powers Agreement with the California Hero Program for renewable energy. The motion was passed unanimously.**

- E. Introduction of a Temporary Surf School Ordinance Amendment regarding Surf School Permits for the 2015 Calendar Year Surf Schools. [1020-20]

ACTION

Motion made by Council Member Bottorff, seconded by Council Member Termini, to approve the first reading of a Temporary Surf School Ordinance Amendment regarding Surf School Permits for the 2015 Calendar Year Surf Schools. The motion was passed unanimously.

11. ADJOURNMENT

At 9:30 PM Mayor Norton adjourned the meeting to the next Regular Meeting of the City Council on Thursday, April 9, 2015, at 7:00 PM, in the City Hall Council Chambers, 420 Capitola Avenue, Capitola

Dennis Norton, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

DRAFT



**ACTION SUMMARY MINUTES
CAPITOLA PLANNING COMMISSION
THURSDAY, APRIL 2, 2015
7 P.M. CITY COUNCIL CHAMBERS**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Commissioners: Ron Graves, Ed Newman, Linda Smith, Gayle Ortiz and TJ Welch

2. ORAL COMMUNICATIONS

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

3. APPROVAL OF MINUTES

- A. **March 5, 2015, Draft Planning Commission Minutes**

ACTION: Approved 5-0

4. CONSENT CALENDAR

- A. **828 Bay Avenue Suite #220 #15-032 APN: 036-011-31**

Conditional Use Permit for a 3,882-square-foot general office, located in the CC (Community Commercial) Zoning District.

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

Environmental Determination: Categorical Exemption

Property Owner: Capitola Crossroads, LLC

Representative: Doug Kaplan, filed: 2/26/15

ACTION: Approved 3-0, 2 recused

- B. **Capitola Village Parking Meter Time Limits #15-043**

Coastal Development Permit to increase the current time limit for metered parking in the Central Village from two hours to three hours on a trial basis from May 1, 2015, through November 25, 2015.

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

Environmental Determination: Categorical Exemption

Property Owner: City of Capitola

Representative: Steve Jesberg, filed 3/12/15

ACTION: Approved 5-0

5. PUBLIC HEARINGS

A. 502 Pine Street #14-175 APN: 036-022-27

Application for a minor subdivision (2 lots) and a Design Permit for a single-family home and a duplex located in the RM-M (Multiple-Family Medium Density) Zoning District. This project is not in the Coastal Zone and does not require a Coastal Development Permit.

Environmental Determination: Categorical Exemption

Property Owner: David Kraemer, filed 12/5/14

Representative: Chuck Burket

ACTION: Approved 4-0, 1 recused

B. Zoning Code Update - Title 17 of Capitola Municipal Code - Issues and Option Review Timeline

Consideration of a timeline for the review of the Issues and Options report. The issues and option report outlines existing issues in the zoning code along with the options to address each issue. The City of Capitola is working on comprehensive update to Title 17, Zoning, of the City of Capitola Municipal Code.

This project will require an update to the Local Coastal Plan.

Environmental Determination: To be determined

Staff: Katie Cattan, Senior Planner

Consultant: Ben Noble

ACTION: Direction to staff for a moderately accelerated schedule of 2 special meetings monthly

6. DIRECTOR'S REPORT

7. COMMISSION COMMUNICATIONS

8. ADJOURNMENT

Adjourned at 8:31 p.m. to the regular meeting of the Planning Commission to be held on Thursday, May 7, 2015, at 7 p.m. in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.



CITY COUNCIL AGENDA REPORT MEETING OF APRIL 9, 2015

FROM: FINANCE DEPARTMENT
SUBJECT: CITY CHECK REGISTER REPORT

RECOMMENDED ACTION: Approve the attached Check Register Reports for February 20, February 27, March 6, and March 13, 2015

DISCUSSION: Check Registers are attached for:

Date	Starting Check #	Ending Check #	Total Checks/EFT	Amount
2/20/15	79683	79739	61	\$178,098.34
2/27/15	79740	79800	63	\$161,618.16
3/6/15	79801	79836	41	\$234,458.26
3/13/15	79837	79886	51	\$101,809.59

The check register of February 13, 2015 ended with check #79682.


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

Check	Issued to:	Dept.	Purpose	Amount
79717	SCC Bank	FIN	Pac Cove Lease Pymt	\$82,532.87
EFT77	IRS	FIN	Fed Tax Deposit, 2/20 payroll	\$23,030.81
79776	PG&E	PW	Monthly Electric	\$13,970.67
79800	SCC Conf & Visitor Council	FIN	Q2 TMD Tourism Marketing Distribution Fee	\$31,614.66
EFT82	CalPERS Member Services	FIN	PERS Payment, 2/20/15 payroll	\$59,825.48
79801	Amer Traffic Solutions	PD	Jul-Dec14 Redlight Camera	\$47,146.42
79802	Atchison, Barisone et al	CM	Jan 2015 Legal Services	\$14,425.68
79812	Hollister Honda	PD	Motorcycle Purchase	\$16,223.50
79824	Plan Review Consultants	Bldg	Contract Bldg Inspector	\$12,780.00
EFT80	CalPERS Health	CM	Mar15 Health Ins Premium	\$61,765.00
EFT84	IRS	FIN	Fed Tax Deposit, 3/6 Payroll	\$24,540.95
EFT86	ICMA	FIN	457 Contr, 3/6 payroll	\$17,340.29
79867	Preferred Benefit Ins	CM	Mar 2015 Dental & Vision	\$10,666.14
EFT89	CalPERS Member Services	FIN	PERS for 3/6 payroll	\$58,650.23

ATTACHMENTS:

1. Check Register for February 20, 2015
2. Check Register for February 27, 2015
3. Check Register for March 6, 2015
4. Check Register for March 13, 2015

Report Prepared By: Linda Benko
Accounts Payable Clerk

Reviewed and Forwarded
by City Manager: 

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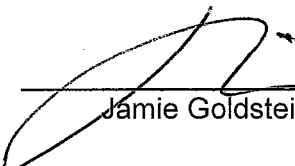
Checks dated 2/20/15 numbered 79683 to 79739 for a total of \$144,153.53 plus four EFT for \$33,944.81 have been reviewed and authorized for distribution by the City Manager

As of 2/20/15 the unaudited cash balance is \$3,656,193


CASH POSITION - CITY OF CAPITOLA 2/20/15

	<u>Net Balance</u>
General Fund	\$ 1,454,473
Contingency Reserve Fund	\$ 1,712,646
Worker's Comp. Ins. Fund	\$ 139,807
Self Insurance Liability Fund	\$ 47,660
Stores Fund	\$ 9,942
Information Technology Fund	\$ 127,920
Equipment Replacement	\$ 128,663
Compensated Absences Fund	\$ 35,083
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$ 3,656,193</u>

The Emergency Reserve Fund Balance is \$816,655.54 (not included above).



 Jamie Goldstein, City Manager



 Christine McBroom, City Treasurer

 2/20/2015
 Date

 3/4/2015
 Date

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79683	02/20/2015 Invoice 1026168-6	Open	Date 02/07/2015	Description Pump Rental	A TOOL SHED	\$138.00
79684	02/20/2015 Invoice 188304	Open	Date 01/31/2015	Description Background Check, New Hire	ADVANTAGE CREDIT INC.	\$10.00
79685	02/20/2015 Invoice 546482	Open	Date 01/31/2015	Description Jan 2015 Supplemental Health Ins	AFLAC	\$466.76
79686	02/20/2015 Invoice 388990	Open	Date 02/05/2015	Description Sod mix & sawdust	APTOS LANDSCAPE SUPPLY, INC.	\$719.86
79687	02/20/2015 Invoice 2015	Open	Date 01/22/2015	Description Acct 500579655, 2015 License Fee	ASCAP	\$335.00
79688	02/20/2015 Invoice 674-Feb15 624-Feb15	Open	Date 02/01/2015 02/01/2015	Description Long Distance Service, Feb15 Long Distance Service, Feb15	AT&T	\$8.94
79689	02/20/2015 Invoice 3220-Feb2015	Open	Date 02/06/2015	Description City Card Charges, Feb 2015	BANK OF AMERICA	\$35.18
79690	02/20/2015 Invoice 4404322	Open	Date 01/30/2015	Description Museum Display Expenses	BAY PHOTO LAB	\$182.78
79691	02/20/2015 Invoice 1948 1928	Open	Date 01/31/2015 01/31/2015	Description Traffic signal, st light maintenance Traffic signal, st light maintenance Fund 1310, Gas Tax	BEAR ELECTRICAL SOLUTIONS, INC.	\$1,721.50
79692	02/20/2015 Invoice 079829	Open	Date 02/04/2015	Description Fingerprinting, New Hire	CA DEPARTMENT OF JUSTICE	\$32.00
79693	02/20/2015 Invoice 2015-00000556	Open	Date 02/18/2015	Description POA Dues 2/20/15 Pay Date	CAPITOLA PEACE OFFICERS ASSOC	\$1,557.50
79694	02/20/2015 Invoice 11953011	Open	Date 01/21/2015	Description Field property forms	COMMUNITY PRINTERS	\$416.06

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79695	02/20/2015	Open			COMMUNITY TELEVISION OF SCC	\$475.00
	Invoice		Date	Description		Amount
	2130		02/02/2015	Council, Planning Meeting Broadcasts, Jar		\$475.00
79696	02/20/2015	Open			ECOLOGY ACTION OF SANTA CRUZ	\$1,000.00
	Invoice		Date	Description		Amount
	440		02/05/2015	2015 Bike to Work Week Sponsorship		\$1,000.00
79697	02/20/2015	Open			FLYERS ENERGY LLC	\$1,363.52
	Invoice		Date	Description		Amount
	15-054256		02/06/2015	410 Gal Ethanol		\$1,035.78
	15-054258		02/06/2015	120 Gal Diesel		\$327.74
79698	02/20/2015	Open			HOME DEPOT CREDIT SERVICES	\$13.14
	Invoice		Date	Description		Amount
	6016150		01/28/2015	Misc.		\$13.14
79699	02/20/2015	Open			HOUSING AUTHORITY OF SCC	\$1,435.00
	Invoice		Date	Description		Amount
	15-7CSD		02/04/2015	Jan2015 Security Deposit Program Fund 5552, Hsg Successor		\$1,435.00
79700	02/20/2015	Open			JIM CLARK BACKFLOW	\$110.00
	Invoice		Date	Description		Amount
	2615		02/06/2015	Backflow tests		\$110.00
79701	02/20/2015	Open			KBA Docusys Inc.	\$30.69
	Invoice		Date	Description		Amount
	318002		02/04/2015	Rec Dept Copier Maint		\$30.69
79702	02/20/2015	Open			KINGS PAINT AND PAPER INC.	\$425.54
	Invoice		Date	Description		Amount
	A0212370		01/28/2015	Rispin/Peery Park bridge		\$212.77
	A0212344		01/27/2015	Rispin/Peery Park bridge		\$212.77
79703	02/20/2015	Open			LLOYDS TIRE SERVICE	\$67.07
	Invoice		Date	Description		Amount
	277474		01/22/2015	Tire replacement, PD141		\$67.07
79704	02/20/2015	Open			LOOMIS	\$405.81
	Invoice		Date	Description		Amount
	11560743		02/01/2015	Armored car service		\$405.81
79705	02/20/2015	Open			McMENAMIN, GEORGE	\$612.50
	Invoice		Date	Description		Amount
	Riparian 30		02/18/2015	Riparian Restoration FY 14/15		\$612.50
79706	02/20/2015	Open			MID COUNTY AUTO SUPPLY	\$8.98
	Invoice		Date	Description		Amount
	410027		01/26/2015	Shop Supplies, Fleet		\$8.98

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79707	02/20/2015	Open			MILLER'S TRANSFER & STORAGE CO	\$298.30
	Invoice		Date	Description		Amount
	86422		02/07/2015	Monthly Records Management		\$298.30
79708	02/20/2015	Open			MISSION PRINTERS	\$211.31
	Invoice		Date	Description		Amount
	50134		01/30/2015	Business Cards, 4 Employees Fund 2210, Stores		\$211.31
79709	02/20/2015	Open			NUZ Inc. dba GOOD TIMES	\$200.00
	Invoice		Date	Description		Amount
	2015-20329		02/17/2015	Advertising for Classes		\$200.00
79710	02/20/2015	Open			ORCHARD SUPPLY HARDWARE	\$269.89
	Invoice		Date	Description		Amount
	6013-4799786		01/27/2015	Rispin/Peery Park bridge		\$74.36
	6009-3120034		01/28/2015	gear clamps/signs		\$8.63
	6013-3520488		01/30/2015	Tie downs		\$40.27
	6013-3520489		01/30/2015	Misc.		\$12.39
	6007-3151262		01/30/2015	Graffiti paint		\$8.25
	6011-3039910		02/05/2015	Supplies, Bldg Dept		\$54.73
	6007-6120498		02/10/2015	Shop Welding Project		\$24.50
	6013-4791632		02/04/2015	Shop Supplies, Fleet		\$15.78
	6009-3521112		02/03/2015	Misc Supplies, Fleet		\$30.98
79711	02/20/2015	Open			PALACE OFFICE SUPPLIES	\$313.42
	Invoice		Date	Description		Amount
	22625		01/28/2015	Chair for Anderson, PD		\$301.46
	301754		01/30/2015	Nameplate, New Employee		\$11.96
79712	02/20/2015	Open			PERFORMANCE PAINTING CO.	\$600.00
	Invoice		Date	Description		Amount
	76369		02/06/2015	Paint Metal Stairway under Trestle		\$600.00
79713	02/20/2015	Open			PLACEWORKS	\$2,424.39
	Invoice		Date	Description		Amount
	55625		01/31/2015	Jan 2015 General Plan and EIR		\$2,424.39
79714	02/20/2015	Open			PUBLICCEO.COM	\$150.00
	Invoice		Date	Description		Amount
	1678		02/18/2015	Finance Director Ad		\$150.00
79715	02/20/2015	Open			SAN LORENZO LUMBER	\$22.72
	Invoice		Date	Description		Amount
	55-99493		01/28/2015	retaining wall post		\$22.72
79716	02/20/2015	Open			SCC AUDITOR-CONTROLLER	\$6,997.50
	Invoice		Date	Description		Amount
	Jan2015		01/31/2015	Jan2015 Citation Processing		\$6,997.50

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79717	02/20/2015 Invoice 2015-3	Open			SANTA CRUZ COUNTY BANK	\$82,532.87
			Date	Description		Amount
			01/22/2015	Pac Cove Lease Payment, Acct 90038-04- Fund 1420, Pac Cove Lease		\$82,532.87
79718	02/20/2015 Invoice 14-0039	Open			SANTA CRUZ COUNTY CLERK	\$9,136.52
			Date	Description		Amount
			01/27/2015	Ballots, Nov 2014 Election		\$9,136.52
79719	02/20/2015 Invoice Q4 FY2014	Open			SCC HEALTH SERVICES	\$182.00
			Date	Description		Amount
			02/01/2015	Apr-June 2014 Dominican blood test		\$182.00
79720	02/20/2015 Invoice Q2-FY2105	Open			SCC INFORMATION SERVICES	\$704.99
			Date	Description		Amount
			01/29/2015	Q2 FY2015 (Oct-Dec14) Radio Shop Inv.		\$704.99
79721	02/20/2015 Invoice 2015-00000557	Open			SCC SHERIFF-CIVIL DIVISION	\$981.96
			Date	Description		Amount
			02/18/2015	GARNISHMENT-FINAL PYMT		\$981.96
79722	02/20/2015 Invoice 3540255-Jan15	Open			SANTA CRUZ SENTINEL	\$428.56
			Date	Description		Amount
			01/31/2015	Classified Ad, Police Officer		\$428.56
79723	02/20/2015 Invoice 20150204	Open			SOQUEL CREEK WATER DISTRICT	\$1,909.64
			Date	Description		Amount
			02/04/2015	Jan 2015 Irrigation Water Usage Fund 1000, Gen Fund=\$1574.01 Fund 1311, Wharf Fund=\$335.63		\$1,909.64
79724	02/20/2015 Invoice 19974	Open			SUMMIT UNIFORM CORP	\$386.72
			Date	Description		Amount
			01/22/2015	Uniform Exp, Mendoza-PD		\$386.72
79725	02/20/2015 Invoice 947590665-Feb15	Open			T MOBILE	\$2,637.17
			Date	Description		Amount
			02/01/2015	City Cell Phone Service		\$2,637.17
79726	02/20/2015 Invoice 20150206	Open			THALER, SHMUEL	\$108.75
			Date	Description		Amount
			02/06/2015	New Council Member photo		\$108.75
79727	02/20/2015 Invoice 229725	Open			TOTLCOM	\$315.00
			Date	Description		Amount
			01/15/2015	City hall telephone system service Fund 2211, IT		\$315.00
79728	02/20/2015 Invoice 6706	Open			UNITED STATES POSTAL SERVICE	\$5,100.00
			Date	Description		Amount
			02/17/2015	Postage for Mailing Spring 2015 brochure		\$5,100.00
79729	02/20/2015 Invoice 2015-00000558	Open			UNITED WAY OF SCC	\$50.00
			Date	Description		Amount
			02/18/2015	Feb 2015 United Way Contributions		\$50.00

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79730	02/20/2015	Open			UPEC LIUNA LOCAL 792	\$1,127.25
	Invoice		Date	Description		Amount
	2015-00000559		02/18/2015	Feb 2015 Union Dues		\$1,127.25
79731	02/20/2015	Open			US BANCORP EQUIPMENT FINANCE	\$340.33
	Invoice		Date	Description		Amount
	271819732		02/04/2015	Contract 500-0332346-000, Konica C452		\$259.85
	271527905		02/02/2015	Contract 500-0306481-000, Canon IR2525		\$80.48
				Fund 1000, Gen Fund=\$259.85		
				Fund 2211, IT=\$80.48		
79732	02/20/2015	Open			US BANK PARS	\$309.07
	Invoice		Date	Description		Amount
	2015-00000560		02/18/2015	PARS Contribution, 2/20/15 Paydate		\$309.07
79733	02/20/2015	Open			WATSONVILLE BLUEPRINT	\$661.34
	Invoice		Date	Description		Amount
	50700		01/26/2015	Prints		\$633.54
	51141		02/17/2015	blueprints + scan		\$27.80
				Fund 1000, Gen Fund=\$27.80		
				Fund 1317, Technology Fee=\$633.54		
79734	02/20/2015	Open			Ramos, Lesley	\$208.00
	Invoice		Date	Description		Amount
	2002162-002		02/17/2015	Class refund		\$208.00
79735	02/20/2015	Open			SOUTHSTAR PM INC.	\$500.00
	Invoice		Date	Description		Amount
	14-124		02/13/2015	Tree Deposit Refund, Josh Fisher/Seaside		\$500.00
79736	02/20/2015	Open			VINCE BARABA	\$8,525.00
	Invoice		Date	Description		Amount
	13-150b		02/13/2015	Refund landscape Deposit		\$8,525.00
79737	02/20/2015	Open			ALEXANDER ELECTRIC INC.	\$245.00
	Invoice		Date	Description		Amount
	7766		12/02/2014	Generator maintenance, PD		\$245.00
				Fund 2211, IT		
79738	2/20/2015	Open			KATIE CATTAN	\$730.00
	Invoice		Date	Description		Amount
	20150209		2/9/2015	Conf Registration, Nat'l Assoc of Planners		\$730.00
79739	2/20/2015	Open			KEYSTONE RIDGE DESIGNS INC	\$3,975.00
	Invoice		Date	Description		Amount
	30639		2/19/2015	5 Trash Receptacles		\$3,975.00
Type Check Totals:						\$144,153.53

Payment Register

From Payment Date: 2/16/2015 - To Payment Date: 2/20/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>EFT</u>						
76	02/20/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$5,680.84
	Invoice		Date	Description		Amount
	2015-00000564		02/20/2015	State Tax Deposit 2/20/15 Pay Date		\$5,680.84
77	02/20/2015	Open			INTERNAL REVENUE SERVICE	\$23,030.81
	Invoice		Date	Description		Amount
	2015-00000565		02/20/2015	Federal Tax Deposit 2/20/15 Pay Date		\$23,030.81
78	02/20/2015	Open			STATE DISBURSEMENT UNIT	\$1,284.00
	Invoice		Date	Description		Amount
	2015-00000566		02/20/2015	Garnishments 2/20/15 deductions		\$1,284.00
79	02/20/2015	Open			ICMA RETIREMENT TRUST 457	\$3,949.16
	Invoice		Date	Description		Amount
	2015-00000567		02/19/2015	Retirement Contribution for 2/20/15 Pay D:		\$3,949.16

Type EFT Totals: \$33,944.81
 CITY - Main City Totals

Checks	Count	Transaction Amount	Reconciled Amount
	57	\$144,153.53	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	57	\$144,153.53	\$0.00
EFTs	Count	Transaction Amount	Reconciled Amount
	4	\$33,944.81	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	4	\$33,944.81	\$0.00
All	Count	Transaction Amount	Reconciled Amount
	59	\$178,098.34	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	59	\$178,098.34	\$0.00

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Checks dated 2/27/15 numbered 79740 to 79800 for a total of \$94,233.68 plus two EFT for \$67,384.48 have been reviewed and authorized for distribution by the City Manager

As of 2/27/15 the unaudited cash balance is \$3,072,625

CASH POSITION - CITY OF CAPITOLA 2/27/15

	<u>Net Balance</u>
General Fund	\$ 872,767
Contingency Reserve Fund	\$ 1,712,646
Worker's Comp. Ins. Fund	\$ 139,807
Self Insurance Liability Fund	\$ 47,660
Stores Fund	\$ 9,230
Information Technology Fund	\$ 127,670
Equipment Replacement	\$ 127,763
Compensated Absences Fund	\$ 35,083
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$ 3,072,625</u>

The Emergency Reserve Fund Balance is \$816,655.54 (not included above).



 Jamie Goldstein, City Manager

2/27/2015

 Date



 Christine McBroom, City Treasurer

3/5⁴/2015

 Date

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79740	02/27/2015	Open			ADVANCED BLIND AND SHADE	\$98.97
	Invoice		Date	Description		Amount
	15489		02/24/2015	Blind for CM office		\$98.97
79741	02/27/2015	Open			AFLAC	\$466.76
	Invoice		Date	Description		Amount
	965421		02/13/2015	Feb 2015 Supplemental Health Ins.		\$466.76
79742	02/27/2015	Open			ALLSAFE LOCK COMPANY	\$7.31
	Invoice		Date	Description		Amount
	46964		02/19/2015	Keys-PD		\$7.31
79743	02/27/2015	Open			APTOS LANDSCAPE SUPPLY, INC.	\$40.05
	Invoice		Date	Description		Amount
	389972		02/24/2015	Sawdust		\$40.05
79744	02/27/2015	Open			ARCHIVES & ARCHITECTURE, LLC	\$1,150.00
	Invoice		Date	Description		Amount
	14-178		02/17/2015	4800 Topaz Eval, Phase One		\$1,150.00
79745	02/27/2015	Open			ARNONE, MICHAEL	\$3,184.50
	Invoice		Date	Description		Amount
	2-20-15		02/20/2015	Rispin Park Plan Development Fund 1200, CIP		\$3,184.50
79746	02/27/2015	Open			AUTOMATION TEST ASSOCIATES	\$25.00
	Invoice		Date	Description		Amount
	42072		02/22/2015	Meter Reading, Wharf Fund 1311, Wharf Fund		\$25.00
79747	02/27/2015	Open			BANK OF AMERICA	\$71.29
	Invoice		Date	Description		Amount
	Jan2015		02/20/2015	Analysis Charge, Jan 2015		\$71.29
79748	02/27/2015	Open			BAY PHOTO LAB	\$94.36
	Invoice		Date	Description		Amount
	4434362		02/16/2015	Postcard Exhibit		\$94.36
79749	02/27/2015	Open			BEN'S MOTORCYCLE WORKS	\$215.72
	Invoice		Date	Description		Amount
	2973		02/23/2015	Front tire on motor Honda NC700XC		\$215.72
79750	02/27/2015	Open			BORDEN DECAL	\$215.70
	Invoice		Date	Description		Amount
	G-82452		02/01/2015	Hang tags		\$215.70
79751	02/27/2015	Open			CALIFORNIA COAST UNIFORM CO	\$1,300.29
	Invoice		Date	Description		Amount
	3458		01/20/2015	Uniform Expense, Sandretti-PD		\$43.50
	3457		01/20/2015	Uniform Expense, Kimura-PD		\$141.27
	3468		01/21/2015	Uniform Expense, Vazquez-PD		\$199.99
	3490		01/26/2015	Uniform Expense, Explorer Martin-PD		\$206.63
	3579		02/12/2015	Uniform Expense, Rannals-PD		\$50.03
	3545		02/04/2015	Uniform Expense, Irao-PD		\$106.36

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79751(cont)	02/27/2015	Open			CALIFORNIA COAST UNIFORM CO	
	3551		02/04/2015	Uniform expense, Rannals-PD		\$321.85
	3552		02/04/2015	Uniform Expense, Valdez-PD		\$175.85
	3587		02/15/2015	Uniform Expense, Vazquez-PD		\$39.04
	3585		02/14/2015	Uniform Expense, Booth-PD		\$10.88
	3586		02/14/2015	Uniform Expense, Lippi-PD		\$4.89
79752	02/27/2015	Open			CLEAN BUILDING MAINTENANCE	\$3,069.13
	Invoice		Date	Description	Amount	
	13810		01/30/2015	Jan2015 Facilities Cleaning Fee	\$3,069.13	
				Fund 1000, Gen Fund=\$2851.63		
				Fund 1311, Wharf Fund=\$217.50		
79753	02/27/2015	Open			CLEAN SOURCE	\$1,132.46
	Invoice		Date	Description	Amount	
	1588181-01		02/10/2015	Doggie bags	\$26.93	
	1595958		02/18/2015	Cleaning supplies	\$1,105.53	
79754	02/27/2015	Open			COMMUNITY TREE SERVICE	\$4,525.00
	Invoice		Date	Description	Amount	
	3403		02/13/2015	Tree work B&V II	\$4,525.00	
79755	02/27/2015	Open			CVS PHARMACY INC.	\$69.40
	Invoice		Date	Description	Amount	
	TRN #7401		02/13/2015	Supplies-Rec	\$69.40	
79756	02/27/2015	Open			eFolder Systems	\$250.00
	Invoice		Date	Description	Amount	
	74396		01/01/2015	Email Management, Dec 2014	\$125.00	
	76074		02/01/2015	Email Management, Jan 2015	\$125.00	
				Fund 2211, IT		
79757	02/27/2015	Open			ELITE K-9 INC.	\$434.85
	Invoice		Date	Description	Amount	
	90955A		02/11/2015	Collar	\$434.85	
79758	02/27/2015	Open			FIRST ALARM	\$202.80
	Invoice		Date	Description	Amount	
	803475		02/16/2015	Community Center alarm 3/1-5/31/15	\$202.80	
79759	02/27/2015	Open			FLYERS ENERGY LLC	\$2,478.84
	Invoice		Date	Description	Amount	
	15-057879		02/17/2015	673 Gal Ethanol	\$2,129.97	
	15-057880		02/17/2015	120 Gal Diesel	\$348.87	
79760	02/27/2015	Open			GREEN LYNX LLC	\$700.00
	Invoice		Date	Description	Amount	
	2202015-Capitola		02/20/2015	Climate Action Planning Project	\$700.00	
79761	02/27/2015	Open			HOME DEPOT CREDIT SERVICES	\$70.27
	Invoice		Date	Description	Amount	
	6011611		02/17/2015	Spikes	\$70.27	
				Fund 1311, Wharf Fund		

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79762	02/27/2015	Open			INTERSTATE BATTERY SYSTEMS	\$103.04
	Invoice		Date	Description	Amount	
	450903		02/20/2015	Batteries, PD	\$103.04	
79763	02/27/2015	Open			JOBS AVAILABLE	\$312.00
	Invoice		Date	Description	Amount	
	1504007		02/10/2015	Ad for Building Inspector	\$312.00	
79764	02/27/2015	Open			KAREN NEVIS FINE ARTS	\$48.50
	Invoice		Date	Description	Amount	
	764421		02/23/2015	Tile	\$48.50	
				Fund 2210, Stores		
79765	02/27/2015	Open			KING'S CLEANERS	\$479.25
	Invoice		Date	Description	Amount	
	20150216		02/16/2015	Uniform cleaning-PD	\$479.25	
79766	02/27/2015	Open			KINGS PAINT AND PAPER INC.	\$75.10
	Invoice		Date	Description	Amount	
	A0212766		02/05/2015	Paint thinner	\$75.10	
79767	02/27/2015	Open			LEAGUE OF CALIFORNIA CITIES	\$25.00
	Invoice		Date	Description	Amount	
	20150309		02/25/2015	Mar 9 Monterey Bay Div meeting, J Bertra	\$25.00	
79768	02/27/2015	Open			LIEBERT CASSIDY WHITMORE	\$55.00
	Invoice		Date	Description	Amount	
	LCW31115		02/03/2015	Body cams webinar-Escalante	\$55.00	
79769	02/27/2015	Open			LIFE INSURANCE CO OF NA-CIGNA	\$2,162.71
	Invoice		Date	Description	Amount	
	2015-00000577		02/01/2015	Life, Disability and Accident Ins	\$2,162.71	
79770	02/27/2015	Open			MAR-KEN K-9 TRAINING CENTER	\$480.00
	Invoice		Date	Description	Amount	
	0033-15		02/16/2015	Feb 2015 K9 training	\$480.00	
79771	02/27/2015	Open			MASTER CAR WASH	\$167.00
	Invoice		Date	Description	Amount	
	Jan 2015		02/01/2015	Jan. 2015 vehicle cleaning	\$167.00	
79772	02/27/2015	Open			MID COUNTY AUTO SUPPLY	\$318.75
	Invoice		Date	Description	Amount	
	410512		01/30/2015	Parts, Pressure Washer Trailer	\$4.32	
	410505		01/30/2015	Parts, Pressure Washer Trailer	\$27.82	
	411757		02/10/2015	Parts, CSO-II	\$64.55	
	411041		02/04/2015	Shop Equipment, Fleet	\$8.41	
	411117		02/04/2015	Battery Charger, Fleet	\$104.95	
	410944		02/03/2015	Parts, KZ-1000 Motorcycle	\$29.40	
	410909		02/03/2015	Shop Supplies, Fleet	\$25.46	
	410774		02/02/2015	Shop Supplies, Fleet	\$53.84	

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79773	02/27/2015	Open			NATIVE ANIMAL RESCUE	\$571.00
	Invoice		Date	Description		Amount
	2015-00000578		02/20/2015	Community Grant, 1/2 annual award		\$571.00
79774	02/27/2015	Open			NORTH BAY FORD	\$776.97
	Invoice		Date	Description		Amount
	246449		02/11/2015	Parts, CSO-II		\$183.92
	246431		02/09/2015	Parts, PD072		\$207.82
	246338		02/06/2015	Parts, PD072		\$320.24
	246335		02/04/2015	Parts, PD072		\$64.99
79775	02/27/2015	Open			ORCHARD SUPPLY HARDWARE	\$522.97
	Invoice		Date	Description		Amount
	6007-3121707		02/02/2015	Painting supplies Rispin/Peery bridge		\$44.30
	6007-3121360		01/30/2015	Spray paint		\$3.61
	6008-3122722		02/04/2015	Misc.		\$36.89
	6011-3529718		02/04/2015	Drill		\$3.61
	6011-3529719		02/04/2015	Curb painting supplies		\$22.66
	6013-4791893		02/05/2015	Paint turnouts		\$35.08
	6013-4791903		02/05/2015	Misc.		\$40.98
	6011-3039850		02/05/2015	Misc.		\$17.52
	6011-3039895		02/05/2015	CPD water storage		\$22.71
	6009-3521483		02/05/2015	Council door repair		\$13.58
	6011-3039997		02/05/2015	Misc.		\$23.93
	6009-3521574		02/05/2015	Tarps		\$22.71
	6009-6122256		02/09/2015	Hose		\$28.92
	6013-3523213		02/10/2015	Misc. Maint Supplies		\$23.74
	6011-3521269		02/11/2015	Drain opener		\$36.15
	6011-7891636		02/13/2015	Graffiti paint		\$9.90
	6011-3039880		02/05/2015	Tool Set, Fleet		\$103.30
	070498		02/10/2015	Correct Invoice amount		\$0.06
	61118z		01/20/2015	Correct Refund amount 1/20/15		(\$0.10)
	6013-4795500		02/18/2015	Graffiti paint		\$4.53
	6010-8097212		02/18/2015	Misc. wharf stairs		\$28.89
				Fund 1000, Gen Fund=\$494.08		
				Fund 1311, Wharf Fund=\$28.89		
79776	02/27/2015	Open			PACIFIC GAS & ELECTRIC	\$13,970.67
	Invoice		Date	Description		Amount
	2015-00000580		02/13/2015	Monthly Elec		\$13,435.27
	2015-00000581		02/20/2015	Pac Cove MHP Elec and Gas		\$535.40
				Fund 1000, Gen Fund=\$4909.95		
				Fund 1300, SLESF=\$85.53		
				Fund 1310, Gas Tax=\$7213.14		
				Fund 1311, Wharf Fund=\$1762.05		
79777	02/27/2015	Open			PALACE OFFICE SUPPLIES	\$816.58
	Invoice		Date	Description		Amount
	302644		02/02/2015	Office Supplies, City Hall		\$146.96
	C300617		02/02/2015	Returned Office Supplies		(\$46.98)
	303441		02/05/2015	Office Supplies, City Hall		\$77.34
	303948		02/09/2015	Office Supplies, City Hall		\$24.09
	9122224		02/10/2015	Office Supplies, Museum		\$33.48

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79777(cont)	02/27/2015	Open			PALACE OFFICE SUPPLIES	
	9123365		02/13/2015	Misc Supplies, Museum		\$12.60
	2015-00000553		02/16/2015	Exhibit Supplies, Museum		\$21.70
	304504		02/12/2015	Office Supplies, Rec		\$27.12
	304313		02/11/2015	Office Supplies, Rec		\$123.64
	22734		02/18/2015	Desk Chair		\$389.98
	9125094		02/18/2015	Museum Display Supplies		\$67.31
	C304313		02/16/2015	Return Office Supplies		(\$30.33)
	C296710z		02/13/2015	Return Office Supplies, Rec		(\$30.33)
				Fund 1000, Gen Fund=\$178.21		
				Fund 2210, Stores=\$638.37		
79778	02/27/2015	Open			PEELLE TECHNOLOGIES INC.	\$2,202.74
	Invoice		Date	Description		Amount
	COCP2033		02/03/2015	Document Scanning		\$2,202.74
79779	02/27/2015	Open			PITNEY BOWES INC.	\$146.82
	Invoice		Date	Description		Amount
	425735		02/16/2015	Postage Meter rental-Rec		\$146.82
79780	02/27/2015	Open			PREFERRED BENEFIT INS ADMIN.	\$5,563.35
	Invoice		Date	Description		Amount
	EIA3354		02/01/2015	Feb 2014 Dental & Vision Billing		\$5,563.35
79781	02/27/2015	Open			QUILL CORPORATION	\$20.64
	Invoice		Date	Description		Amount
	8903964		12/22/2014	Name plate-PD		\$20.64
79782	02/27/2015	Open			ROBERT SEELEY & ASSOCIATES	\$120.00
	Invoice		Date	Description		Amount
	2015-008		02/06/2015	Admin Hearings, Q4 CY2014		\$120.00
79783	02/27/2015	Open			ROGERS, ANDERSON, MALODY & SCOTT, LLP	\$4,000.00
	Invoice		Date	Description		Amount
	43555		01/31/2015	Prep of Housing Successor Addendum, Ar		\$4,000.00
79784	02/27/2015	Open			SAN LORENZO LUMBER	\$283.31
	Invoice		Date	Description		Amount
	55-24514		02/17/2015	Field marking chalk		\$267.65
	56-33104		02/07/2015	Plants - CH		\$15.66
79785	02/27/2015	Open			SC OCCUPATIONAL MEDICAL CTR	\$184.00
	Invoice		Date	Description		Amount
	1-12655		01/31/2015	New Employee Physical		\$184.00
79786	02/27/2015	Open			SHARPS SOLUTIONS LLC	\$56.00
	Invoice		Date	Description		Amount
	ss17378		01/29/2015	Sharp containers		\$56.00
79787	02/27/2015	Open			SHERWIN-WILLIAMS	\$41.30
	Invoice		Date	Description		Amount
	7258-2		02/04/2015	Curb paint		\$41.30

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79788	02/27/2015	Open			SPORT ABOUT	\$151.55
	Invoice		Date	Description		Amount
	6737		02/17/2015	10 Hats, Corp Yd crew		\$151.55
79789	02/27/2015	Open			SPRINT	\$1,283.08
	Invoice		Date	Description		Amount
	974855313-158		01/30/2015	City Cell Phone Service		\$1,283.08
79790	02/27/2015	Open			STAPLES ADVANTAGE	\$218.85
	Invoice		Date	Description		Amount
	8033149619		02/07/2015	Supplies		\$218.85
79791	02/27/2015	Open			UNITED PARCEL SERVICE	\$20.30
	Invoice		Date	Description		Amount
	954791075		02/10/2015	Shipping-PD		\$9.23
	954791085		02/21/2015	Shipping-PD		\$11.07
79792	02/27/2015	Open			American River College	\$143.00
	Invoice		Date	Description		Amount
	2015-00000571		02/09/2015	Evans-PD, Traffic Collision Investigation Ti		\$143.00
79793	02/27/2015	Open			FBINAA California Chapter	\$375.00
	Invoice		Date	Description		Amount
	2015-00000574		02/23/2015	Escalante Executive Seminar		\$375.00
79794	02/27/2015	Open			Gold Coast Armory	\$4,968.76
	Invoice		Date	Description		Amount
	2015-00000569		01/29/2015	Winchester ranger		\$4,968.76
79795	02/27/2015	Open			Hilton Sacramento Arden West	\$1,024.80
	Invoice		Date	Description		Amount
	2015-00000570		02/02/2015	Hotel, Evans training-PD		\$1,024.80
79796	02/27/2015	Open			Miller, Mary Lou	\$86.40
	Invoice		Date	Description		Amount
	2002170-002		02/23/2015	Refund cr		\$86.40
79797	02/27/2015	Open			CALIF LAW ENFORCEMENT ASSOC	\$514.50
	Invoice		Date	Description		Amount
	Mar2015		02/20/2015	POA Long Term Disability-Mar2015		\$514.50
79798	02/27/2015	Open			SOQUEL CREEK WATER DISTRICT	\$482.38
	Invoice		Date	Description		Amount
	2015-00000583		02/13/2015	Semi-monthly water use (late)		\$482.38
79799	02/27/2015	Open			SANTA CRUZ COUNTY FARM BUREAU	\$45.00
	Invoice		Date	Description		Amount
	20150318		02/26/2015	Lunch Reservation, Bertrand		\$45.00
79800	02/27/2015	Open			SCC CONFERENCE & VISITORS COUN	\$31,614.66
	Invoice		Date	Description		Amount
	TMD-Q2FY14/15		02/27/2015	2nd Qtr FY14/15 TMD		\$31,614.66

Type Check Totals:

\$94,233.68

Payment Register

From Payment Date: 2/27/2015 - To Payment Date: 2/27/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
EFT						
81	02/27/2015	Open			WELLS FARGO BANK	\$7,559.00
	Invoice		Date	Description		Amount
	Jan2015		02/03/2015	Jan 2015 Cr Card Charges		\$7,559.00
				Fund 1000, Gen Fund=\$5321.99		
				Fund 1300, SLESF=\$684.57		
				Fund 1320, PEG=\$1527.49		
				Fund 2210, Stores=\$24.95		
82	02/27/2015	Open			CalPERS Member Services Division	\$59,825.48
	Invoice		Date	Description		Amount
	2015-00000579		02/20/2015	PERS for 2/20/15 pay Date		\$59,825.48
Type EFT Totals:						\$67,384.48
CITY - Main City Totals						

Checks	Count	saction Amount	Reconciled Amount
	61	\$94,233.68	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	61	\$94,233.68	\$0.00

EFTs	Count	saction Amount	Reconciled Amount
	2	\$67,384.48	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	2	\$67,384.48	\$0.00

All	Count	saction Amount	Reconciled Amount
	63	\$161,618.16	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	63	\$161,618.16	\$0.00

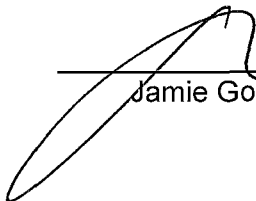
Checks dated 3/6/15 numbered 79801 to 79836 for a total of \$123,686.96 plus five EFT for \$110,771.30 have been reviewed and authorized for distribution by the City Manager

As of 3/6/15 the unaudited cash balance is \$3,053,677

CASH POSITION - CITY OF CAPITOLA 3/6/15

	<u>Net Balance</u>
General Fund	\$ 872,290
Contingency Reserve Fund	\$ 1,712,646
Worker's Comp. Ins. Fund	\$ 139,807
Self Insurance Liability Fund	\$ 47,660
Stores Fund	\$ 9,230
Information Technology Fund	\$ 125,422
Equipment Replacement	\$ 111,540
Compensated Absences Fund	\$ 35,083
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,053,677

The Emergency Reserve Fund Balance is \$816,655.54 (not included above).



 Jamie Goldstein, City Manager

3/6/2015

 Date

 Christine McBroom, City Treasurer

 Date

City Payments Issued 3/6/15

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79801	03/06/2015 Invoice inv00018784	Open	Date 02/28/2015	Description July - Dec 2014 redlight camera	AMERICAN TRAFFIC SOLUTIONS, INC	\$47,146.42
79802	03/06/2015 Invoice 31732-31733	Open	Date 01/31/2015	Description Jan 2015 Legal Services	ATCHISON, BARISONE, & CONDOTTI	\$14,425.68
79803	03/06/2015 Invoice 345204619885	Open	Date 01/23/2015	Description Balance due	BANK OF AMERICA	\$252.43
79804	03/06/2015 Invoice 4416139	Open	Date 02/05/2015	Description Museum Display Exp	BAY PHOTO LAB	\$184.55
79805	03/06/2015 Invoice 2015-00000588	Open	Date 03/04/2015	Description POA Dues 3/6/15 PayDate	CAPITOLA PEACE OFFICERS ASSOC.	\$1,557.50
79806	03/06/2015 Invoice 3377-Mar2015	Open	Date 03/02/2015	Description Internet Access, Feb-Mar2015 Fund 1000, GenFund=\$590.04 Fund 2211, IT=\$1862.55	Charter Communications	\$2,452.59
79807	03/06/2015 Invoice Jan2015	Open	Date 03/02/2015	Description Jan 2015 Drinking Water, All Sites	CRYSTAL SPRINGS WATER CO.	\$261.00
79808	03/06/2015 Invoice 32	Open	Date 03/02/2015	Description Feb 2015 Contract Services	ED MORRISON	\$2,500.00
79809	03/06/2015 Invoice CASAT29439	Open	Date 02/12/2015	Description Shop Supplies, Fleet	FASTENAL COMPANY	\$22.51
79810	03/06/2015 Invoice 2-944-84200	Open	Date 02/20/2015	Description Jan-Feb2015 Shipping	FEDERAL EXPRESS	\$265.26
79811	03/06/2015 Invoice 15-058903 15-058904	Open	Date 02/20/2015 02/20/2015	Description 265 Gal Ethanol 100 Gal Diesel	FLYERS ENERGY LLC	\$1,087.58
79812	03/06/2015 Invoice ST3911	Open	Date 03/04/2015	Description Motor 2014 Honda, replacement Fund 2212, Equip Replacement	HOLLISTER HONDA	\$16,223.50

City Payments Issued 3/6/15

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79813	03/06/2015	Open			HOME DEPOT CREDIT SERVICES	\$973.25
	Invoice		Date	Description		Amount
	W339287793		01/31/2015	Lights		\$1,060.21
	W339287793CR		02/26/2015	Return Lights		(\$86.96)
				Fund 1320, PEG		
79814	03/06/2015	Open			INTERSTATE BATTERY SYSTEMS OF SJ	\$1,191.47
	Invoice		Date	Description		Amount
	50246866		02/06/2015	Batteries, Comm Ctr, Gem, and City Vehic		\$1,191.47
79815	03/06/2015	Open			LAURENT, LARRY	\$109.62
	Invoice		Date	Description		Amount
	20150210		03/02/2015	Travel Exp, PARMA Conference		\$109.62
79816	03/06/2015	Open			LINDA FRIDY	\$230.80
	Invoice		Date	Description		Amount
	20150227		03/02/2015	Reimb Training Expense, CCAC		\$230.80
79817	03/06/2015	Open			McMENAMIN, GEORGE	\$807.19
	Invoice		Date	Description		Amount
	Riparian 31		03/04/2015	Riparian Restoration FY 14/15		\$807.19
79818	03/06/2015	Open			MID COUNTY AUTO SUPPLY	\$75.46
	Invoice		Date	Description		Amount
	411701		02/10/2015	Shop Supplies, Fleet		\$6.04
	411591		02/09/2015	Fleet Supply		\$17.35
	411387		02/06/2015	Fleet Supply		\$50.13
	411206		02/05/2015	Tools, Fleet		\$1.94
79819	03/06/2015	Open			NORTH BAY FORD	\$92.54
	Invoice		Date	Description		Amount
	246153		02/17/2015	Buckle Assy, PD141		\$92.54
79820	03/06/2015	Open			ORCHARD SUPPLY HARDWARE	\$105.13
	Invoice		Date	Description		Amount
	6007-8312073		02/20/2015	9V batteries-PD		\$20.64
	6011-4793234		02/21/2015	Museum Display Expenses		\$33.19
	6011-6123594		02/23/2015	Drain opener		\$10.32
	131903		02/05/2015	Parts, F-350 PW Flatbed		\$40.98
79821	03/06/2015	Open			OSUNA AUTO ELECTRIC	\$417.99
	Invoice		Date	Description		Amount
	12033		02/18/2015	72V Motor, GEM Elec Vehicle		\$417.99
79822	03/06/2015	Open			OUTDOOR WORLD	\$1,807.29
	Invoice		Date	Description		Amount
	31507		02/24/2015	Uniform pants-PW		\$1,807.29
79823	03/06/2015	Open			PIVOT INTERIORS INC.	\$6,488.72
	Invoice		Date	Description		Amount
	301652		02/18/2015	Community Room Furniture		\$6,488.72
				Fund 1200, CIP		

City Payments Issued 3/6/15

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79824	03/06/2015	Open			PLAN REVIEW CONSULTANTS INC	\$12,780.00
	Invoice		Date	Description		Amount
	15-003		03/02/2015	Feb 2015 Bldg Insp Contract Services		\$12,780.00
79825	03/06/2015	Open			PREFERRED BENEFIT INSURANCE	\$4,445.65
	Invoice		Date	Description		Amount
	EIA13100		01/01/2015	Dec 2014 Dental & Vision Claims Pd		\$4,445.65
79826	03/06/2015	Open			RENNE SLOAN HOLTZMAN SAKAI	\$753.50
	Invoice		Date	Description		Amount
	27238		01/31/2015	Legal Council, Personnel Issues (PERS)		\$357.00
	27246		01/31/2015	Legal Council, 2015 Pension Cost Sharing		\$396.50
79827	03/06/2015	Open			SAN LORENZO LUMBER	\$177.37
	Invoice		Date	Description		Amount
	55-26515		02/25/2015	Wharf stairs		\$177.37
				Fund 1311, Wharf Fund		
79828	03/06/2015	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$810.55
	Invoice		Date	Description		Amount
	2015-00000587		02/12/2015	WATER BILLS FOR STREET MEDIANS		\$810.55
79829	03/06/2015	Open			TOTLCOM	\$225.00
	Invoice		Date	Description		Amount
	230458		02/05/2015	Relocate Extensions		\$225.00
				Fund 2211, IT		
79830	03/06/2015	Open			US BANCORP EQUIPMENT FINANCE	\$98.97
	Invoice		Date	Description		Amount
	272792318		02/19/2015	Contract 500-0332356-000, Canon IR1750		\$98.97
79831	03/06/2015	Open			US BANK PARS	\$281.04
	Invoice		Date	Description		Amount
	2015-00000589		03/04/2015	PARS Contribution, 3/6/15 Pay Date		\$281.04
79832	03/06/2015	Open			Blanchette, Terry	\$180.00
	Invoice		Date	Description		Amount
	2002173-002		03/03/2015	class refund		\$180.00
79833	03/06/2015	Open			DAVID SHOAF	\$69.55
	Invoice		Date	Description		Amount
	2015-00000594		03/02/2015	Museum Exp: Volunteer lunch & Training		\$69.55
79834	03/06/2015	Open			JIM TURCOTTE	\$96.85
	Invoice		Date	Description		Amount
	20150117		03/04/2015	Refund Fed and State Tax Paid on Work C		\$96.85
79835	03/06/2015	Open			Shelton, Michelle	\$90.00
	Invoice		Date	Description		Amount
	1024432-002		03/03/2015	class refund		\$90.00
79836	03/06/2015	Open			PETALUMA SIGN	\$5,000.00
	Invoice		Date	Description		Amount
	20		03/05/2015	Progress Payment, Mural		\$5,000.00
				Fund 1315, Public Art		

Type Check Totals:

\$123,686.96

City Payments Issued 3/6/15

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
EFT						
80	03/06/2015	Open			CalPERS Health Insurance	\$61,765.00
	Invoice		Date	Description		Amount
	2015-00000568		02/20/2015	Group Health, Mar2015		\$61,765.00
83	03/06/2015	Open			EMPLOYMENT DEVELOPMENT DEPT	\$6,049.25
	Invoice		Date	Description		Amount
	2015-00000590		03/04/2015	State Tax Deposit, 3/6/15		\$6,049.25
84	03/06/2015	Open			INTERNAL REVENUE SERVICE	\$24,540.95
	Invoice		Date	Description		Amount
	2015-00000592		03/04/2015	Federal Tax Deposit, 3/6/15 Pay Date		\$24,540.95
85	03/06/2015	Open			STATE DISBURSEMENT UNIT	\$1,075.81
	Invoice		Date	Description		Amount
	2015-00000593		03/04/2015	Garnishments, 3/6/15 Pay Date		\$1,075.81
86	03/06/2015	Open			ICMA RETIREMENT TRUST 457	\$17,340.29
	Invoice		Date	Description		Amount
	40935166		03/04/2015	457 Contribution for 3/6/15 Pay Date		\$17,340.29

Type EFT Totals: \$110,771.30

CITY - Main City Totals

Checks	Count	saction Amount	Reconciled Amount
	36	\$123,686.96	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	36	\$123,686.96	\$0.00
EFTs	Count	saction Amount	Reconciled Amount
	5	\$110,771.30	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	5	\$110,771.30	\$0.00
All	Count	saction Amount	Reconciled Amount
	41	\$234,458.26	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	41	\$234,458.26	\$0.00

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Checks dated 3/13/15 numbered 79837 to 79886 for a total of \$40,759.36.36 plus one EFT for \$58,650.23 have been reviewed and authorized for distribution by the City Manager

As of 3/13/15 the unaudited cash balance is \$2,747,230

CASH POSITION - CITY OF CAPITOLA 3/13/15

	<u>Net Balance</u>
General Fund	\$ 568,639
Contingency Reserve Fund	\$ 1,712,646
Worker's Comp. Ins. Fund	\$ 139,807
Self Insurance Liability Fund	\$ 47,660
Stores Fund	\$ 9,091
Information Technology Fund	\$ 122,765
Equipment Replacement	\$ 111,540
Compensated Absences Fund	\$ 35,083
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$ 2,747,230</u>

The Emergency Reserve Fund Balance is \$816,655.54 (not included above).



 Jamie Goldstein, City Manager

3/13/2015

 Date

 Christine McBroom, City Treasurer

 Date

Payment Register

From Payment Date: 3/9/2015 - To Payment Date: 3/13/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79837	03/13/2015 Invoice 46990	Open	Date 03/05/2015	Description Keys for motors	ALLSAFE LOCK COMPANY	\$8.66
79838	03/13/2015 Invoice 117911	Open	Date 02/24/2015	Description Field marking paint-Rec	ANTHEM SPORTS	\$323.25
79839	03/13/2015 Invoice 20150219	Open	Date 02/19/2015	Description Review 113 Oakland Ave	ARCHIVES & ARCHITECTURE, LLC	\$625.00
79840	03/13/2015 Invoice 6254928	Open	Date 02/13/2015	Description Monthly Telephone and T-1 service Fund 1000, Gen Fund=\$1327.29 Fund 2211, IT=\$285.66	AT&T/CALNET 2	\$1,612.95
79841	03/13/2015 Invoice 322466	Open	Date 03/03/2015	Description Starter rope	B & B SMALL ENGINE REPAIR	\$6.27
79842	03/13/2015 Invoice 4437076	Open	Date 02/17/2015	Description Museum Display Expense	BAY PHOTO LAB	\$28.60
79843	03/13/2015 Invoice 341960	Open	Date 02/10/2015	Description Smog & Alignment, PD072, '07 Crown Vic	BOBBY'S PIT STOP INC.	\$152.75
79844	03/13/2015 Invoice 74463	Open	Date 02/11/2015	Description VIP plaque	BRINKS AWARDS & SIGNS	\$97.88
79845	03/13/2015 Invoice 135354	Open	Date 02/17/2015	Description Parking Meter Service	CALE AMERICA INC.	\$1,009.33
79846	03/13/2015 Invoice Sullivan	Open	Date 03/09/2015	Description Membership, M Sullivan	CALIF SOCIETY OF MUNICIPAL FINANCE OFF	\$110.00
79847	03/13/2015 Invoice 27900011	Open	Date 03/09/2015	Description Recreation Brochure Printing for FY14/15	CASEY PRINTING	\$4,725.07
79848	03/13/2015 Invoice QP45747	Open	Date 11/06/2014	Description Software Upgrade Fund 2211, IT	CDW GOVERNMENT INC.	\$1,710.00
79849	03/13/2015 Invoice 1358	Open	Date 02/28/2015	Description Urban Watch 14-15	COASTAL WATERSHED COUNCIL	\$1,883.40

Payment Register

From Payment Date: 3/9/2015 - To Payment Date: 3/13/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	1356		02/28/2015	First Flush 02/01-02/28/15		\$306.50
	1357		02/28/2015	NPDES Public Education & Outreach FY 1		\$743.40
79850	03/13/2015	Open			ELEVATOR SERVICE COMPANY, INC.	\$165.00
	Invoice		Date	Description		Amount
	3274		03/01/2015	Quarterly lube and inspection		\$165.00
79851	03/13/2015	Open			EWING IRRIGATION	\$75.52
	Invoice		Date	Description		Amount
	9286677		02/27/2015	Tree stakes B&V II		\$75.52
79852	03/13/2015	Open			FERRASCI-HARP, AMY	\$962.50
	Invoice		Date	Description		Amount
	45		03/09/2015	Feb 2015 Marketing Services Fund 1321, BIA		\$962.50
79853	03/13/2015	VOID			FIBERLINK COMMUNICATIONS CORP.	\$0.00
	Invoice		Date	Description		Amount
	13323		02/18/2015	Cust No 1031221, MaaS360 MDM Annual Fund 2211, IT		\$2,400.00
79854	03/13/2015	Open			FLYERS ENERGY LLC	\$2,031.90
	Invoice		Date	Description		Amount
	15-062440		02/27/2015	525 Gal Ethanol		\$1,710.24
	15-062463		02/27/2015	107 Gal Diesel		\$321.66
79855	03/13/2015	Open			HOME DEPOT CREDIT SERVICES	\$385.16
	Invoice		Date	Description		Amount
	5222350		02/18/2015	Wharf hardware		\$207.08
	0222457		02/23/2015	Wharf stairs		\$112.36
	0023048		02/23/2015	Deck screws Fund 1311, Wharf Fund		\$65.72
79856	03/13/2015	Open			HYDROSCIENCE ENGINEERS INC.	\$567.50
	Invoice		Date	Description		Amount
	33105002		02/05/2015	Stormwater Services, Jan 2015		\$567.50
79857	03/13/2015	Open			KATHY D'ANGELO	\$20.00
	Invoice		Date	Description		Amount
	V-02182015		02/19/2015	Harry Hooper DVD's		\$20.00
79858	03/13/2015	Open			KBA Docusys Inc.	\$83.48
	Invoice		Date	Description		Amount
	320954		02/18/2015	Contract C12162-01, Copier Maintenance Fund 2211, IT		\$83.48
79859	03/13/2015	Open			LIUNA PENSION FUND	\$748.80
	Invoice		Date	Description		Amount
	2015-00000576		02/27/2015	LIUNA Pension Dues-Feb2015		\$748.80
79860	03/13/2015	Open			LOOMIS	\$399.92
	Invoice		Date	Description		Amount
	11577638		02/28/2015	Armored car service		\$399.92
79861	03/13/2015	Open			MID COUNTY AUTO SUPPLY	\$207.84
	Invoice		Date	Description		Amount
	412496		02/17/2015	Auto parts ,PD081		\$195.93

Payment Register

From Payment Date: 3/9/2015 - To Payment Date: 3/13/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	412510		02/17/2015	Parts, PD Units		\$11.91
79862	03/13/2015 Invoice 86512	Open	Date 03/05/2015	Description Records Mgmt: Mar Storage, Feb Handling	MILLER'S TRANSFER & STORAGE CO.	\$247.15 \$247.15
79863	03/13/2015 Invoice Jan2015	Open	Date 02/13/2015	Description Mat, Mop, & PW Uniform cleaning, Jan15	MISSION LINEN SUPPLY	\$992.55 \$992.55
79864	03/13/2015 Invoice 36422	Open	Date 02/28/2015	Description Q3 2014 Sales Tax Reporting	MUNISERVICES LLC	\$1,209.62 \$1,209.62
79865	03/13/2015 Invoice 6013-4795227 6007-7852796 6007-7852831 6009-1145453 6009-1145454 6007-3522986 6011-3033887 6007-1443245 6011-3523968 60133527720 6011-3032895	Open	Date 02/17/2015 02/23/2015 02/23/2015 02/24/2015 02/24/2015 02/24/2015 02/24/2015 02/24/2015 02/25/2015 02/25/2015 02/25/2015 02/27/2015 02/19/2015	Description Brooms Wrench Plumbing supplies Drain opener and sewer snake CPD Misc.bits Wharf stairs Wharf stairs Saw blades Miter saw Misc. 15c-00398 1099 38th Ave #39 Fund 1000, Gen Fund=\$620.13 Fund 1311, Wharf Fund=\$152.48	ORCHARD SUPPLY HARDWARE	\$772.61 \$18.57 \$25.82 \$40.75 \$35.09 \$42.33 \$48.03 \$43.55 \$45.45 \$413.24 \$40.24 \$19.54
79866	03/13/2015 Invoice 9125159 306204 9126439 306299 306615	Open	Date 02/18/2015 02/24/2015 02/25/2015 02/25/2015 02/26/2015	Description Easel for meetings Office Supplies, City hall Misc Supplies, Museum Office Supplies, City Hall Office supplies-PD Fund 1000, Gen Fund=\$208.14 Fund 2210, Stores=\$138.84	PALACE OFFICE SUPPLIES	\$346.98 \$98.61 \$116.24 \$34.18 \$22.60 \$75.35
79867	03/13/2015 Invoice EIA13614	Open	Date 03/01/2015	Description Mar 2015 Dental & Vision	PREFERRED BENEFIT INS ADMIN.	\$10,666.14 \$10,666.14
79868	03/13/2015 Invoice 88822	Open	Date 02/20/2015	Description Business License Envelopes	PRINTING SYSTEMS, INC.	\$158.19 \$158.19
79869	03/13/2015 Invoice 19623 0019623-in	Open	Date 02/18/2015 02/18/2015	Description City Maps, BIA (Partial Inv) Maps, PD Fund 1000, Gen Fund=\$72.35 Fund 1321, BIA=\$1012.98	PRINTWORX	\$1,085.33 \$1,012.98 \$72.35
79870	03/13/2015	Open			SAN LORENZO LUMBER	\$1,064.39

Payment Register

From Payment Date: 3/9/2015 - To Payment Date: 3/13/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
	Invoice		Date	Description		Amount
	55-24768		02/18/2015	Wharf stairs		\$370.52
	55-24785		02/18/2015	Wharf stairs		\$121.53
	55-25148		02/19/2015	Wharf stairs		\$145.13
	55-25456		02/20/2015	Wharf stairs		\$14.56
	55-25912		02/23/2015	Wharf stairs		\$87.08
	55-25919		02/23/2015	Wharf stairs		\$227.13
	55-26347		02/24/2015	Wharf stairs		\$98.44
				Fund 1311, Wharf Fund		
79871	03/13/2015	Open			SANTA CRUZ APTOS AUTO TOWING	\$192.00
	Invoice		Date	Description		Amount
	4260		02/07/2015	15c-00293 tow for evidence		\$192.00
79872	03/13/2015	Open			SCC INFORMATION SERVICES	\$521.99
	Invoice		Date	Description		Amount
	SCAN-Mar15		02/24/2015	March 2015 open query scan		\$521.99
79873	03/13/2015	Open			SANTA CRUZ SENTINEL	\$226.50
	Invoice		Date	Description		Amount
	2040516-Feb15		02/28/2015	Feb2015 Planning Com. Public Hearing Ac		\$226.50
79874	03/13/2015	Open			SANTA CRUZ SENTINEL	\$943.04
	Invoice		Date	Description		Amount
	854422		02/28/2015	Employment Ads REC		\$943.04
79875	03/13/2015	Open			STATE STEEL COMPANY	\$208.34
	Invoice		Date	Description		Amount
	121489		02/23/2015	Steel for Wharf Project		\$208.34
79876	03/13/2015	Open			SUMMIT UNIFORM CORP	\$6.53
	Invoice		Date	Description		Amount
	20263		02/04/2015	Uniform Exp, Booth-PD		\$6.53
79877	03/13/2015	Open			UNITED PARCEL SERVICE	\$32.40
	Invoice		Date	Description		Amount
	954791095		02/28/2015	Shipping-PD		\$32.40
79878	03/13/2015	Open			UNIVERSAL STAFFING INC.	\$480.00
	Invoice		Date	Description		Amount
	98554		02/10/2015	Finance Contract Support		\$480.00
79879	03/13/2015	Open			WATSONVILLE BLUEPRINT	\$798.59
	Invoice		Date	Description		Amount
	51407		03/02/2015	File Scanning Services		\$737.81
	51275		02/23/2015	prints + scan		\$60.78
79880	03/13/2015	Open			WESTERN TREE NURSERY INC.	\$314.83
	Invoice		Date	Description		Amount
	385653		02/24/2015	B&V II trees		\$314.83
79881	03/13/2015	Open			Big Brother Big Sister	\$100.00
	Invoice		Date	Description		Amount
	1024286-002		03/09/2015	Security deposit refund		\$100.00

Payment Register

From Payment Date: 3/9/2015 - To Payment Date: 3/13/2015

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
79882	03/13/2015 Invoice 2015-00000598	Open			Cristando House	\$279.00
			Date	Description		Amount
			03/10/2015	Hernandez POST Training-PD		\$279.00
79883	03/13/2015 Invoice 2002136-002	Open			Schwedner, Diane	\$77.40
			Date	Description		Amount
			03/09/2015	Class refund		\$77.40
79884	03/13/2015 Invoice 15-017	Open			STEPHEN HOWES	\$500.00
			Date	Description		Amount
			03/09/2015	Refund Tree Removal Deposit, 901 Lawrei		\$500.00
79885	03/13/2015 Invoice 20150310	Open			TED BURKE	\$395.00
			Date	Description		Amount
			03/10/2015	Reimb Co-Op Advertising Fund 1321, BIA		\$395.00
79886	03/13/2015 Invoice 13323-2	Open			FIBERLINK COMMUNICATIONS CORP.	\$1,200.00
			Date	Description		Amount
			03/13/2015	MaaS360 MDM Annual Renewal		\$1,200.00

Type Check Totals: **\$40,759.36**

EFT

89	03/11/2015 Invoice 2015-00000597	Open			CalPERS Member Services Division	\$58,650.23
			Date	Description		Amount
			03/06/2015	PERS for 3/6/15 Pay Date		\$58,650.23

Type EFT Totals: **\$58,650.23**

CITY - Main City Totals

Checks	Count	saction Amount	Reconciled Amount
	49	\$40,759.36	\$0.00
	0	\$0.00	\$0.00
	1	\$2,400.00 VOID	\$0.00
	0	\$0.00	\$0.00
	50	\$43,159.36	\$0.00
EFTs	Count	saction Amount	Reconciled Amount
	1	\$58,650.23	\$0.00
	0	\$0.00	\$0.00
	0	\$0.00	\$0.00
	1	\$58,650.23	\$0.00
All	Count	saction Amount	Reconciled Amount
	50	\$99,409.59	\$0.00
	0	\$0.00	\$0.00
	1	\$2,400.00	\$0.00
	0	\$0.00	\$0.00
	50	\$101,809.59	\$0.00



CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: OFFICE OF THE CITY CLERK

SUBJECT: ORDINANCE AMENDING CHAPTER 8.38 (SMOKING REGULATIONS) OF THE CAPITOLA MUNICIPAL CODE TO ESTABLISH REGULATIONS FOR ELECTRONIC CIGARETTES [2ND READING]

RECOMMENDED ACTION: Adopt the proposed Ordinance amending Chapter 8.38 (Smoking Regulations) of the Capitola Municipal Code to establish regulations for electronic cigarettes [2nd Reading].

BACKGROUND: The draft Ordinance amending Chapter 8.38 of the Capitola Municipal Code to establish regulations for electronic cigarettes. The City Council approved the first reading of this Ordinance at the Council meeting held on March 26, 2015.

The proposed Ordinance is before the City Council for its second reading and final adoption. If adopted, the Ordinance will take effect in thirty (30) days.

FISCAL IMPACT: None

ATTACHMENTS:

1. Proposed Ordinance

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded
By City Manager 

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ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF CAPITOLA AMENDING
CHAPTER 8.38 SMOKING REGULATIONS OF THE CAPITOLA MUNICIPAL CODE
TO ESTABLISH REGULATIONS FOR ELECTRONIC CIGARETTES**

WHEREAS, the City Council of the City of Capitola does hereby find, determine and declare as follows:

- A. That electronic smoking devices, commonly known as "electronic cigarettes," "e-cigarettes," "e-cigars," "e-cigarillos," "e-pipes," "e-hookahs," "electronic nicotine delivery systems," etc., are battery operated devices designed to deliver nicotine, flavor, and/or other substances through a vapor inhaled by the user; and
- B. That the use of electronic smoking devices has increased significantly in recent years, as evidenced by the fact that:
- Between 2011 and 2012 the percentage of all youth in grades 6 to 12 who had tried electronic smoking devices doubled;²
 - 6.8% of all youth between 6th and 12th grade report trying electronic smoking devices;³
 - 10% of high school students have tried electronic smoking devices;⁴
 - 9.3% of youth who have used electronic smoking devices have never smoked conventional cigarettes;⁵
 - Between 2010 and 2011, rates of both awareness and use of unregulated electronic smoking devices by adults also increased significantly; and
- C. That existing studies on electronic smoking devices' vapor emissions and cartridge contents have found a number of dangerous substances including:
- Chemicals known to the State of California to cause cancer⁶ such as formaldehyde, acetaldehyde, lead, nickel, and chromium;^{7, 8}
 - PM_{2.5}, acrolein, tin, toluene, and aluminum,^{9, 10, 11, 12} which are associated with a range of negative health effects such as skin, eye, and respiratory irritation,^{13, 14, 15, 16} neurological effects,¹⁷ damage to reproductive systems,¹⁸ and even premature death from heart attacks and stroke;¹⁹
 - Inconsistent labeling of nicotine levels in electronic smoking device products;²⁰ and
 - In one instance, diethylene glycol, an ingredient used in antifreeze and toxic to humans;²¹ and
- D. That case studies have concluded that exposure to vapor from electronic smoking devices may cause passive or secondhand vaping; and

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- E. That some cartridges used by electronic smoking devices can be re-filled with liquid nicotine solution, creating the potential for exposure to dangerous concentrations of nicotine, and as a result:
- Poisonings from electronic smoking devices have increased dramatically in the last three and half years from "one [a month] in September 2010 to 215 a month in February 2014; and
 - Analysis of reports of poisonings from electronic smoking devices finds that calls reporting exposure to electronic smoking devices are much more likely to involve adverse health effects when compared to calls reporting exposure to conventional cigarettes;²² and
- F. That studies about the safety and efficacy of these products have not been submitted to the FDA for the over 400 brands of electronic smoking devices that are on the market and for this reason, consumers currently have no way of knowing:
- Whether electronic smoking devices are safe;
 - What types or concentrations of potentially harmful chemicals the products contain; and
 - What dose of nicotine the products deliver; and
- G. That the World Health Organization has strongly advised consumers against the use of electronic smoking devices until they are deemed safe, and effective and of acceptable quality by a competent national regulatory body"; and
- H. That the World Medical Association has determined that electronic smoking devices "are not comparable to scientifically-proven methods of smoking cessation" and that "neither their value as therapeutic aids for smoking cessation nor their safety as cigarette replacements is established"; and
- I. That the State of California's Tobacco Education and Research Oversight Committee (TEROC) "opposes the use of e-cigarettes in all areas where other tobacco products are banned."
- J. That a study published in the Journal of Environmental and Public Health suggests that electronic smoking devices "may have the capacity to 're-normalize' tobacco use in a demographic that has had significant denormalization of tobacco use previously"; and
- K. That electronic smoking devices often mimic conventional tobacco products in shape, size, and color, with the user exhaling a smoke-like vapor similar in appearance to the exhaled smoke from cigarettes and other conventional tobacco products; and
- L. That the use of electronic smoking devices in smoke free locations threatens to undermine compliance with smoking regulations and reverse the progress that has been made in establishing a social norm that smoking is not permitted in public places and places of employment;

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M. That over 59 jurisdictions within California require retailers to obtain a license to sell electronic smoking devices and at least 44 local jurisdictions in California prohibit the use of electronic smoking devices in specific locations.

NOW, THEREFORE BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA AS FOLLOWS:

Section 1. Chapter 18.38 SMOKING REGULATIONS of the Title 18

Chapter 8.38 SMOKING REGULATIONS Title 18 HEALTH AND SAFETY of the Capitola Municipal Code is hereby amended to read as follows:

**"Chapter 8.38
SMOKING REGULATIONS**

Sections:

- 8.38.010 Findings.
- 8.38.020 Purpose.
- 8.38.030 Definitions.
- 8.38.040 Application of chapter to city facilities.
- 8.38.050 Prohibition of smoking in indoor public places.
- 8.38.06055 Prohibition of smoking in outdoor public places.
- 8.38.0760 Smoking prohibited in certain places.
- 8.38.0870 More restrictive private rules allowed.
- 8.38.0980 Smoking policy in places of employment.
- 8.38.1090 —Retaliation against persons exercising rights under chapter provisions.
- 8.38.1100 Where smoking is not regulated.
- 8.38.1210 Posting of signs.
- 8.38.131220 Regulating the sale of tobacco products.
- 8.38.1420 Enforcement.
- 8.38.1530 Violations and penalties.
- 8.38.1640 Other applicable laws.

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8.38.010 Findings.

The city council of the city of Capitola finds that:

A. Numerous studies have found that tobacco smoke is a major contributor to indoor air pollution and that breathing secondhand smoke is a cause of disease in nonsmokers; and

B. The U.S. Environmental Protection Agency has classified secondhand smoke as a carcinogen for which there is no safe level of exposure. At special risk are children, elderly people, individuals with cardiovascular disease, and individuals with impaired respiratory function, including asthmatics and those with obstructive airway disease; and

C. Health hazards induced by breathing secondhand smoke include lung cancer, heart disease, respiratory infection, decreased respiratory function, bronchoconstriction and bronchospasm.

8.38.020 Purpose.

The city council of the city of Capitola declares that the purposes of the ordinance codified in this chapter are:

A. To protect the public health, safety and welfare by prohibiting smoking in public places and work places; and

B. To guarantee the right of nonsmokers to breathe smoke-free air shall have priority over the desire to smoke; and

C. To make the public aware of hazards of secondhand smoke.

8.38.030 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

A. "Business" means any sole proprietorship, partnership, joint venture, corporation or other business entity formed for profit-making purposes, including retail establishments where goods or services are sold as well as professional corporations and other entities where legal, medical, dental, engineering, architectural or other professional services are delivered.

B. "City health officer" means the director of the county health department or designee serving as the city's health officer.

C. ~~"E-Cigarette" means any electronically or battery operated device, often shaped like a cigarette, containing a nicotine-based liquid, sometimes flavored, that is vaporized and inhaled, and which is used to simulate the experience of smoking tobacco or other combustible substances. means an~~

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electronic smoking device which can be used to deliver an inhaled dose of nicotine or other substances, including any component, part, or accessory of such a device, whether or not sold separately. "E-Cigarette" includes any such electronic smoking device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other product name or descriptor.

- D. "Employee" means any person who is employed or retained as an independent contractor by any employer in consideration for direct or indirect monetary wages or profit, and any person who volunteers his or her services to a nonprofit entity.
- E. "Employer" means any person, partnership, corporation, public agency or nonprofit entity, which employs the services of one or more individual persons.
- F. "Enclosed area," for purposes of Section 8.38.050, which prohibits smoking in enclosed public places and Section 8.38.030 which means an area substantially surrounded by a combination of walls, windows, doors, partitions or other architectural feature which significantly prevent smoke from escaping into the open air.
- G. "Nonprofit entity" means any corporation, unincorporated association or other entity created for charitable, philanthropic, educational, charter building, political, social or other similar purposes, the net proceeds from the operations of which are committed to the promotion of the objects or purposes of the organization and not to private financial gain. A public agency is not a nonprofit entity within the meaning of this subsection.
- H. "Place of employment" means any enclosed area under the control of a public or private employer which employees normally frequent during the course of employment, including, but not limited to, work areas, employee lounges and restrooms, conference rooms and classrooms, employee cafeterias and hallways. A private residence is not a place of employment unless it is used as a child care, health care, board and care, or community foster care facility.
- I. "Public libraries" means any public library maintained and operated within the city of Capitola.
- J. "Public place" means any area to which the public is invited or in which the public is permitted, including, but not limited to, banks, educational facilities, places of employment, health facilities, laundromats, public transportation facilities, reception areas, restaurants, retail food production and marketing establishments, retail service establishments, retail stores, theaters and waiting rooms. A private residence is not a public place.
- K. "Reasonable distance" means a distance that ensures that occupants of an area in which smoking is prohibited are not exposed to secondhand smoke

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created by smokers outside the area. This distance shall be a minimum of twenty feet.

L. "Restaurant" means any coffee shop, cafeteria, sandwich stand, private or public school cafeteria, outdoor dining areas, and any other eating establishment which gives or offers for sale food to the public, guests or employees; any kitchen in which food is prepared on the premises for serving elsewhere, including catering facilities. The term "restaurant" shall not include a cocktail lounge or tavern if said cocktail lounge or tavern is a "stand alone bar" as defined in this section.

M. "Retail tobacco store" means a retail store where the majority of its sales are from tobacco products and smoking accessories and in which the sale of other products is merely incidental.

N. "Right-of-way" means any portion of the street, sidewalk or adjacent public property, over which people and goods have the right to pass or travel.

O. "Schools" means any public or private pre-school, elementary, middle, junior high or high school within the city of Capitola.

P. "Service line" means any indoor or outdoor line at which one or more persons are waiting for or receiving service of any kind, whether or not such service involves the exchange of money.

Q. "Smoking" means ~~inhaling, exhaling, burning, operating or carrying any lighted, heated or ignited or operating cigar, cigarette, e-cigarette, e-cigarette, weed, plant or other combustible or vaporized substance in any manner or in any form, cigarillo, pipe, hookah, or any plant product intended for human inhalation.~~

R. "Sports arena" means auditoriums where sporting events are conducted from time to time; gymnasiums; health spas; indoor or outdoor swimming pools, skating rinks; bowling hallways; and other similar places where members of the general public assemble either to engage in physical exercise, participate in athletic competition, or witness sporting events.

S. "Stand alone bar" means an area in which: (1) the serving of alcoholic beverages for consumption by patrons on the premises is its primary purpose; (2) persons under the age of twenty-one are not permitted on the premises; and (3) serves no food but snack-type foods. A "stand alone bar" for the purpose of this chapter does not include any bar which is structurally part of a building also hosting other business operations, unless it is physically separate from other uses in the same building and has a separate ventilating system ventilating directly to the outside of the building. "Physically separate" means separated (except for doors and windows left closed during business hours) by durable, smoke impervious materials from other areas (except open air areas) of the same structure.

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T. "Tobacco" or "Tobacco Product" shall mean:

(1) Any substance containing tobacco, including, but not limited to, cigarettes, cigars, pipe tobacco, hookah tobacco, snuff, chewing tobacco, dipping tobacco, bidis, e-cigarette or any other preparation of tobacco; or

(2) Any product or formulation of matter containing biologically active amounts of nicotine that is manufactured, sold, offered for sale, or otherwise distributed with the expectation that the product or matter will be introduced into the human body, but does not include any product specifically approved by the United States Food and Drug Administration for use in treating nicotine or tobacco-product dependence.

1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, and
2. Any electronic device that delivers nicotine or other substances to the person inhaling from the device, including, but not limited to an e-cigarette, cigar, pipe, or hookah.
3. Notwithstanding any provision of subsections (1) and (2) to the contrary, "tobacco product" includes any component, part, or accessory of a tobacco product, whether or not sold separately. "Tobacco product" does not include any product that has been approved by the United States Food and Drug Administration for sales as a tobacco cessation product or for other therapeutic purposes where such product is marketed and sold solely for such an approved purpose.

U. "Tobacco retailer" shall mean any person or business which sells, offers for sale, or does or offers to exchange for any form of consideration, tobacco, tobacco products, tobacco paraphernalia or e-cigarettes, or who distributes free or low-cost samples of tobacco products, tobacco paraphernalia or e-cigarettes. "Tobacco retailing" shall mean the doing of any of these things. This definition is without regard to the quantity of tobacco, tobacco products, tobacco paraphernalia or e-cigarettes sold, offered for sale, exchanged, or offered for exchange.

8.38.040 Application of chapter to city facilities.

Facilities owned, operated or leased by the city of Capitola are not exempt from this chapter.

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8.38.050 Prohibition of smoking in indoor public places.

Except as provided in Section 8.38.100, smoking is prohibited in all enclosed public places within the city, including, but not limited to, the following: because of the effects of residual smoke, this prohibition is applicable twenty-four hours a day unless another time frame is specifically provided:

- A. Elevators;
- B. Restrooms;
- C. Retail stores;
- D. All areas available to and customarily used by the general public in all businesses and nonprofit entities patronized by the public, including, but not limited to, offices, banks, laundromats, hotels and motels;
- E. Restaurants and outdoor dining areas (except the open air portions thereof);
- F. Theater-bar combinations and dinner theaters;
- G. Public areas of galleries, libraries and museums;
- H. Any area or facility which is primarily used for exhibiting a motion picture, stage or drama production, lecture, musical recital or other similar performance, except when smoking is part of the production or performance;
- I. Sports areas and convention halls;
- J. Every room, chamber, place of meeting or public assembly, including school buildings under the control of any board, council, commission, committee, including joint committees, or agencies of the city or any political subdivision of the state during such time as a public meeting is in progress, to the extent such place is subject to the jurisdiction of the city;
- K. Waiting rooms, hallways, wards and patient rooms of health facilities, including, but not limited to hospitals, medical centers, clinics, physical therapy facilities, and medical, dental and chiropractic offices;
- L. Lobbies, hallways and other common areas in apartment buildings, condominiums, retirement facilities, nursing homes and other multiple-unit facilities;
- M. Lobbies, hallways and other common areas in multiple-unit commercial facilities;
- N. Polling places;

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O. Video arcades, bingo parlors, card rooms, game rooms, pool halls, dance halls, amusement centers and bowling alleys;

P. Areas which share their air space, including, but not limited to, air conditioning, heating or other ventilation systems, entries, doorways, open windows, hallways and stairways with other enclosed areas in which smoking is prohibited;

Q. At least seventy-five percent of the guest rooms in every hotel and motel shall be maintained as fixed nonsmoking rooms;

R. Service lines including, but not limited to, food services lines and ticket or admissions lines.

8.38.06055 Prohibition of smoking in outdoor public places.

Smoking is prohibited in the following specifically delineated outdoor public places:

A. Capitola Beach;

B. Any portion of the Esplanade right-of-way;

C. Any portion of the Stockton Avenue right-of-way between Wharf Road and the Esplanade;

D. Any portion of Monterey Avenue south of Lawn Way;

E. Esplanade Park;

F. Capitola Wharf;

G. Jade Street Park;

H. Library property at 2005 Wharf Road;

I. Rispin Mansion property;

J. Peery Park;

K. Soquel Creek Park;

L. Public Parcel located north of Stockton Bridge at 101 Stockton Avenue;

M. City Hall property;

N. Noble Gulch Park;

O. Monterey Park;

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P. Cortez Park;

Q. McGregor Park

R. Public events that are open to the general public regardless of any fee or age requirement to include farmer's markets, theater plays and permitted public events;

~~R. Reasonable distance means a distance that ensures that occupants of an area in which smoking is prohibited are not exposed to secondhand smoke created by smokers outside the area. This distance shall be a minimum of twenty feet.~~

8.38.0760 Smoking prohibited in certain places.

Smoking is prohibited in the following places:

A. Taxicabs, para-transit, and other public transit vehicles at all times;

B. Child care facilities, as defined in California Health and Safety Code Section 1596.750, and private residences where used as day care homes. This prohibition applies even when children are not present.

8.38.0870 More restrictive private rules allowed.

Notwithstanding any other provision of this chapter, any owner, operator, manager or other person who controls any establishment or facility may declare that entire establishment or facility, including its outdoor areas, to be a nonsmoking establishment or facility.

8.38.0980 Smoking policy in places of employment.

A. Within ninety days of the effective date of the ordinance codified in this chapter, each employer with an enclosed place of employment located within the city of Capitola shall make known and maintain a written smoking policy which shall contain the following requirements:

Smoking is prohibited in all enclosed facilities within a place of employment without exception. This includes common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairs, restrooms, locker rooms, dressing areas, and all other enclosed facilities.

B. The smoking policy shall be communicated to all employees upon its adoption.

C. All employers shall comply with the provisions of this section and shall be responsible for implementation of its provisions in their place(s) of employment.

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D. All employers shall make available a written copy of the smoking policy to any employee who so requests.

8.38.1090 Retaliation against persons exercising rights under chapter provisions.

No person or employer shall discharge, refuse to hire, refuse to serve or in any other manner retaliate against any employee, applicant for employment, customer, service user, business patron or any other person because that person exercises any rights afforded by this chapter.

8.38.1100 Where smoking is not regulated.

Notwithstanding any other provision of this chapter to the contrary, the following areas shall not be subject to the smoking restrictions of this chapter:

- A. Private residences, except where used as a child day care, health care, board and care, or community care facility;
- B. Retail tobacco stores;
- C. Stand alone bars;
- D. Smoking that is an integral part of medical research and treatment.

8.38.1240 Posting of signs.

A. Where smoking is prohibited throughout the building or structure, a sign stating "No Smoking" shall be posted at each entrance to the building or structure.

B. Where smoking is permitted in designated areas of, the building or structure, a sign stating "Smoking is Prohibited Except in Designated Areas" shall be posted at each entrance to the building or structure.

C. Every hotel and motel shall have plainly visible signs posted in the registration and lobby areas which state that nonsmoking rooms are maintained and may be available. Rooms designated as nonsmoking rooms shall have signs designating such restriction conspicuously placed within the room.

D. Businesses that sell tobacco products shall visibly post Penal Code Section 308(c) signage at the entrance of any premises subject to regulation under this chapter and applicable state or federal law.

E. Businesses that sell tobacco products shall visibly post signs at the point of purchase of tobacco products which comply with the signage requirements of California Business and Professions Code Section 22952, as amended from time to time.

ORDINANCE NO. ____

F. Businesses that sell tobacco products shall visibly post signs at each entrance to any premises on which any tobacco product is offered for sale, plainly visible from outside the premises, which state:

"Warning: The fine for buying tobacco or e-cigarettes for anyone under 18 is \$200" in letters at least one-half inch tall, and which cite California Penal Code Section 308(a). These signs shall be updated to conform to any subsequent state or federal requirements and/or amendments to Penal Code Section 308(a).

8.38.1320 Regulating the sale of tobacco products.

A. No business shall sell, offer to sell or permit to be sold any tobacco product to an individual without requesting and examining identification establishing the purchaser's age as eighteen years or greater unless the seller has some other clear and convincing basis for knowing the buyer's age.

B. No business shall be permitted to sell tobacco products from a location within one thousand feet of a school and/or a public library, as measured by the shortest distance traveled from any entrance of the proposed location for tobacco retailing to the parcel boundary of the school; provided, however, that the prohibition contained in this subsection shall not apply to the following:

1. A business selling tobacco products that was in operation lawfully on the date immediately prior to the ordinance codified in this chapter becoming effective; and

2. Any lawfully operating business that sells tobacco products that would otherwise become ineligible to receive or renew a tobacco retailer permit due to the creation or relocation of a school. (Ord. 994 § 2, 2014; Ord. 980 § 5, 2013)

8.38.1320 Enforcement.

A. Any person who desires to register a complaint under this chapter should direct such complaints to the health officer.

B. Whenever any facility in which smoking is prohibited by this chapter applies for any permit or regulatory approval from the city or undergoes any required inspection, the city department to whom the application is submitted shall require a certification from the owner, manager, operator or other person having control of such facility that all requirements of this chapter have been complied with.

C. Any owner, operator or employee of any facility in which smoking is prohibited may inform persons violating this chapter of the appropriate provisions of this chapter.

D. Notwithstanding any other provision of this chapter, a private citizen may bring legal action to enforce this chapter.

ORDINANCE NO. ____

8.38.1430 Violations and penalties.

A. It is unlawful for any person who owns, manages, operates or otherwise controls the use of any premises subject to regulation under this chapter to fail to comply with any of its provisions.

B. It is unlawful for any person to smoke in any area where smoking is prohibited by the provisions of this chapter.

C. Any person, business or owner, proprietor, manager or operator of any establishment or facility subject to this chapter who violates any provision of this chapter shall be guilty of an infraction, punishable in accordance with Section 1.01.090 and Title 4 of this code.

D. Business or property owners required to post signs and notify customers or visitors of smoking prohibitions are not otherwise required to compel such customers or visitors to comply with this chapter.

8.38.1540 Other applicable laws.

This chapter shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws."

Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, phrase, and words thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or words have been declared invalid or unconstitutional, and if for any reason this ordinance should be declared invalid or unconstitutional, then the remaining ordinance provisions will be in full force and effect.

Section 3. This Ordinance shall take effect and be in force thirty (30) days after final adoption.

This Ordinance was introduced on the 26th day of March, 2015, and was passed and adopted by the City Council of the City of Capitola on the _____ day of _____, 2015, by the following vote.

AYES:
NOES:
ABSENT:

APPROVED: _____
Dennis Norton, Mayor

ATTEST: _____, CMC
Susan Sneddon, City Clerk

ORDINANCE NO. ____

Endnotes

- ¹ U.S. Food and Drug Administration. (2001). *Electronic Cigarettes*. Retrieved on September 22, 2013 from www.fda.gov/newsevents/publichealthfocus/ucm172906.htm.
- ² Corey, C., Johnson, S., Apelberg, B., et al. (2013). "Notes from the Field: Electronic Cigarette Use Among Middle and High School Students - United States, 2011- 2012." *Morbidity and Mortality Weekly Report (MMWR)*. 62(35):729-730. Available at: www.cdc.gov/mmwr/preview/mmwrhtml/mm6235a6.htm.
- ³ Ibid.
- ⁴ Ibid.
- ⁵ Ibid.
- ⁶ State of California Environmental Protection Agency, Office of Environmental Health Hazard Assessment, Safe Drinking Water and Toxic Enforcement Act of 1986. (2013) Chemicals known to the State of California to cause cancer or reproductive toxicity. Available at: http://oehha.ca.gov/prop65/prop65_list/files/P65single091313.pdf
- ⁷ German Cancer Research Center. (2013). "Electronic Cigarettes - An Overview" *Red Series Tobacco Prevention and Control*. Available at: www.dkfz.de/de/tabakkontrolle/download/Publikationen/RoteReihe/Band_19_e-cigarettes_an_overview.pdf.
- ⁸ Goniewicz M, Knysak J, Gawron M, et al. Levels of selected carcinogens and toxicants in vapour from electronic cigarettes. *Tob. Control*. 2013;1:1-8. Available at: www.ncbi.nlm.nih.gov/pubmed/23467656. Accessed August 2, 2013.
- ⁹ German Cancer Research Center. (2013). "Electronic Cigarettes - An Overview" *Red Series Tobacco Prevention and Control*. Available at: www.dkfz.de/de/tabakkontrolle/download/Publikationen/RoteReihe/Band_19_e-cigarettes_an_overview.pdf.
- ¹⁰ Goniewicz M, Knysak J, Gawron M, et al. (2013). Levels of selected carcinogens and toxicants in vapour from electronic cigarettes. *Tob. Control*. 1:1-8. Available at: www.ncbi.nlm.nih.gov/pubmed/23467656.
- ¹¹ Williams, M., Villarreal, A., Bozhilov, K., Lin, S., & Talbot, P. (2013). Metal and silicate particles including nanoparticles are present in electronic cigarette cartomizer fluid and aerosol. *PLoS one*, 8(3), e57987. doi:10.1371/journal.pone.0057987
- ¹² Schober W, Szendrei K, Matzen W, et al. (2013). Use of electronic cigarettes (e-cigarettes) impairs indoor air quality and increases FeNO levels of e-cigarette consumers. *Int. J. Hyg. Environ. Health*. Available at: <http://dx.doi.org/10.1016/j.ijheh.2013.11.003>
- ¹³ Agency for Toxic Substances and Disease Registry (ATSDR). (2008). Toxic Substances Portal – Aluminum. Available at: www.atsdr.cdc.gov/phs/phs.asp?id=1076&tid=34.
- ¹⁴ Agency for Toxic Substances and Disease Registry (ATSDR). (2005). Toxic Substances Portal – Tin. Available at: www.atsdr.cdc.gov/phs/phs.asp?id=541&tid=98.
- ¹⁵ United States Environmental Protection Agency. (N.d.) EPA Schools Monitoring Initiative Fact Sheet. Available at: www.epa.gov/air/sat/pdfs/acroleinupdate.pdf.
- ¹⁶ Agency for Toxic Substances and Disease Registry (ATSDR). (2007). Toxic Substances Portal – Acrolein. Available at: www.atsdr.cdc.gov/PHS/PHS.asp?id=554&tid=102.
- ¹⁷ State of California Environmental Protection Agency Office of Environmental Health Hazard Assessment. (n.d.). Chronic Toxicity Summary: Toluene. CAS Registry Number: 108-88-3. Available at:

ORDINANCE NO. ____

http://oehha.ca.gov/air/chronic_rels/pdf/108883.pdf.

¹⁸ State of California Environmental Protection Agency Office of Environmental Health Hazard Assessment. (n.d.). Chronic Toxicity Summary: Toluene. CAS Registry Number: 108-88-3. Available at: http://oehha.ca.gov/air/chronic_rels/pdf/108883.pdf.

¹⁹ Environmental Protection Agency. (2012). Particle Pollution and Health. Available at: www.epa.gov/pm/2012/fshealth.pdf.

²⁰ Department of Health and Human Services Food and Drug Administration. (2009). "FDA Evaluation of E-Cigarettes." Available at: www.fda.gov/downloads/drugs/ScienceResearch/UCM173250.pdf.

²¹ Department of Health and Human Services Food and Drug Administration. (2009). "FDA Evaluation of E-Cigarettes." Available at: www.fda.gov/downloads/drugs/ScienceResearch/UCM173250.pdf.

²² Chatham-stephens, K., Law, R., Taylor, E., Melstrom, P., Bunnell, R., Wang, B., & Apelberg, B. (2014). Calls to Poison Centers for Exposures to Electronic Cigarettes - United States, September 2010 – February 2014. *Morbidity and Mortality Weekly Report (MMWR)*, 63(13), 292–294.

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: OFFICE OF THE CITY CLERK

SUBJECT: TEMPORARY SURF SCHOOL ORDINANCE AMENDMENT REGARDING SURF
SCHOOL PERMITS FOR THE 2015 CALENDAR YEAR SURF SCHOOLS [2ND
READING]

RECOMMENDED ACTION: Adopt the proposed Temporary Surf School Ordinance Amendment regarding Surf School Permits for the 2015 Calendar Year Surf Schools [2nd Reading].

BACKGROUND: The draft uncodified Ordinance will allow a maximum of five surf schools to operate in Capitola for the 2015 calendar year only. The City Council approved the first reading of this Ordinance at the Council meeting held on March 26, 2015.

The proposed Ordinance is before the City Council for its second reading and final adoption. If adopted, the Ordinance will take effect in thirty (30) days.

FISCAL IMPACT: None

ATTACHMENTS:

1. Proposed Ordinance

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded
By City Manager 

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ORDINANCE NO. _____

**AN UNCODIFIED ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF CAPITOLA
PERTAINING TO SURF SCHOOLS**

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

Section 1. Notwithstanding any provision to the contrary in Chapter 9.30 of the Capitola Municipal Code, for the calendar year 2015 only, a maximum of five surf schools will be licensed and permitted within the City of Capitola to conduct surf lessons on Capitola beaches during the 2015 calendar year. All 2015 calendar year surf school permits shall expire on December 31, 2015 without reference to the date of issuance. All other provisions of Capitola Municipal Code Chapter 9.30 shall remain in full force and effect. Commencing with the 2016 calendar year the four surf school limit set forth in Capitola Municipal Code Section 9.30.020B shall be reinstated.

Section 2. This ordinance shall take effect and be in full force thirty (30) days after its final adoption.

This ordinance was introduced on the 26th day of March, 2015, and was passed and adopted by the City Council of the City of Capitola on the _____ day of _____, 2015, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

Dennis Norton, Mayor

ATTEST

_____, CMC
Susan Sneddon, City Clerk

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: POLICE DEPARTMENT

SUBJECT: ACCEPT A HOMELAND SECURITY GRANT IN THE AMOUNT OF \$5,115
AMENDING THE FISCAL YEAR 2014-2015 GENERAL FUND OPERATING
BUDGET BY INCREASING BOTH REVENUES AND EXPENDITURES BY \$5,115

RECOMMENDED ACTION: Approve amending the General Fund Fiscal Year 2014-2015 Operating Budget to accept Homeland Security Grant Program (HSGP) funds in the amount of \$5,115 and authorize budget expenditures of \$5,115 for the purchase of ten iPads.

BACKGROUND: The City of Capitola, in conjunction with other public safety agencies in Santa Cruz County, annually apply for and receive Homeland Security Grant Program funding through the Anti-Terrorism Approval Authority. The grant is designed to provide financial support to the City for the purchase of equipment that is predetermined and authorized by the FEMA Preparedness Grants Authorized Equipment List (AEL). The award amount is based on each city or jurisdiction's proportion of the total county population. The City's share of the HSGP funds for Fiscal Year 2014-2015 is \$5,115.

DISCUSSION: The Police Department intends to utilize the 2014-2015 HSGP funds to pay for the purchase of ten iPads for use by the command staff and administration. Information technology equipment, including handheld computing devices, is listed on the AEL as a qualifying purchase for the HSGP. The use of the ipads will increase the department's capabilities during large scale activities, emergency events and access to operational functions. The use of technology gives the department more capabilities in the field to improve its response capabilities and efficiency levels.

FISCAL IMPACT: This will not require additional general fund resources. All of the funds received from this grant will be used to purchase ten iPads, which are equipment predetermined and authorized by the AEL.

ATTACHMENTS:

1. 2014 HSGP Funding Allocation Chart
2. Budget Adjustment

Report Prepared By: Denice Pearson
Administrative/Records Analyst

Reviewed and Forwarded
By City Manager 

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Anti Terrorism Approval Authority

2012 Homeland Security Grant Funding Allocations

	<u>TOTAL</u>		<u>TOTAL BY AGENCY</u>
Grant Allocation	226,136	ISD COMM	122,300
Admin. Allowance (5.0%)	17,421	County SO/OES/EMS	105,212
Available for projects	208,715	Santa Cruz	29,561
		Watsonville	26,333
		Scotts Valley	5,969
		Capitola	5,115
		Fire	36,525
		Admin	17,421
		Total	348,436

Law Enforcement 25% 52,179

Allocated by population

50.63%	County	26,418
21.79%	Santa Cruz	11,370
19.41%	Watsonville	10,128
4.40%	Scotts Valley	2,296
3.77%	Capitola	1,967

Fire Agencies 17.5% 36,525

County EMS 17.5% 36,525

Discretionary 40% 83,486

County	42,269
Santa Cruz	18,192
Watsonville	16,205
Scotts Valley	3,673
Capitola	3,147

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City of Capitola Budget Adjustment Form



Date 2/19/2015

Requesting Department Police

Administrative Council

Item #
Council Date: 4/09/2015
Council Approval

Revenues		
Account #	Account Description	Increase/Decrease
1000-20-20-000-3310.100	Grant Revenue - Federal Operating	\$5,115
Total		\$5,115

Expenditures		
Account #	Account Description	Increase/Decrease
1000-20-20-000-4450.100	Supplies - Grant Funded	\$5,115
Total		\$5,115

Net Impact -

Purpose: To accept FY 14/15 Homeland Security Grant

Department Head Approval _____

Finance Department Approval _____

City Manager Approval _____

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: ZONING CODE UPDATE – ISSUES AND OPTIONS SCHEDULE

RECOMMENDED ACTION: Accept Planning Commission's recommendation of Option 2 for the review of the Issues and Options for the Zoning Code Update.

BACKGROUND: The City of Capitola adopted the new General Plan on June 26, 2014. State law requires that the City's Zoning Ordinance and Local Coastal Plan (LCP) be consistent with the General Plan. Since the adoption of the new General Plan, staff has initiated the update to the Zoning Ordinance. In August of 2014, the public outreach efforts began with a public survey and multiple stakeholder meetings. From November 2014 to February 2015, staff organized all the public comments input into a master list and drafted the Issues and Option Report. The master list and report were distributed to the Planning Commission on March 5th and City Council on March 12th.

PROCESS OVERVIEW: The purpose of this report is to establish a timeline for the review of the Issues and Options Report that is amenable to the both review bodies.

During the March 5, 2015, Planning Commission meeting the Commissioners communicated a preference for the following:

- Hold special meetings to focus on the issues and options.
- Limit the meetings to four hours.
- Work with the City Council to create the same review process between the two boards, thereby creating consistency for participating members of the public.

During the March 12, 2015, City Council Meeting, the Council provided the following direction:

- Preference to accelerate the review through special designated meetings within the next two to four months.
- Concern for public process and maintaining convenience and consistency for public involvement.
- Consider joint meetings.

Staff drafted three schedule options based on Planning Commission and City Council direction (Attachment 1). The schedule options assume that the Planning Commission will hold six four-hour meetings and the City Council four four-hour meetings. In order to accommodate four-hour meetings, staff recommends starting meetings early so that hearings conclude by 9:00 p.m. or earlier. Special meetings have been preliminarily scheduled for Monday nights due to availability of the Council Chambers. The Planning Commission reviewed the 3 Options during the April 2, 2015 meeting. The Planning Commission recommended Option 2 for the review of the Issues and Options Report.

Option 1: The first option is the most accelerated schedule. It includes special meetings every week on Monday night and a meeting on the third Thursdays of the month and fifth Thursday in July. Under this option, the Planning Commission deliberations would conclude in June with City Council discussions continuing through July.

Item #: 9.G. Staff Report.pdf

AGENDA STAFF REPORT APRIL 9, 2015

ZONING CODE UPDATE – ISSUES AND OPTIONS SCHEDULE

Option 2: The second option is a less accelerated schedule. In this option, the special meetings are scheduled for the third Monday and third Thursday of the month. Under this option, the Planning Commission deliberations would conclude in July with City Council discussions continuing through October.

Option 3: The third option is the leisurely option. It includes a special meeting on the third Thursday of the Month. Under this option, the Planning Commission deliberations would conclude in October with City Council discussions continuing through February of 2016.

Staff also plans to host a public workshop for non-conforming multi-family in the R-1 District, a joint kickoff meeting, and attend a Traffic and Parking Committee meeting, as follows with the tentative dates:

Public Workshop: Non-conforming Multi-family in R-1 (3+ units)

Dates Pending

Joint Kickoff Meeting

Thursday 4/30/2015 (tentative) Planning Commission and City Council (6 pm)

Traffic and Parking Committee

Wednesday 5/13/2015 (tentative) Traffic and Parking Committee review of parking issues

Members of the Planning Commission and City Council have expressed a desire to hold one or more special joint Planning Commission/City Council meetings. Accordingly, staff recommends a Joint Planning Commission/City Council meeting on April 30th to formally accept and kick-off the review process.

Additionally, and in an effort to narrow the range of issues for discussion, staff suggests using the joint meeting to determine if there is general consensus on how to address any of the 18 identified zoning issues. To facilitate this effort, staff has prepared a survey (Attachment 2) which includes all 18 issues and proposed options. If the Planning Commission and City Council agree with this approach, each Commissioner/Council member would complete the survey and return it to Senior Planner Cattan by April 20, 2015. The results of the survey would then be shared at the April 30th meeting to determine if any issues can be resolved without further debate.

Next Steps

After receiving direction on all 18 issues, the new Zoning Code and CEQA document will be drafted for publication. This step is estimated to take approximately two to three months. The document will be published and available for public review for an additional one month. The draft Ordinance will then return to the Planning Commission for review and recommendation. The City Council will conclude the process with the final review and adoption. Upon adoption, the update of the Local Coastal Program will begin.

FISCAL IMPACT: None

ATTACHMENTS

1. Calendar Options
2. Survey

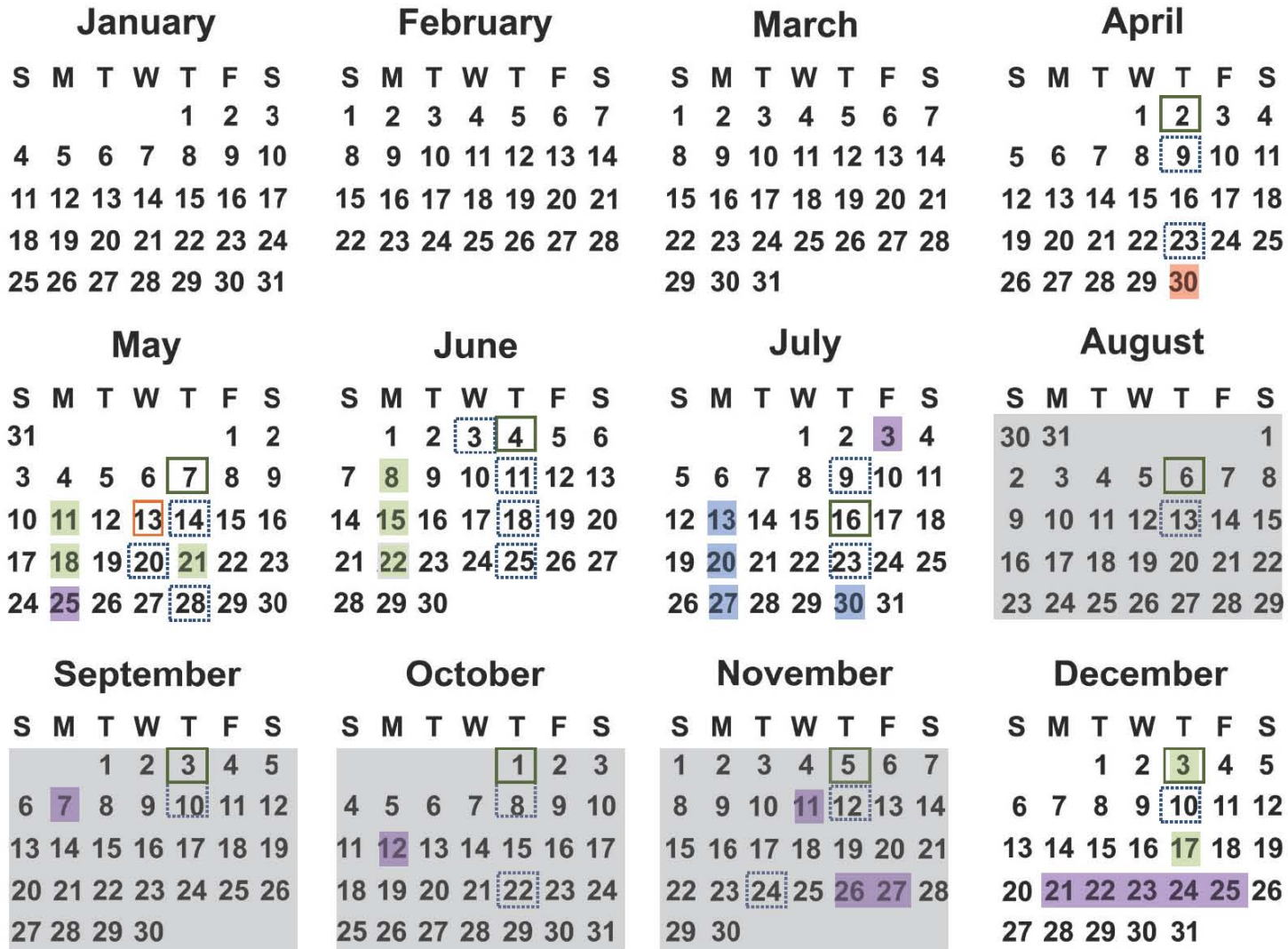
Report Prepared By: Katie Cattan
Senior Planner

Reviewed and Forwarded
By City Manager: 

**OPTION 1:
EVERY MONDAY & 3RD THURSDAY**

- Traffic and Parking Committee
- City Hall Closed
- Joint PC and CC Meeting
- Planning Commission
- Special Planning Commission
- City Council
- Special City Council
- Draft Zoning Ordinance and CEQA

2015



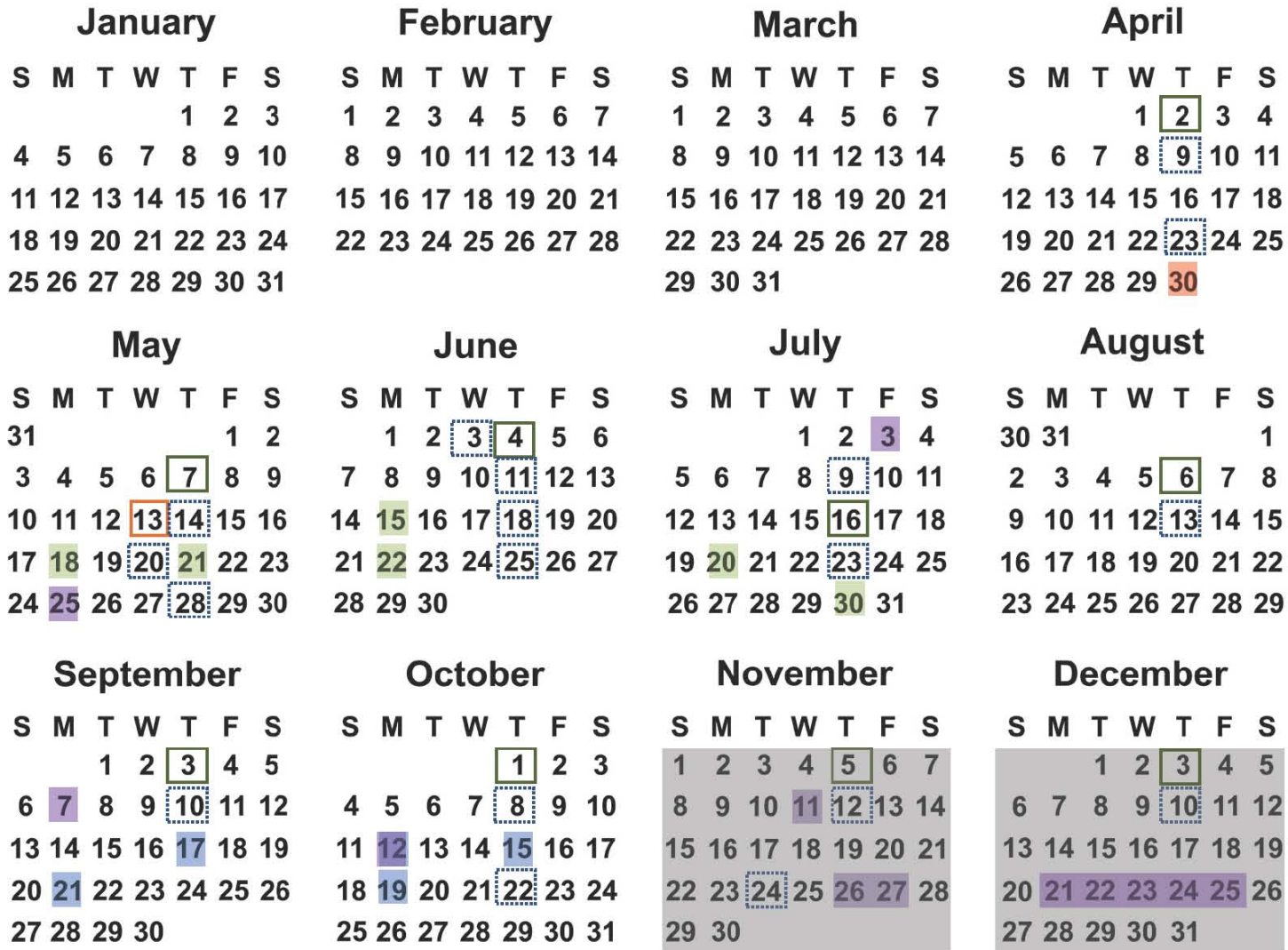
Please note: The Planning Commission may also meet on June 29th if an additional meeting date is necessary.

OPTION 2:

3RD MONDAY AND 3RD THURSDAY

- Traffic and Parking Committee
- City Hall Closed
- Joint PC and CC Meeting
- Planning Commission
- Special Planning Commission
- City Council
- Special City Council
- Draft Zoning Ordinance and CEQA

2015

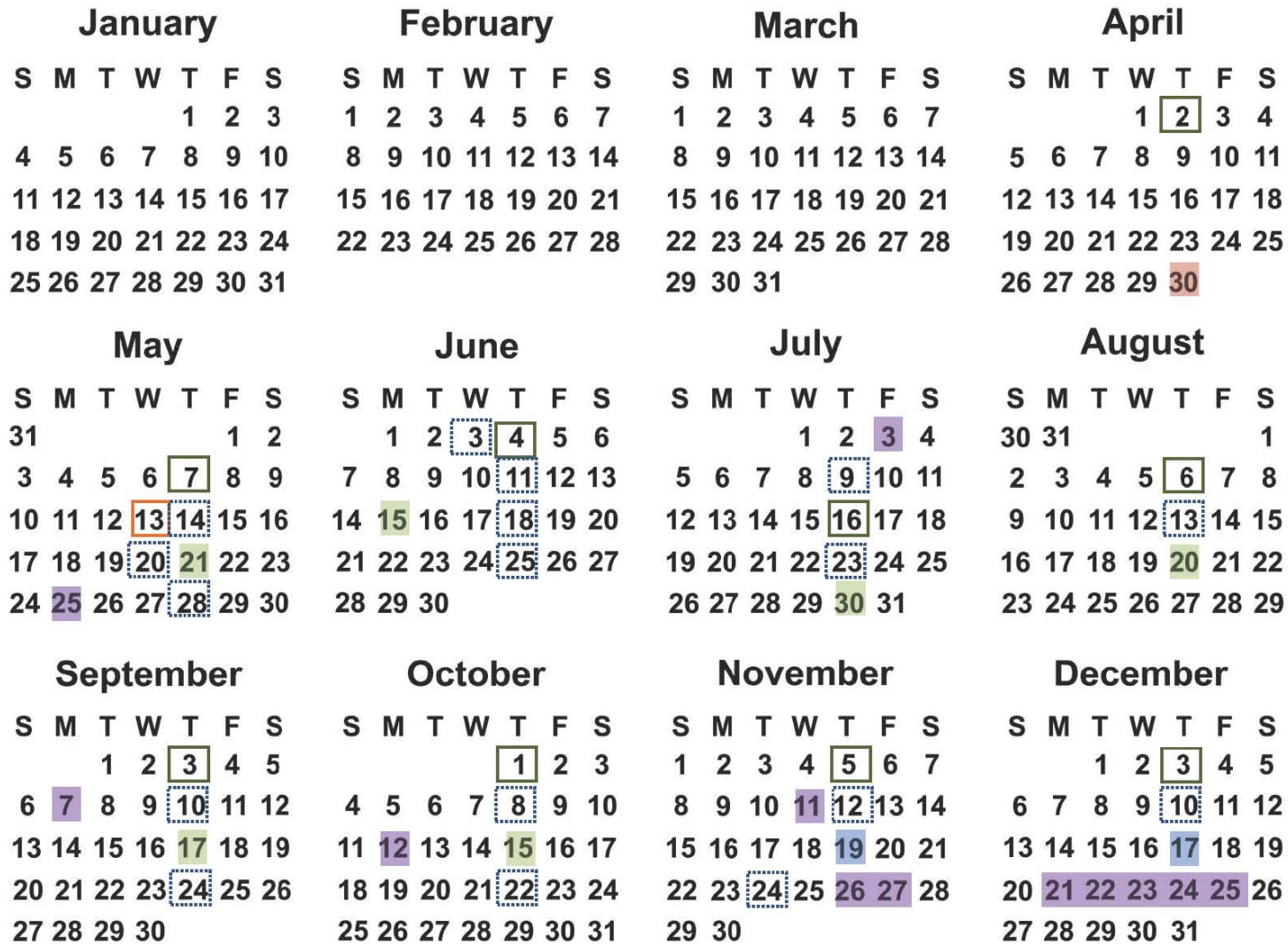


Please note: The Planning Commission may also meet on July 27th if an additional meeting date is necessary.

**OPTION 3:
3RD THURSDAY**

- Traffic and Parking Committee
- City Hall Closed
- Joint PC and CC Meeting
- Planning Commission
- Special Planning Commission
- City Council
- Special City Council
- Draft Zoning Ordinance and CEQA

2015



January 2016
21
February 2016
18

Please Note: Due to budget meetings, the June meeting will be held on a Monday night.

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Issues and Options Survey	Check Preferred Option(s)
ISSUE 1: Protecting the Unique Qualities of Residential Neighborhoods (Page 7)	
<p>Option 1: Maintain existing R-1 standards for all neighborhoods. With this option the Zoning Code would retain its existing R-1 standards that apply to all residential neighborhoods. Some specific standards may be modified to better meet the needs of property owners and address neighborhood concerns. After the future preparation of residential design guidelines, reference to these guidelines could be added to the R-1 chapter or to the findings required for approval of a Design Permit.</p>	<input data-bbox="1780 349 1839 407" type="checkbox"/>
<p>Option 2: Introduce tailored development standards for individual residential neighborhood. With this option the Zoning Code would identify the various neighborhoods within Capitola and identify the character-defining attributes of each area. The zoning code would establish standards for each of the residential neighborhoods that encourage the individual attributes and patterns within a neighborhood. The neighborhoods may be delineated through different residential base zones (e.g., R-1, R-2) or through overlay zones similar to residential overlay in the Village zone.</p>	<input data-bbox="1780 508 1839 566" type="checkbox"/>
<p>Option 3: Allow case-by-case deviations to R-1 standards. With this option a single set of standards would remain for the R-1 zone, but the Planning Commission could allow for deviations to these standards on a case-by-case basis. This would be a different process from a variance, with different findings required for approval. Standards subject to allowable deviation could include building height, setbacks, second story setbacks, garage and parking design, and floor area ratio. To approve, the Planning Commission would need to find that the deviation reflects the prevailing character in neighborhood and won't negatively impact adjacent properties. A maximum allowable deviation could also be established (e.g., 15 percent maximum deviation from standard), and deviations could be allowed only in certain locations.</p>	<input data-bbox="1780 722 1839 781" type="checkbox"/>
<p>Option 4: Other suggestion. (Explain)</p>	<input data-bbox="1780 946 1839 1005" type="checkbox"/>

Issues and Options Matrix	Check Preferred Option(s)
ISSUE 2: Maintaining and Enhancing the Village Character (Page 8)	
<p>Option 1: Maintain existing standards with advisory design guidelines. In this option, the standards of the Central Village would remain as they are today. We would clarify that the Guidelines are advisory, not mandatory.</p>	1
<p>Option 2: Establish new building form and character standards. The Zoning Code could establish mandatory site and building standards to maintain and enhance the Village character. These would apply to non-residential and mixed-use development. New standards could address the following design concepts:</p> <ul style="list-style-type: none"> • Maximum setbacks to keep buildings and their entrances close to the sidewalk. • Permitted treatment of setback areas (e.g., plazas and landscaping, no parking) • Minimum building width at street edge (defined as percentage of lot width) to maintain a continuous presence of storefronts. • Buildings oriented towards a public street with a primary entrance directly accessible from the sidewalk. • Maximum length of unarticulated/blank building walls. • Required storefront transparency (percentage clear glass) • Maximum building/storefront width (require larger buildings to be broken down into a pedestrian-scale rhythm with individual building bay widths) • Surface parking location (at rear or side of buildings, not between a building and a street-facing property line). • Frequency and width of driveways crossing sidewalks. • Requirements or incentives for residential front porches. 	2
<p>Option 3: Incorporate design guidelines as standards in the Zoning Code. Design “guidelines” for residential overlays that are expressed as mandatory “shall” statements would be incorporated into the Zoning Code as new standards. These guidelines can be found on pages 12 and 13 of the Design Guidelines. Guidelines would be modified as needed to protect and enhance the design character of these areas.</p>	3
<p>Option 4: Remove reference to Central Village Design Guidelines. This modification would require applicants to follow the development standards in the code without any guidance from the guidelines. The guidelines would be repealed during the zoning code update. The reference could be reintroduced after the City prepared updated design guidelines for the Village.</p>	4
<p>Option 5: Other suggestion. (Explain)</p>	5

Issues and Options Survey	Check Preferred Option(s)
ISSUE 3: Accommodating High-Quality Development on 41st Avenue (Page 10)	
Option 1: Maintain Existing Regulations.	1
Option 2: Increase Parking Flexibility. Existing off-street parking requirements for individual land uses and properties could prevent the type of development and improvements envisioned by the General Plan. Allowing for shared parking, mixed use reductions, and a more district-based approach to parking would help to remove this barrier. Specific methods to introduce increased parking flexibility are addressed in Issue #5.	2
Option 3: Create incentives for desired improvements. The General Plan allows for increased floor area ratio (FAR) for certain types of project on 41 st Avenue. The Zoning Code could build from this concept by offering incentives for project that include community benefits such as new public gathering places and entertainment uses. Incentives could include additional FAR, flexibility on development standards such as height and parking, and a streamlined permitting process. Allowed FAR with an incentive-based bonus would always be within the maximum established in the General Plan. The existing Planned Development provisions (Chapter 17.39) is another tool that allows deviations from development standards. This option is further discussed within Issue #13.	3
Option 4: Strengthen connection to 41st Avenue Design Guidelines. The existing Design Guidelines for 41 st Avenue is in many ways consistent with the General Plan. The updated Zoning Code could strengthen the connection to this document by requiring the Planning Commission to find proposed projects consistent with the Guidelines when approving Design Permits. The City will update the Design Guidelines to better reflect the vision and goals for the corridor following adoption of the new Zoning Code.	4
Option 5: Streamline Permitting Process. The City currently requires Design Permits for new tenants in commercial zones, and a Conditional Use Permit for many types of uses. This requirement can discourage small scale and incremental improvements to properties necessary for long-term vitality. As discussed in Issue #10 and #12, the updated zoning code could streamline the permitting process for certain types of projects to encourage new investment on the corridor.	5
Option 6: Other suggestion. (Explain)	6

Issues and Options Survey	Check Preferred Option(s)
ISSUE 4: Protecting Retail Vitality on 41st Avenue (Page 11)	
Option 1: Maintain existing regulations.	<input type="checkbox"/>
Option 2: Add new findings for professional and medical office uses. The updated zoning code could include new findings required to approve office and other non-retail uses in the CC zone. For example, to approve such a use the Planning Commission would have to find that the proposed use would not detract from the economic viability of the district and/or shopping center where it is located. The applicant would be required to demonstrate to the Planning Commission's satisfaction that this finding can be made. The requirement to make this or similar findings could apply throughout the CC zone, or just in specific locations where the City wishes to maintain a high concentration of retail and personal service uses.	<input type="checkbox"/>
Option 3: Encourage professional and medical office uses in certain locations. The updated zoning code could make it easier to establish professional and medical office uses in certain locations, thus discouraging these uses in prime retail areas. For example, the zoning code could allow office uses by-right in tenant spaces that do not have a visible presence from 41st Avenue, Capitola Road, or Clares Street or that are on upper floors of a building. This could be a form of "vertical zoning" to incentivize the establishment of office uses in desirable locations. The updated zoning code could also use new overlay zones to identify locations where professional and medical offices are allowed by-right without a conditional use permit. The zoning code would also establish new design and operational standards for office uses allowed by-right to ensure neighborhood compatibility.	<input type="checkbox"/>
Option 4: Introduce new limitations for professional and medical office uses. Cities often use zoning regulations to limit the concentration of land uses in certain areas. For example, the Capitola zoning code could state that medical office is limited to 20 percent of each multi-tenant building or shopping center in certain locations. Or the zoning code could establish a total cap on the number of medical office uses or a minimum separation standard for these uses. These limitations could be absolute (cannot be exceed under any circumstance) or the Planning Commission could allow for exceptions in special circumstances on a case-by-case basis.	<input type="checkbox"/>
Option 5: Other suggestion. (Explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue #5A: Number of Required Parking Spaces (Page 13)	
Option 1: Maintain Existing Requirement.	1
<p>Option 2: Modify Parking Requirements for Certain Land Uses in All Areas. The updated Zoning Code could modify parking requirements for certain land uses in all areas of the City. Parking requirements could be modified for:</p> <ul style="list-style-type: none"> • Restaurants, potentially reducing the parking requirement (currently 1 space/60 sf). • Take-out food establishments, eliminating the need for seat counting • Single-family homes, creating one standard regardless of size • Multi-family homes, allowing reduced parking requirements for small units 	2
<p>Option 3: Create Location-Based Parking Standards. The updated Zoning Code could establish different parking requirements depending on the location. For example, parking requirements in the Village could be different from on 41st Avenue, reflecting that more people walk to destinations in the Village from their homes or lodging or park once in or near to the Village and walk to multiple destinations during their visit. This approach could apply only to certain land uses, such as restaurants, or to all uses.</p>	3
<p>Option 4: Allow for reductions with Planning Commission approval. The updated Zoning Code could allow for reductions in the number of required parking spaces as suggested in General Plan Policy MO-5.3. Reductions would need to be approached carefully to avoid spillover parking impacts on neighborhoods. All reductions would be approved by Planning Commission after making special findings. Possible reductions include the following:</p> <ul style="list-style-type: none"> • Low Demand. The number of parking spaces could be reduced if the land use would not utilize the required number of spaces due to the nature of the specific use, as demonstrated by a parking demand study. • Transportation Demand Management Plans. The # of parking spaces could be reduced if the project applicant prepares and implements a Transportation Demand Management Plan to reduce the demand for off-street parking spaces by encouraging the use of transit, ridesharing, biking, walking, or travel outside of peak hours. • Bus Stop/Transportation Facility Credit. The number of parking spaces could be reduced for commercial or multiple-family development projects in close proximity of a bus stop. • Mixed-Use Projects. A mixed-use project with commercial and residential units could reduce parking requirements for commercial and office uses. 	4
<p>Option 5: Allow for reductions By-Right. Similar to Option 2, except that a project could receive a reduction by-right (without Planning Commission approval) provided that it complies with objective standards.</p>	5
Option 6: Other Suggestion (Explain)	6

Issues and Options Survey	Check Preferred Option(s)
Issue #5B: Village Hotel Parking (Page 15)	
Option 1: Maintain Existing Requirements	<input type="checkbox"/>
Option 2: Specific On-Site Parking standard for Village Hotel. The updated Zoning Code could establish a specific on-site parking requirement for a new hotel in the Village. For example, the Zoning Code could carry forward the existing standard of 1 on-site parking space per guest room. Or, the Zoning Code could require 0.5 on-site spaces with the remaining parking need accommodated at an off-site location.	<input type="checkbox"/>
Option 3: Base Standard on a Parking and Traffic Study prepared for the hotel development project application. The updated Zoning Code could state that the number of parking spaces required for the hotel will be as determined necessary by a parking and traffic study prepared for a hotel development project application. The Code could allow for a percentage of this needed parking to be accommodated off site.	<input type="checkbox"/>
Option 4: Allow Planning Commission and/or City Council to establish parking standards for an individual project based on performance criteria. Similar to Option 2, the Planning Commission or City Council could establish on-site and off-site parking requirements for a Village Hotel in response to a specific application. This requirement would reflect the findings of a parking and traffic study. In addition, the Zoning Code could contain specific findings that the City must make when establishing this requirement. The findings, or “performance criteria,” could reflect public input on Village Hotel parking and circulation obtained during the General Plan Update process. For example, the Zoning Code could state that when establishing the required parking for the Village Hotel, the City must find that: <ul style="list-style-type: none"> • The hotel is served by a combination of on-site and off-site parking. • Parking provided on-site is no more than the minimum necessary for an economically viable hotel. • On-site parking is minimized to reduce vehicle traffic in the Village and strengthen the Village as a pedestrian-oriented destination. • On-site hotel parking will not result in any noticeable increase in traffic congestion in the Village. • Additional parking to serve the hotel is located within 1,000 feet of the proposed hotel. 	<input type="checkbox"/>
Option 5: Other suggestion. (Explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue #5C: Parking Efficiency (Page 16)	
Option 1: Maintain existing regulations.	1
Option 2: Clarify existing code to match past practice, including:	
A: Add New Shared Parking Provision. The updated Zoning Code could allow multiple land uses on a single parcel or development site to use shared parking facilities when operations for the land uses are not normally conducted during the same hours, or when hours of peak use differ.	2a
B: Add new parking lift provisions. The updated Zoning Code could specifically allow for elevator-like mechanical system to stack parking spaces in a vertical configuration. Many cities are incorporating such a provision into their zoning codes to allow for a more efficient use of structured parking areas.	2b
Option 3: Other suggestion. (Explain)	3
Issue #5D: Garages (Page 17)	
Option 1: Maintain existing regulations.	1
Option 2: Add design standards for carports. Continue to require at least one covered parking space for homes 1,500 square feet or more. Covered parking may be provided in a garage or carport. Design standards for carports would be added.	2
Option 3: Limit covered spaces to garages only. Specify that a carport may not satisfy the covered parking requirement.	3
Option 4: Eliminate covered parking requirement. Remove the requirement for covered parking spaces for single-family homes.	4
Option 5: Other suggestion. (Explain)	5

Issues and Options Survey	Check Preferred Option(s)
Issue #6: Historic Preservation (Page 17)	
<p>Option 1: Establish a Historic Resources Board. Many communities with historic resources establish a historic resources board or commission to assist with historic preservation activities. The roles and responsibilities of the historic resources board vary in different communities. Common functions include determining if modifications to a historic resource are consistent with the Secretary of Interior’s Standards, advising on designation of historic features, advising on impacts to historic resources under CEQA, and advising the Planning Commission and City Council on other matters pertaining to historic preservation.</p>	1
<p>Option 2: Establish a new Historic Preservation Overlay Zone. Capitola could establish a new historic preservation overlay zone to apply to existing National Register Historic Districts (Old Riverview, Rispin, Six Sisters and Lawn Way, Venetian Court.). Properties within this overlay could be subject to special permit requirements, design standards, and incentives for preservation.</p>	2
<p>Option 3: Establish new enforcement and penalty provisions. The updated Zoning Code could strengthen enforcement and penalty provisions. Pacific Grove, for example, establishing financial penalties and development limitations on structures in violation of the City’s historic preservation ordinance.</p>	3
<p>Option 4: Establish new maintenance and upkeep provisions. Capitola could include language specifically requiring adequate maintenance and upkeep of historic resources to prevent demolition by neglect.</p>	4
<p>Option 5: Other suggestion. (explain)</p>	5

Issues and Options Survey	Check Preferred Option(s)
Issue 7: Signs (Page 19)	
A. Threshold for Review	
Option 1: Maintain existing regulations.	1
Option 2: Allow staff-level review with new standards. Revise sign standards to include new, well-defined and well-illustrated design standards that create maximum allowances within staff-level review and an option for Planning Commission review for signs that go beyond the maximum allowance. In this option, new maximum limits are established. Signs can be approved administratively within an over-the-counter permit.	2
Option 3: Other suggestion. (explain)	3
B. Tailored Standards (Page 19)	
Option 1: Maintain existing regulations.	1
Option 2: Create tailored standards for different commercial areas. Certain sign standards could be adjusted to address the unique issues in different commercial areas. Tailored standards could address types of permitted signs, maximum sign area, sign dimensions, sign location and placement, illumination, materials, and other issues. The Livermore Development Code, beginning in Section 4.06.160, is an example of this approach: http://www.codepublishing.com/ca/livermore.html . The general desired signage character for different districts in Capitola could be as follows: <ul style="list-style-type: none"> • Village: Pedestrian oriented signs, village scale • Neighborhood Commercial: Neighborhood-scale signs serving pedestrians and vehicles • 41st Avenue: Larger-scale signs that are auto-oriented to support corridor as a regional shopping destination. • Auto Plaza Drive: Unique to the use (auto-dealers) and address visibility challenges • Industrial Zone (Kennedy Drive): More industrial design aesthetic and flexibility of type and materials. 	2
Option 3: Other suggestion. (explain)	3

Issues and Options Survey	Check Preferred Option(s)
C. Monument Signs (Page 20)	
Option 1: Maintain existing regulations.	1
Option 2: Create a new limit for monument signs based on linear frontage along a prime commercial street.	2
Option 3: Create an allowance for more than 4 tenants per monument sign.	3
Option 4: Update Master Sign Plan to clarify discretion in monument signs (lot size, # of tenants, and frontage).	4
Option 5: Other suggestion. (explain)	5
Issue 8: Non-Conforming Uses (Page 20)	
8.A. Calculation of Structural Alterations (Page 21)	
Option 1: Maintain the existing 80 percent building valuation maximum of present fair market value.	1
Option 2: Maintain valuation cap but allow the Planning Commission to authorize additional alterations if specific findings can be made.	2
Option 3: Remove valuation cap for structural alterations to non-conforming structures. In this option, all non-conforming structures could be maintained and updated, provided that the alterations do not create a greater degree of non-conformity. Any addition to a non-conforming structure would be required comply with all development standards of the zone.	3
Option 4: Change building valuation cap to a percentage of square footage calculation. Under this approach, alterations to non-conforming structures would be limited based on how much of the existing structure is modified. For example, the new code could limit alterations to non-conforming structures to 80% of the existing square-footage. Using a percent of square footage approach would be easy to understand and administer and would significantly reduce disagreements over valuation calculations, while still limiting the degree of allowable modifications.	4
Option 5: Maintain the existing 80% threshold with new exception for historic resources. In this option the 80% maximum of present fair market value would be maintained. An exception for historic structures would be added to allow historic structures to be updated. Any addition to a historic structure must comply with all development standards of the zone.	5
Option 6: Other suggestion. (explain)	6

Issues and Options Survey	Check Preferred Option(s)
Issue 8: Non-Conforming Uses (Continued)	
B. Non-conforming activities and structures on improved R-1 parcels. (Page 22)	
Option 1: Maintain existing sunset clause and opportunity to apply for extension.	<input type="checkbox"/>
Option 2: Modify regulations to allow non-conforming multi-family uses to remain throughout the City, but not intensify. This approach could be applied citywide with appropriate findings or only to specific areas.	<input type="checkbox"/>
Option 3: Modify regulations to allow non-conforming multi-family uses to remain in targeted areas of the City. Under this option, a sunset clause could be retained for areas like the northern Jewel Box neighborhood, but would be eliminated in areas where multi-family uses have had fewer compatibility issues.	<input type="checkbox"/>
Option 4: Rezone areas with existing non-conforming multi-family uses to a multi-family zone. This approach could be applied citywide or only to specific areas.	<input type="checkbox"/>
Option 5: Create an incentive program to allow participating non-conforming property owners to retain their uses subject to providing specified public benefits. For example, a program could be established to allow property owners to continue non-conforming multi-family uses if they provide guaranteed affordable housing, make significant investments in the structures which improve appearance and function, invest in neighborhood improvements (landscaping, parking, etc.) and/or reduce the degree of non-conformity (e.g., reduce a 4-plex to a 3-plex or a duplex).	<input type="checkbox"/>
Option 6: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 9: Secondary Dwelling Units (Page 24)	
Option 1: Maintain existing code allowances/limitations for secondary dwelling units.	<input type="checkbox"/>
Option 2: Amend the code to encourage development of additional secondary dwelling units. If this option is selected, the following changes may be considered:	
a. Decrease the minimum lot size requirement for secondary dwelling units;	<input type="checkbox"/>
b. Increase the threshold which triggers the need for Planning Commission review;	<input type="checkbox"/>
c. Allow all secondary dwelling units to be approved through an administrative process;	<input type="checkbox"/>
d. Eliminate the current residency requirement and allow both the primary and secondary dwellings to be rented.	<input type="checkbox"/>
Option 3: Amend the code to encourage development of additional secondary dwelling units in specific areas of the City only.	<input type="checkbox"/>
Option 4: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 10: Permits and Approvals (Page 24)	
Option 1: No change to existing permits.	<input type="checkbox"/>
Option 2: Modify permits. With this option staff will look for opportunities to combine, delete, and add permits in the zoning code to better meet the city’s needs. Possible changes include the following:	
<ul style="list-style-type: none"> a. Create a new Administrative Permit. This new permit would be used for a wide range of existing, ministerial staff-level actions. It could be used as a general replacement for existing fence permits, temporary sign permits, approvals of temporary sidewalk/parking lot sales, and temporary storage approvals. 	<input type="checkbox"/>
<ul style="list-style-type: none"> b. Create a new Minor Use Permit. This new permit would be similar to a Conditional Use Permit except that it would be approved by Community Development Director. Notice would be mailed to neighbors prior to final action by Community Development Director and decisions could be appealed to Planning Commission. The Director could also choose to refer applications to Planning Commission for decision. A Minor Use Permit could be a good middle ground for uses that shouldn’t be allowed by-right, but that also generally don’t need to go the Planning Commission for a public hearing and approval, such as a home occupancy permit and transient occupancy permits. 	<input type="checkbox"/>
<ul style="list-style-type: none"> c. Create a New Substantial Conformance Process. The zoning code currently requires applicants to submit a new application if they wish to make any changes to an approved permit – even if the change is very minor in nature. Under this option, a substantial conformance process would be developed to allow administrative approval of specified minor alterations while still requiring Planning Commission consideration of more substantive changes. 	<input type="checkbox"/>
Option 3: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 11: Architecture and Site Review (Page 25)	
A. Authority of Architecture and Site Review Committee (Page 25)	
Option 1: Maintain existing authority of Architecture and Site Committee.	<input type="checkbox"/>
Option 2: Modify existing role of the Architecture and Site Committee. Authorize the Architecture and Site Committee to approve or deny design permit applications. Thresholds may be established for the projects that require Architecture and Site Committee approval rather than Planning Commission approval. Under this approach, decisions rendered by the Committee could be appealed to the Planning Commission.	<input type="checkbox"/>
Option 3: Eliminate the Architecture and Site Committee. Three of the six members of the Committee are City staff. The project planner could work with these staff members and outside experts to address project design issues.	<input type="checkbox"/>
Option 4: Other suggestion. (explain)	<input type="checkbox"/>
B. Timing of Design Permit Review (Page 26)	
Option 1: Maintain existing timing of Architecture and Site Review.	<input type="checkbox"/>
Option 2: Repurpose the committee to be a pre-design committee. In this option, the committee would meet with an applicant prior to accepting a formal development application. The committee would identify characteristics of the site/neighborhood to guide the future design. Staff would provide guidance on the development requirements for zoning, public works, and building.	<input type="checkbox"/>
Option 3: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 11: Architecture and Site Review (Continued)	
C. Composition of Architecture and Site Committee (Page 26)	
Option 1: Maintain the existing composition of the Architecture and Site Committee.	1
Option 2: Replace the committee with a City Architect. Under this option, the City would contract an architect to review all development applications, provide design solutions, and make recommendations to staff and the Planning Commission. The downside of this option is that the valuable input of the historian and landscape architect would be eliminated in the review, unless those services are also separately contracted.	2
Option 3: Replace committee with an Architectural Peer review committee. The committee could be replaced with an architectural peer review committee made up of three or more architects. The architectural peer review committee would continue to make a recommendation to the Planning Commission.	3
Option 4: Revise committee to add any of the following: water district staff, sewer district staff, fire district staff, additional architect, and/or a citizen’s representative.	4
Option 5: Other suggestion. (explain)	5
Issue 12: Design Permits (Page 27)	
A. When a Design Permit is Required – Commercial Uses (Page 27)	
Option 1: Maintain existing thresholds.	1
Option 2: Require Design Permits only for Exterior Modifications. With this option, a design permit would be required to establish a new use only with an exterior modification to the structure. All other commercial design permit thresholds would remain the same.	2
Option 3: Require Design Permit only for Larger Projects. Design permit thresholds could be lowered so that fewer types of commercial projects require a Design Permit. This approach could be similar to Santa Cruz, where design permits are required only for new commercial structures and exterior remodel increasing floor area by 25 percent or exceeding a specified dollar value.	3
Option 4: Other suggestion. (explain)	4

Issues and Options Survey	Check Preferred Option(s)
B. Design Permit Approval Authority – Commercial Use (Page 27)	
Option 1: Maintain existing review authority.	<input type="checkbox"/> 1
Option 2: Delegate limited approval authority to the Director With this option, the Director would approve more types of commercial projects requiring a Design Permit. For example, the Director could approve:	
a. Minor repairs, changes and improvement to existing structures which use similar, compatible or upgraded quality building materials.	<input type="checkbox"/> 2a
b. Additions not visible from the front façade up to a specified square-footage threshold.	<input type="checkbox"/> 2b
c. Expansion of one tenant space into a second tenant space in a multi-tenant building.	<input type="checkbox"/> 2c
d. Dish-type antenna greater than 24 inches as specified.	<input type="checkbox"/> 2d
e. Accessory structures	<input type="checkbox"/> 2e
Option 3: Other suggestion. (explain)	<input type="checkbox"/> 3

Issues and Options Survey	Check Preferred Option(s)
C. When a Design Permit is Required – Residential Uses (Page 28)	
Option 1: Maintain existing thresholds.	1
Option 2: Modify threshold for residential design permits. The threshold could be revised in multiple ways. Thresholds that could be modified to include:	
a. Increase existing threshold (greater than 400 square feet) for additions located on the rear of a single family home	2a
b. Allow first story additions (unlimited) that are located on the back of an existing home and comply with all standards of the code.	2b
c. Allow minor additions to the front of a building that upgrade the front façade and comply with all standards of the code. Minor additions could include enclosing recessed entrances, enclosing open front porches, and installation of bay windows.	2c
Option 3: Other suggestion. (explain)	3
D. Design Permit Approval Authority – Residential Use (Page 29)	
Option 1: Maintain existing review authority.	1
Option 2: Delegate limited approval authority to the Director With this option; the Director would approve more types of commercial projects requiring a Design Permit. For example, the Director could approve:	2
Option 3: Other suggestion. (explain)	3

Issues and Options Survey	Check Preferred Option(s)
Issue 12: Design Permits (continued)	
E. Consideration for Design Permit Approval (Page 29)	
Option 1: Maintain existing architecture and site considerations.	<input type="checkbox"/>
Option 2: Maintain the existing architecture and site considerations with additional considerations focused on design, including massing; height, scale and articulation, neighborhood compatibility; privacy; quality exterior materials; and submittal requirements	<input type="checkbox"/>
Option 3: Update design considerations to focus on design rather than including ancillary issues. In this option, existing ancillary issues would be removed from the criteria and the updated list would focus on design, materials, context, and compatibility.	<input type="checkbox"/>
Option 4: Other suggestion. (explain)	<input type="checkbox"/>
Issue 13: Planned Development (Page 30)	
Option 1: Maintain existing regulations.	<input type="checkbox"/>
Option 2: Reduce or eliminate minimum parcel size requirement. Reduce the minimum parcel size required to establish a PD district, or eliminate the minimum parcel size requirement entirely. This option would eliminate or establish a new minimum parcel size (possibly 1 or 2 acres). It is typical for there to be some minimum size requirement, so that individual single-family lots cannot be rezoned to PD, for example.	<input type="checkbox"/>
Option 3: Modify approval process. Modify the planned development review process so that the City Council reviews the preliminary development plan as well as the general development plan. This change would add an additional step in the process but would increase certainty for applicants and allow the City Council to influence project design earlier in the process.	<input type="checkbox"/>
Option 4: Eliminate PD. Eliminate the PD district entirely. To deviate from standards of the applicable zoning district, an applicant would need to receive a variance, a rezone, or some other exception to development standards.	<input type="checkbox"/>
Option 5: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 14: Environmental and Hazard Overlays (Page 30)	
<p>Option 1: Maintain existing overlays and clarify boundaries. In this option all five of the existing environmental and hazard overlays would be maintained and shown on the zoning map.</p>	1
<p>Option 2: Modify existing overlays. This option would modify existing overlays as described below:</p> <ul style="list-style-type: none"> • Archaeological/Paleontological Resources (APR). Eliminate this overlay zone. Continue to require the preparation of an archaeological survey report and mitigation plan for any project which disturbs native soils in an area with a probability of containing archaeological resources. Continue to address issue through CEQA process. • Automatic Review (AR). Remove this overlay zone as it duplicates current process. • Coastal Zone (CZ). Maintain this overlay zone as required by State law. • Floodplain (F). Move existing Chapter 17.50 (Floodplain District) out of the zoning code and remove the floodplain overlay boundaries from the zoning map. Floodplain regulations are administered by the Building Official, not the Community Development Director, and should be located in Title 15 (Buildings and Construction), not the zoning code. The boundaries of this overlay should not be included in the zoning map, as they are based on FIRM maps which are frequently changing, particularly with rising seas. • Geological Hazards (GH). Eliminate this overlay zone and replace with citywide standards for proposed development in beach areas, bluff and cliff areas, landslides-prone areas, and steep slope areas • Chapter 17.95 (Environmentally Sensitive Habitats). Map boundaries of these areas as a new overlay zone and maintain existing regulations. 	2
<p>Option 3: Create a new, consolidated environmental/hazards overlay. This option would merge the overlays into one new environmental/hazards overlay. The zoning code would state that proposed development within these areas could be subject to additional standards and limitations. The Coastal Zone overlay would remain as a separate overlay. This option could be combined with the creation of new citywide standards that would address geological hazards, flood hazards, sensitive habitat, and archaeological/paleontological resources.</p>	3
<p>Option 4: Other suggestion. (explain)</p>	4

Issues and Options Survey	Check Preferred Option(s)
Issue 15: Visitor-Serving Uses on Depot Hill (Page 31)	
Option 1: Maintain existing permitted uses.	<input type="checkbox"/>
Option 2: Modify permitted use. With this option the VS zoning would remain on the El Salto and Monarch Cove Inn properties, but the land uses permitted on the properties would be restricted. For example, uses permitted on the Monarch Cove Inn property could be limited to residential and visitor accommodation uses, with other non-residential commercial uses currently allowed, such as carnivals and circuses, no longer permitted.	<input type="checkbox"/>
Option 3: Limit intensity of visitor accommodation uses. This option would also maintain the VS zoning on the El Salto and Monarch Cove Inn properties, but would reduce the maximum permitted intensity of hotels and other visitor accommodation uses on the site. This could be accomplished by limiting the square footage of new or existing uses, specifying a maximum number of permitted guest rooms, or reducing the maximum allowable lot coverage on the site.	<input type="checkbox"/>
Option 4: Rezone to R-1. A final option is to eliminate the VS zoning that applies to the Monarch Cove Inn and El Salto properties. Currently the properties are subject to VS/R-1 “dual zoning,” meaning that both the R-1 and VS zoning standards apply to the property. If the VS zoning were eliminated, visitor accommodation and related visitor-serving uses (aside from bed and breakfast establishments) would not be allowed on the properties.	<input type="checkbox"/>
Option 5: Other suggestion. (explain)	<input type="checkbox"/>

Issues and Options Survey	Check Preferred Option(s)
Issue 16: Height (Page 32)	
A. Residential Neighborhoods (Page 32)	
Option 1: Maintain existing standards.	1
Option 2: Eliminate 27-foot exception. This option would eliminate the 27-foot height exception by requiring all buildings to meet either a 25-foot or 27-foot height standard.	2
Option 3: Allow greater variation based on existing neighborhood character. This option would allow greater variation in permitted building height based on neighborhood characteristics. There are a number of different ways to achieve this as described in Issue #1.	3
Option 4: Other suggestion. (explain)	4
B. Capitola Village (Page 33)	
Option 1: Maintain existing standard.	1
Option 2: Expand exception provisions. With this option the zoning code could modify the existing exception provision to allow taller buildings in more cases. For example, the Planning Commission could allow taller buildings if it would allow for a superior design or would enable the project to provide a substantial community benefit.	2
Option 3: Increase maximum height limit to accommodate 3 stories. The zoning code could increase the maximum allowed building height to accommodate three stories. This could be accompanied by new standards and findings to ensure taller buildings are compatible with the existing Village character and don't negatively impact adjacent residential areas. Allowing three-story buildings in the Village could increase opportunity for new vertical mixed use development with ground floor retail and housing or office uses above.	3
Option 4: Other suggestion. (explain)	4

Issues and Options Survey	Check Preferred Option(s)
Issue 16: Height (continued)	
C. Hotel (Page 33)	
<p>Option 1: Apply CV Zone Standard to Hotel. This option would apply the same height standard to the Village hotel that applies to all other properties in the Village. If the maximum permitted height in the CV remains at 27 feet, the hotel could also not exceed 27 feet. However, this option would not be consistent with General Plan goals and Policy LU-7.5.</p>	<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">1</div>
<p>Option 2: Establish Performance Standard for Hotel Height. In zoning codes, performance standards dictate a specific outcome and provide flexibility in how best to achieve the outcome on a case-by-case basis. The Zoning code could establish a performance standard for the Hotel height instead of a numerical standard. This performance standard could be similar to the guiding principle in the General Plan that the maximum height of the hotel should remain below the elevation of the bluff behind and that the bluff behind the hotel should remain legible as a green edge with existing mature trees maintained on site.</p>	<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">2</div>
<p>Option 3: Establish a Numerical Standard Unique to Hotel. The updated zoning code could contain a specific numerical standard for the maximum hotel height. One approach might be to limit building height at the Monterey Avenue frontage to two stories but allow a greater maximum height at the rear of the property as contemplated in the General Plan.</p>	<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">3</div>
<p>Option 4: Other suggestion. (explain)</p>	<div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">4</div>

Issues and Options Survey	Check Preferred Option(s)
Issue 17: Floor Area Ratio (Page 34)	
A. Decks (Page 35)	
Option 1: Maintain existing standards.	1
Option 2: Increase allowance beyond 150 sf. Update Floor Area calculation to increase the amount of area within covered first story decks and second story decks that is not counted toward the floor area calculation. The 150 sf allowance could be doubled to 300 sf.	2
<p>Option 3: Add exception for special circumstances. There are special circumstances in which allowing a second story deck will not have an impact on neighbors or may be an asset to the public. The code could include exceptions for special circumstances to allow larger decks that are not counted toward the floor area.</p> <ul style="list-style-type: none"> a. Front Façade. Privacy issues are typically on the side and back of single family homes. The ordinance could consider increased flexibility for decks on the first and second story front facades to allow for increased articulation while not impacting privacy of neighbors. There are two options for decks on front facades. The first is to increase the allowed deck area (beyond 150 sf) on the front façade of a home. The second option is to remove front façade decks from the calculation entirely by including front story decks within the list of items <i>not</i> included in the floor area calculation. b. Open Space. There are a number of homes in Capitola that are located adjacent to open space. For example, the homes located along Soquel Creek and ocean front properties. Similar to the prior exception, the code could be revised to either increase the allowed deck area or remove the calculation entirely for decks located on elevations facing open space. c. Restaurants and Hotels. Visitor experiences are enhanced when they take in a view. The code currently does not include an exception for decks on hotels or restaurants. The code could be revised to either increase the maximum allowed deck area of restaurants and hotels or remove decks on restaurants and hotels from the floor area calculation entirely. d. Eliminate decks from FAR formula 	<div style="margin-bottom: 20px;">3a</div> <div style="margin-bottom: 20px;">3b</div> <div style="margin-bottom: 20px;">3c</div> <div style="margin-bottom: 20px;">3d</div>
Option 4: Other suggestion. (explain)	4

Issues and Options Survey	Check Preferred Option(s)
Issue 17: Floor Area Ratio (Continued)	
B. Basements (Page 35)	
Option 1: Maintain existing standards.	<input type="checkbox"/>
Option 2: Increase existing allowance beyond 250 square feet.	<input type="checkbox"/>
Option 3: Remove basements from FAR formula.	<input type="checkbox"/>
Option 4: Other suggestion. (explain)	<input type="checkbox"/>
C. Phantom Floors, Roof Eaves, and Window Projections (Bay Windows) (Page 36)	
Option 1: Maintain existing standards.	<input type="checkbox"/>
Option 2: Remove phantom floors from the FAR calculation.	<input type="checkbox"/>
Option 3: Remove roof eaves from the FAR calculation.	<input type="checkbox"/>
Option 4: Remove window projects from FAR calculation.	<input type="checkbox"/>
Option 5: Remove a combination of phantom floors, roof eaves, and/or window projections from the FAR calculation.	<input type="checkbox"/>
Option 6: Other suggestion. (explain)	<input type="checkbox"/>
Issue 18: City Council Appeal of Planning Commission Decision (Page 36)	
Option 1: Maintain existing appeal process.	<input type="checkbox"/>
Option 2: Add "call-up" procedure without requirement of majority vote by CC to call-up an application.	<input type="checkbox"/>
Option 3: Add "call-up" procedure and require majority vote by City Council to call-up an application.	<input type="checkbox"/>
Option 4: Other suggestion. (explain)	<input type="checkbox"/>



CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: CITY MANAGER'S DEPARTMENT

SUBJECT: LIABILITY CLAIM

RECOMMENDED ACTION: Deny liability claim and return it to claimant as a late claim.

DISCUSSION:

The following claimant has filed a liability claim against the City of Capitola:

1. Ann Schroedel, undetermined amount

ATTACHMENTS: None

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

Reviewed and Forwarded
by City Manager: 

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: CITY MANAGER'S DEPARTMENT

SUBJECT: CONSIDER A RESOLUTION AMENDING THE CLASSIFICATION PLAN TO ADD PREVIOUSLY AUTHORIZED SENIOR MECHANIC, AND AMEND THE ASSOCIATION OF CAPITOLA EMPLOYEES MEMORANDUM OF UNDERSTANDING

RECOMMENDED ACTION: Adopt a Resolution amending the Classification Plan to add the previously authorized Senior Mechanic position, and amending the Association of Capitola Employees Memorandum of Understanding adding the position.

BACKGROUND: As part of the Fiscal Year 2014/2015 budget process the City Council authorized the re-creation of the Senior Mechanic position and authorized the funding for the position. The Senior Mechanic position existed in the past; however it has been filled by a contract employee for a number of years. The historical job description was not available, so it became necessary to re-create the job description. A Resolution to re-create the position and job description, and add it to the classification system is required as part of the process.

DISCUSSION: The Senior Mechanic position was re-created during the Fiscal Year 2014/2015 Budget and has recently been filled internally by an existing employee. The City Council will need to approve the attached draft Resolution and amend the Association of Capitola Employees Memorandum of Understanding to include the Senior Mechanic position.

FISCAL IMPACT: No fiscal impact. This position is fully funded in the budget and is staffed.

ATTACHMENT:

1. Draft Resolution

Report Prepared By: Larry Laurent
Assistant to the City Manager

Reviewed and Forwarded
by City Manager: 

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RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
 APPROVING A NEW CLASSIFICATION AND AMENDING THE JOB DESCRIPTION FOR
 THE POSITION OF SENIOR MECHANIC, AND AMENDING THE MEMORANDUM OF
 UNDERSTANDING BETWEEN THE ASSOCIATION OF CAPITOLA EMPLOYEES AND CITY
 OF CAPITOLA ADDING THE SENIOR MECHANIC POSITION AND RELATED SALARY
 SCHEDULE AND BENEFITS EFFECTIVE 3/15/2015**

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

WHEREAS, the Capitola City Council discussed the work program and level of staff resources of the Public Works Department during the Fiscal Year 2014-2015 Budget, and authorized the creation and funding of an Senior Mechanic position; and

WHEREAS, the position and job description was approved in the Fiscal Year 2014-2015 Budget by the City Council without the accompanying required Resolution, and

WHEREAS, an amended job description for the classification of Senior Mechanic is attached as Exhibit "A" and herein incorporated by reference; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Capitola does hereby approve the amended job description for the classification of Senior Mechanic, which will be placed in the Association of Capitola Employees and will be Fair Labor Standard Act (FLSA) Non-Exempt.

BE IT FURTHER RESOLVED by the City Council that the Association of Capitola Employees Memorandum of Understanding be amended to include the Senior Mechanic classification and salary as listed below effective March 15, 2015.

	A	B	C	D	E
SENIOR MECHANIC	\$4,758	\$4,996	\$5,246	\$5,508	\$5,783

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Capitola on the 9th day of April, 2015, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

 Dennis Norton, Mayor

ATTEST:

_____, CMC
 Susan Sneddon, City Clerk

EXHIBIT "A"
CITY OF CAPITOLA
SENIOR MECHANIC

GENERAL PURPOSE

The Senior Mechanic is the lead mechanic and is responsible for the operation, scheduling, and maintenance of City vehicles and equipment. The Senior Mechanic supervises the Mechanic position and provides leadership to the Fleet Division of Public Works

SUPERVISION RECEIVED

Works under the close supervision of the Public Works Superintendent and the Public Works Director.

SUPERVISION EXERCISED

Exercises close supervision on assigned mechanics or maintenance crews assigned to the fleet division

ESSENTIAL DUTIES AND RESPONSIBILITIES

Plans, coordinates, and prioritizes a variety of activities including day to day routine maintenance, short and long term goals, annual objectives, special projects, and crisis situations and oversees and participates in their execution.

Coordinates vehicle and equipment maintenance with Public Works and Police Department personnel to insure they are properly maintained to adequately service the City.

Maintains all vehicle information including acquisition date, annual mileage, and all maintenance and service records

Performs major and minor maintenance on vehicles and equipment.

Checks fuel, lubrication, cooling, battery, and hydraulic system fluid levels and replenishes as necessary. Pressure lubricates equipment, packs bearings, drains and fills reservoirs with specific lubricant.

Inspects automobiles, trucks, and related equipment to locate and determine the extent of necessary overhaul or repair.

Checks tire wear, ensures proper tire inflation. Rotates repairs and maintains tires.

Ensures the working environment in the garage and equipment yard is safe and clean. Assists in the implementation of garage policies and procedures.

Washes and cleans equipment as needed.

Installs and adjusts headlights.

Operates vehicles and equipment to aid in diagnostics; pick up and deliver vehicles and parts.

RESOLUTION NO. _____

Coordinates work with commercial shops for specialized repair work as necessary.

Welds and performs body work and paints equipment as needed. Senior mechanic may perform related work as required.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Graduation from high school diploma or GED equivalent plus five years specialized experience and training in mechanics, maintenance management, or a closely related fields.

Necessary Knowledge, Skills and Abilities:

- (A) Knowledge of the principles and techniques of personnel supervision, motivation and training; standard practices, equipment and materials used in park, landscape, street and facility maintenance; occupational hazards and safety procedures.
- (B) Knowledge of mechanical parts of automotive equipment, lubricants and fuels and their proper use, internal combustion and diesel engines, welding equipment, air tools, grinders, drill press, multimeters and engine hoist.
- (C) Skill in operation of tools and equipment.
- (D) Ability to understand and follow oral and written instructions; change and repair tires for light and heavy equipment; drive automotive equipment safely; lift heavy automotive parts and tools; maintain cooperative working relationships with those contacted in the course of work; and be willing to work other than an 8-hour shift.

Ability to plan, supervise, schedule and evaluate work of employees; ability to communicate effectively, orally and in writing, and relate well to the public, superiors, subordinates and other departments of the City; ability to develop new ideas for equipment and manpower efficiency and beautification and preservation of streets, parks and facilities; ability to keep records and prepare reports; ability to carry out Department policies and procedures; ability to work in a safe, productive manner and indoctrinate subordinates in safe work practices; ability to operate department equipment and vehicles.

SPECIAL REQUIREMENTS

Possession of a valid California Motor Vehicle Operator's Class C license is required. Possession of a valid California Motor Vehicle Operator's Class B license is desired.

TOOLS AND EQUIPMENT USED

Motorized vehicles for mechanical testing purposes, power and hand tools and equipment for vehicle and mechanical system work; mechanic's tools including jacks, hydraulic lifts, air tools, and other tools required for minor repairs and routine maintenance of motorized vehicles; electronic vehicle diagnostic equipment; personal computer, calculator, phone; mobile or portable radio.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit and talk or hear. The employee must frequently lift and/or move up to 25 pounds, and occasionally lift weights up to 100 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals. The noise level in the work environment is moderately noisy.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

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

Effective:
Revised: 3/2015



CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: CITY MANAGER

SUBJECT: CONSIDER INITIATING A PUBLIC PROCESS TO EVALUATE OPTIONS TO DEVELOP A NEW PUBLIC PARK, A PARKING STRUCTURE, NEW CIVIC FACILITIES, AND A HOTEL ON 420 CAPITOLA AVE AND THE PACIFIC COVE SITES

RECOMMENDED ACTION: Accept the public outreach plan recommended by the Mayor's Ad Hoc Committee to consider options to redevelop 420 Capitola Avenue and the Pacific Cove sites consistent with adopted General Plan goals, and authorize the Subcommittee to assist in the Plan's implementation.

BACKGROUND: Following the completion of the General Plan, and the construction of the temporary parking lot in Lower Pacific Cove, last Fall the City Council considered a proposal to enter into a partnership with a local development firm to begin a public process to consider a project on the City Hall/Pacific Cove site. The proposed project for the seven acre City Hall/Pacific Cove site included the following:

- Creating a park/open space in Lower Pacific Cove;
- Relocating police and emergency operations out of the flood plain;
- Building a multi-story parking structure to consolidate existing surface parking lots; and
- Limiting impacts on the existing General Fund through the development of a hotel on site to help finance the project

At that hearing, City Council rejected the proposed partnership and directed staff to return with a proposal for a staff-lead public outreach process to consider options to redevelop the site.

On January 22, 2015, the City Council reviewed a staff-lead effort public outreach process. At that hearing, the Council directed the Mayor to form an Ad Hoc Subcommittee to prepare a public outreach plan for the potential project. That committee met three times over the last several months, and after considering several options, is recommending the City consider the attached outreach plan.

DISCUSSION: The Subcommittee's outreach plan includes a four step approach intended to make use of available resources to provide reliable public information regarding the City's Pacific Cove/City Hall property and focuses on gauging the level of community support for the current proposal to achieve the General Plan goals for the property. Specifically the plan calls for:

1. Dedicating the majority of the upcoming City Newsletter to this topic.
2. Developing a dedicated page on City website with background material regarding the proposal.

Item #: 10.A. Staff Report.pdf

AGENDA STAFF REPORT APRIL 9, 2015

SUBJECT: REDEVELOPMENT OF CITY HALL/PACIFIC COVE

3. Hold one public workshop to provide an overview of project and give community time to pose questions – understanding some questions may not be answerable. Those questions will be clearly identified in the process and researched if the project moves forward. Hire facilitator at a cost of less than \$5,000
4. Develop a survey that probes into community interest into the goals, their particular value or urgency, and opinions regarding proposals to achieve the goals. Utilize Gene Bregman at \$1,000 to provide input into the survey to help ensure questions are properly posed.

One key area of discussion at the Subcommittee was balancing the need for information with the cost of obtaining such information. In the end, the Subcommittee is recommending a process that is cost-effective and focuses on the project goals/outcomes, deferring the need for a great deal of additional investment and allowing “early off ramps” should the City discontinue the project.

Should City Council accept the proposed outreach plan, the Ad Hoc Committee has volunteered to continue assisting the City with the process, including reviewing the newsletter and assisting in the development of the survey.

FISCAL IMPACT: Funding for the proposed outreach plan exists in the City Manager's Fiscal Year 2014/2015 Unanticipated Events Budget.

ATTACHMENTS:

1. Ad Hoc Committee Outreach Plan
2. January 22, 2015 Staff Report

Report Prepared By: Jamie Goldstein
City Manager

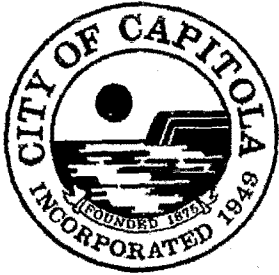
Reviewed and Forwarded
By City Manager 

Suggested Outreach: simplified/low cost approach—Westman and Woodside

We suggest a four step approach that will make use of available resources to provide reliable public information regarding the City's Village property and will focus on gauging the level of community support for the current proposal to achieve the General Plan goals for the property. Use external interest groups (such as the Chamber, CVRA) to facilitate outreach – advertise workshop and newsletter.

1. Dedicate the majority of the upcoming City Newsletter to this topic. Stories in the newsletter regarding the background on the site, the General Plan goals for the site, and the current proposal. Maybe sidebars about financing/costs associated with each element of the proposal/condition of City Hall/Parking. Use newsletter to notice workshop.
2. Develop dedicated page on City website with info and background material regarding the proposal.
3. Hold one public workshop: Provide overview of project and give community time to pose questions – understanding some questions may be answerable. Those questions will be clearly identified in the process and researched if the project moves forward. Hire facilitator at a cost of less than \$5,000. Consider filming workshop so recording is available on website.
4. Develop mail survey that probes into community interest into the goals, their particular value or urgency, and opinions regarding proposals to achieve the goals. Utilize Gene Bregman at \$1,000 to prove input into the survey to help ensure questions are properly posed. Mail survey estimated at approximately \$3,000-\$5,000.

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CITY COUNCIL AGENDA REPORT

MEETING OF JANUARY 22, 2015

FROM: CITY MANAGER

SUBJECT: CONSIDER INITIATING A PUBLIC PROCESS TO EVALUATE OPTIONS TO DEVELOP A NEW PUBLIC PARK, A PARKING STRUCTURE, NEW CIVIC FACILITIES, AND A HOTEL ON 420 CAPITOLA AVE AND THE PACIFIC COVE SITES

RECOMMENDED ACTION: Authorize staff to initiate a public process to consider options to redevelop 420 Capitola Avenue and the Pacific Cove sites consistent with adopted General Plan goals, authorize the expenditure of up to \$25,000 to update parking structure design/costs and retain the City's on-call architect to help develop project alternatives, and approve associated Budget Adjustment (Attachment 1).

BACKGROUND: In 2011 City facilities at 420 Capitola Avenue were inundated with water twice, with water entering the police station and City Council Chambers. That flood required the relocation of the police department into trailers for more than five months. The Local Hazard Mitigation Plan, which was prepared in 2012, identifies moving these important public facilities out of the flood plain as a high priority project. In 2013, the City Council authorized construction of a temporary parking lot on Lower Pacific Cove. At that time City Council directed staff to develop a plan to transition those parking spaces into a parking structure to free up the Lower Pacific Cove site for public open space.

On October 9, 2014, the City Council considered an Exclusive Negotiating Agreement (ENA) with Lawlor/French LLC, a local development firm, to enter into a partnership to hold a public process to consider a project on the City Hall/Pacific Cove site. Specifically the project concept for the seven acre City Hall/Pacific Cove site included: a new park in Lower Pacific Cove, a parking structure, new City Hall/Police out of the flood plain, and a new hotel. That agreement would have required the City expend \$25,000 to help prepare material for the public workshops¹, and committed the City to working with the Lawlor/French team should the City ultimately choose to proceed with a project.

At that hearing, City Council rejected the EN, and directed staff to return with a proposal for a staff-lead public process to consider options to redevelop the site. In addition, Council requested that when the item returned to the City Council staff include existing site planning information the City had already obtained to help inform the process.

¹ The proposed ENA included a mandatory \$25,000 for design/project management services plus an additional \$25,000 fee if the City ultimately elected not to proceed with a project.

Item #: 10.A. Attach 2.pdf

AGENDA STAFF REPORT JANUARY 22, 2015
SUBJECT: REDEVELOPMENT OF CITY HALL/PACIFIC COVE

DISCUSSION: Should the Council choose to redevelop the City Hall/Pacific Cove site, the primary goals as identified in the City's General Plan, certified Local Hazard Mitigation Plan (LHMP), and proposed by staff, are:

- Create a park/open space in Lower Pacific Cove (General Plan);
- Relocate police and emergency operations out of the flood plain (LHMP, General Plan);
- Build a multi-story parking structure to consolidate existing surface parking lots (General Plan); and
- Limit impact on the existing General Fund (staff proposed).

Developing a project to meet these objectives will cost more than \$20 million. In an effort to find a cost effective solution to these issues that does not result in a significant new liability to the existing General Fund or impose a new tax on the community, staff worked to develop a concept that achieves the goals identified above. The primary financing mechanism behind that overall project was the creation of a new ~80 room hotel on the current City Hall site.

Should City Council wish to develop this project, staff has outlined a public outreach process to further vet the project, and developed a project budget to ensure the process is well informed with the best information available. The basic elements of the proposed public outreach process, Attachment 6, includes:

- Extensive public noticing;
- Dedicated page on City website with project information;
- Two public workshops (dates to be determined in February and March); and
- Final report to Council for consideration of next steps (April).

The budget includes funding to update the 2011 Watry Parking Structure Study as some of the project constraints have changed and costs have increased. In addition, staff proposes the City's on-call architect be retained to help refine concepts that are developed during the public process, and to help provide context regarding viable options for the site.

Also attached to this report are three studies previously prepared in connection with the project. With the exception of the Watry Parking Structure Study, which was funded through a Federal Grant, the other reports were prepared at no cost to the City.

Watry Parking Structure Study (Attachment 2) – This 2011 study evaluated several options to construct a parking structure, ultimately recommending a three level option at a cost of \$12.8 million. Staff is recommending an update to this study, as some of the projects constraints have eased. In particular with the Regional Transportation Commission's acquisition of the rail right of way, and the closure of the Pacific Cove Mobile Home Park, it may be possible to widen the structure and reduce per space costs.

New City Hall Study (Attachment 3) – In 2012 Devcon Construction Inc. prepared a pro-bono conceptual site plan/cost estimate to develop a joint City Hall-Library on the northeast portion of the Pacific Cove site. The study included a 10,000 square foot (SF) library, 2,000 SF council chambers, and a 1,200 SF museum on the upper level, and a 16,000 SF City Hall on the lower level that included the police station and City administrative offices. The total project cost was estimated at \$13.2 million. This study could be updated should the library be removed from the project, and to evaluate the best future location for the Capitola Museum, should the project be pursued.

AGENDA STAFF REPORT JANUARY 22, 2015
SUBJECT: REDEVELOPMENT OF CITY HALL/PACIFIC COVE

Library Facility Master Plan (Attachment 4) – In 2013 Santa Cruz Public Libraries completed a Facilities Master Plan that looked at all 10 branch libraries in the County. As part of that effort, the project consultant developed two rough conceptual alternatives for a new Capitola Branch Library, one at the current site on Wharf Road and the other on Monterey/Bay Avenue. The graphic of the Monterey/Bay Avenue option is attached.


October 9, 2014 Power Point Presentation (Attachment 5) – The Powerpoint presentation outlines the policy basis, funding challenges, and timelines for a potential project.

FISCAL IMPACT: The \$25,000 in proposed funding for the engineering/design services would be made available using \$10,000 in the City Manager's Unanticipated Events Budget and through approval of the attached Budget Adjustment transferring \$15,000 from General Fund Balance.

ATTACHMENTS:

1. Budget Adjustment
2. Watry Parking Structure Study excerpt
3. Devcon New City Hall Study
4. Library Facility Master Plan study excerpt
5. October 9, 2014 Power Point Presentation
6. Proposed Public Outreach Process

Report Prepared By: Jamie Goldstein
City Manager

Reviewed and Forwarded
By City Manager 

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: DEPARTMENT OF PUBLIC WORKS
SUBJECT: MASTER PLAN FOR MONTEREY BAY SANCTUARY SCENIC TRAIL NETWORK

RECOMMENDED ACTION It is recommended that City Council approve a Resolution adopting the Master Plan for the Monterey Bay Sanctuary Scenic Trail Network.

BACKGROUND On November 7, 2013, the Santa Cruz County Regional Transportation Commission (SCRTC) adopted a Master Plan for the Monterey Bay Sanctuary Scenic Trail Network (MBSSTN). The MBSSTN is a 50-mile network of bicycle and pedestrian trails that will provide for transportation and recreation uses. The primary trail within MBSSTN will follow the existing 32-mile rail corridor that extends the length of Santa Cruz County from Davenport to Pajaro in Monterey County. The remaining 18 miles consist of on-road facilities, other trails and natural surface paths to connect to schools, shopping centers and coastal access areas. The SCRTC also certified a programmatic level Environmental Impact Report in order to streamline future environmental clearance procedures.

The portion of the MBSSTN within the rail corridor is known as the "Rail Trail" and would abide by the conditions of acquisition of the rail corridor by the SCRTC and coexist with existing and potential future rail service. The rail corridor was purchased using \$11 million from the voter-approved Proposition 116 (Clean Air and Transportation Improvement Act of 1990 – California Public Utilities Code Section 99600 et seq.).

City staff participated in the planning process for the Master Plan and Councilmembers that served on the SCRTC at the time supported its approval. The Master Plan establishes the alignment for the MBSSTN and design features at a high altitude level. It also identifies planning issues associated with the trail's construction and proposes policies and options related to design, implementation, operation, maintenance and liability.

Two segments of the MBSSTN are within Capitola City limits: Segment 10- Live Oak to Jade Street Park and Segment 11 – Jade Street Park to Aptos. The City received SCRTC funding for a connection to the trail from the Upper Beach and Village Parking Lot. This project is currently under design.

DISCUSSION: The SCRTC has invited local jurisdictions to assist with implementation of the Master Plan. It should be noted that adoption of the Master Plan does not obligate the City to accept the proposed policies concerning design, operation, maintenance and liability. SCRTC staff has acknowledged that these will be worked out as the MBSSTN is developed and as agreed upon with respective agencies.

The County of Santa Cruz, and the cities of Watsonville and Santa Cruz have all approved Resolutions of support for the Master Plan.

FISCAL IMPACT: Adoption of the Master Plan would have no financial impact to the City at this time. There could be financial impacts in the future should the City choose to develop, operate and maintain portions of the MBSSTN.

ATTACHMENTS

1. Draft Resolution
2. Monterey Bay Sanctuary Scenic Trail Network Master Plan Executive Summary
(the complete Plan is available at City Hall)

Report Prepared By: Steven Jesberg
Public Works Director

Reviewed and Forwarded
By City Manager: 

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RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
ADOPTING THE MONTEREY BAY SANCTUARY SCENIC TRAIL NETWORK
MASTER PLAN PREPARED BY THE SANTA CRUZ COUNTY
REGIONAL TRANSPORTATION COMMISSION**

WHEREAS, The Santa Cruz County Regional Transportation Commission (SCRTC) has adopted the Monterey Bay Sanctuary Scenic Trail Network (MSSTN) Master Plan for; and

WHEREAS, the "Rail Trail" (Trail) will provide for transportation, recreation and interpretive uses for pedestrians and bicyclists; and

WHEREAS, the SCRTC has certified a programmatic level Environmental Impact Report (EIR) and subsequent addendum EIR for the Master Plan; and

WHEREAS, development of the Master Plan and EIR involved substantial public involvement and outreach including extensive review by residents, agricultural operators, local jurisdictions, agency partners and the community at large; and

WHEREAS, the SCRTC has invited local jurisdictions to assist with implementation of the project and indication of support through resolution to support adoption of the Master Plan; and

WHEREAS, two segments of the MBSSTN are within the City of Capitola; and

WHEREAS, the City and community of Capitola has consistently shown support for the MBSSTN and support for the Master Plan is in keeping with that commitment.

NOW, THEREFORE, BE IT FUTHER RESOLVED, by the City Council of the City of Capitola that it hereby adopts the Monterey Bay Sanctuary Scenic Trail Network Master Plan.

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 9th day of April, 2015, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Dennis Norton, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk

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monterey bay sanctuary SCENIC TRAIL NETWORK MASTER PLAN

Prepared for the:
SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION

ADOPTED 11-07-2013
REVISED 2-06-2014

7 OPERATION AND MAINTENANCE

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Congressman Sam Farr

I. EXECUTIVE SUMMARY

I.I OVERVIEW

The Monterey Bay Sanctuary Scenic Trail Network (MBSST Network) is a two-county pedestrian and bicycle pathway project that was initially conceived by the Santa Cruz County Sanctuary Interagency Task Force and championed by Congressman Sam Farr to foster appreciation for the Monterey Bay National Marine Sanctuary and provide a non-motorized coastal path for walkers, joggers, cyclists, people with mobility impairments, families, locals, and visitors.

The Monterey Bay Sanctuary Scenic Trail Network Master Plan (Master Plan) is the result of a directed effort by the Santa Cruz County Regional Transportation Commission (RTC) to develop a braided bicycle/pedestrian MBSST Network along Santa Cruz County's coast. The Santa Cruz Branch Rail Line corridor, which includes the proposed Coastal Rail Trail, will serve the MBSST Network's continuous multi-use trail "spine" to provide alternative transportation and coastal access. The spine, or primary alignment, of the MBSST Network will be built parallel to (not in place of) the operational rail line, within the rail right-of-way, to the extent possible so freight service can continue and future passenger rail service may be provided.

The Coastal Rail Trail promises to be a highly valuable asset to the Santa Cruz County community for transportation, recreation, education, health, eco-tourism, coastal access, economic vitality, and other visitor-serving purposes. Implementation of this key 32-mile-long transportation corridor will allow greater transportation options to 88 parks, 42 schools, and over half of the county's population who live within one mile of the corridor (per 2010 Census tract information). The full MBSST Network will also serve as the California Coastal Trail, although additional facilities may be added.

I.II MASTER PLAN PURPOSE

The purpose of this Master Plan is to establish the continuous alignment and set of design standards for the Coastal Rail Trail and its associated spur trails within the context of existing physical constraints of the railroad, coastal access requirements, highway, and public street rights-of-way. The Master Plan identifies planning issues associated with the Coastal Rail Trail's construction and presents feasible solutions for its design and long-term operation and maintenance.

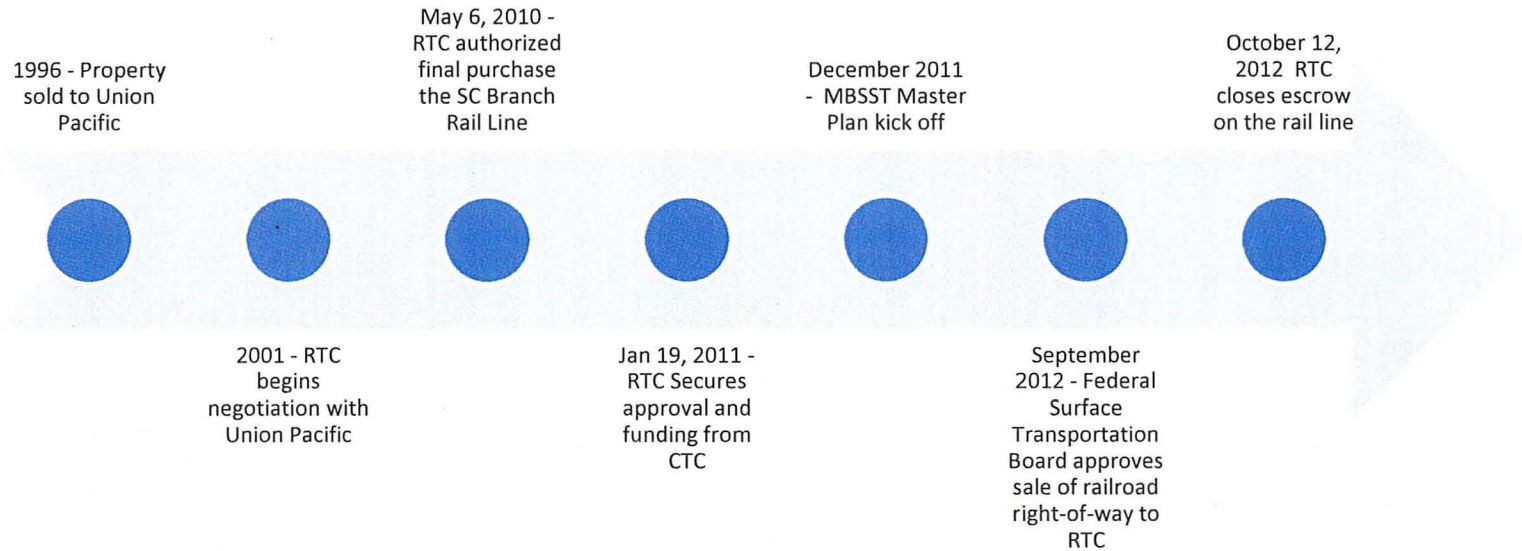
The focus of this Master Plan is on the proposed alignment of the 32-mile-long Coastal Rail Trail as the spine of the broader MBSST Network with additional spur trails and natural surface paths providing connectivity to the coast and to activity centers.

These trails and other existing on-road bicycle and pedestrian facilities form the braided network of trails that is the MBSST Network project. The continuous MBSST Network also proposes gap closures within the project area and access to other desirable destinations, as well as to the coast. These trails, on-street facilities, and natural surface paths will form the approximately 50-mile bike/pedestrian MBSST Network.

I.III PROJECT HISTORY

The Coastal Rail Trail, serving as the system’s spine, is a result of a 20-year-long effort to purchase the Santa Cruz Branch Rail Line, which was first established in 1876. In the early 1990s, the RTC began efforts to purchase the Santa Cruz Branch Rail Line right-of-way. Originally owned by Southern Pacific, the property was sold to Union Pacific in 1996. In 2001, the RTC officially began negotiating with then-owner Union Pacific. Over the next decade, negotiations and due diligence work were conducted. On May 6, 2010, the RTC decided to purchase 31 miles of the 32-mile Santa Cruz Branch Rail Line from Union Pacific for \$14.2 million, with \$11 million coming from the California voter-approved Proposition 116. On January 19, 2011, the RTC secured approval and funding from the California Transportation Commission for the purchase of the Santa Cruz Branch Rail Line. On October 12, 2012, the RTC successfully closed escrow, placing title of the branch line into public ownership with the commitment of facilitating passenger and freight service, as well as creating a multi-use bicycle and pedestrian trail.

Iowa Pacific runs the line as the Santa Cruz & Monterey Bay Railway. The Chicago-based railroad company is responsible for maintenance, though not for the work that needs to be done to upgrade the line. Iowa Pacific owns a 20-foot-wide easement along the length of the rail line for rail operations and maintenance.



I.IV PROJECT GOALS

Through a collaborative planning process, the following goals were developed to guide the development of the Master Plan. They are designed to enhance non-motorized mobility and improve safety, access, traffic congestion, air quality, and the quality of life for Santa Cruz County residents, workers, and visitors. The goals are meant to function as the common framework that integrates the countywide rail trail to new and existing bicycle and pedestrian facilities.

GOAL 1: TRAIL SYSTEM DEVELOPMENT

Define a continuous trail alignment that maximizes opportunities for a multi-use bicycle and pedestrian trail separate from roadway vehicle traffic.

GOAL 2: ENHANCE APPRECIATION OF THE COASTAL ENVIRONMENT

Develop public trail access along the Monterey Bay National Marine Sanctuary to enhance appreciation, understanding, and protection of this special resource.

GOAL 3: EDUCATION AND AWARENESS

Promote awareness of the trail, trail opportunities, and trail user responsibilities.

GOAL 4: IMPLEMENTATION

Develop a long- and short-term program to achieve the policies set forth by this Master Plan through a combination of public and private funding, regulatory methods, and other strategies.

GOAL 5: OPERATION AND MAINTENANCE

Develop the necessary organizational staffing and funding mechanisms to ensure that all trail segments, trailheads, and accessory features are safe, well-maintained, and well-managed.

I.V PUBLIC INPUT

The planning effort for the Master Plan has been conducted within the framework of an extensive public outreach program designed to involve all those interested and affected by the proposed trail. It does not consider use of private property, does not presume eminent domain actions, and does not prohibit continued agricultural and rail operations.

STAKEHOLDER INTERVIEWS

The majority of the interviews were conducted over a three-day period (October 25, 26, and 27, 2011) at the Santa Cruz County Regional Transportation Commission's office. Following the initial meeting series, two additional stakeholder groups were interviewed—one on November 16, 2011 at RRM Design Group's office and the other on December 1, 2011 via telephone.

A total of 68 people representing 52 stakeholder groups were interviewed. The interviews began with a summary of the project by RTC staff. Following this introduction, the consulting planning team discussed with each stakeholder group their interest in the project, specific technical issues, perceived opportunities and constraints, and, finally, their key desired outcomes. The stakeholder's comments were noted on interview forms by planning team members.

WORKSHOP SERIES #1

This workshop series occurred on three consecutive evenings in north, mid and south county locations from December 13, 2011 to December 15, 2011; approximately 200 members of the public attended. The goal of the workshop series was to bring the community into the MBSST Network development early in the process, with the focus on soliciting ideas for new alignment opportunities, connection points, and design elements.

Workshops began with an overview by RTC staff of the Master Plan's evolution and goals, followed by an update from the consultant on the field work, corridor analysis and initial trail alignment effort completed so far. Following this introduction, the MBSST Network was defined to help illustrate the concept of a "braided" trail system with a well-defined, off-street, paved, multi-use trail following the rail corridor, and serving as the spine for the MBSST Network. With the MBSST Network defined, the consultant team then presented constraints, opportunities, and the emerging trail alignment(s) within the Master Plan area.

WORKSHOP SERIES #2

This workshop series occurred on four consecutive evenings in north, mid and south county locations from November 26, 2012 to November 29, 2012. The workshops were attended by approximately 300 members of the public. The workshop series' goal was to provide an overview of the Draft Master Plan, demonstrate how community input provided at the first workshop influenced the trail alignments, and solicit the community's preferences for trail segment implementation prioritization.

Workshops began with an overview by RTC Staff of the Master Plan's evolution and goals, followed by a summary from the consultant of the field work, corridor analysis, trail alignment development, design standards establishment, and cost analysis efforts completed for the Draft Master Plan. Following this introduction, the organizational structure of the Draft Master Plan was presented along with a synopsis of each section contained within the document. With the Draft Master Plan's contents presented, the consultant team then described the "look and feel" of the MBSST Network's various components through renderings and photographs to help workshop participants visualize the project's build-out.

Following the presentation, workshop participants were provided segment priority preference surveys and asked to list their first and second segment priorities for implementation. To facilitate this exercise, RTC and consultant team members staffed Trail Reach Stations set up around the perimeter of each workshop room. Community members were invited to visit their geographical area (or reach) of interest to ask questions and gather additional information about trail segments before listing their prioritization preferences.

As a result of this interactive process, Table 6.9 in Section 6 was developed to represent community preferences. Table 6.10 includes the cumulative sum of each participating community member's top two preferences. Community input was one of nine prioritization criteria utilized to determine the top segments per trail reach.

PROJECT AREA DESCRIPTION

The Master Plan organizes the proposed trail alignment into two categories: reaches and segments.

A reach is defined as a geographic area identified by regional similarities, such as the urbanized areas of Santa Cruz, Capitola, and Aptos. The Master Plan area is divided into the Northern, Central, and Watsonville Reaches, which are further explained in Sections 3.3 through 3.5.

Segments are defined as potential trail projects with logical beginning and end points. The Master Plan trail alignment is divided into 20 segments with the intent that each segment will be funded, designed, and constructed in part or as a whole.

NORTHERN REACH DESCRIPTION

The defined Northern Reach of the MBSST Network begins where Highway 1 crosses the San Mateo/Santa Cruz County line, just north of the Waddell Bluffs, and continues south to the northern Santa Cruz city limit near Schaffer Road. The Northern Reach consists primarily of narrow, steep coastal bluffs from Waddell Creek to Yellow Bank Beach at Coast Dairies, and transitions to rural agricultural land and natural coastal mesas south to Schaffer Road. There are numerous small coves and beach strands with mostly informal footpaths down to the beach shore. Large sections of the coastal edge are owned by California State Parks, with several scenic rest stops along Highway 1 that include passive recreation access to beaches, coastal bluffs, and inland parkland trails. Much of the land between Highway 1 and the coastal bluffs is managed under agricultural leases with intermittent public coastal access adjacent to the agricultural land. These intermittent access points vary from paved parking lots with restrooms, potable water, and scenic overlooks to unpaved informal roadway pullouts with difficult access to steep coastal bluff tops and beaches.

An existing multi-use paved path runs parallel between the railroad corridor and Highway 1, heading north just over one mile from Schaffer Road to Wilder Ranch trailhead parking off Highway 1. Many of the other public access points along the Northern Reach have limited signage and provide limited trail access along the coast. The railroad corridor parallels the coastal side of Highway 1 from Schaffer Road to Davenport, where the tracks cross Highway 1 to the inland side before ending one mile north of Davenport. Except for the crossing in Davenport, the railroad's offset from Highway 1 varies from 100 feet to 1/4 mile from Schaffer Road to Scaroni Road, then parallels Highway 1 at a distance of 50 to 100 feet as the coastal bluffs steepen and narrow toward Davenport. The rail tracks cross several small drainages with both wood trestles and box culverts in the Northern Reach. Much of the land south of Coast Dairies is flat, with intermittent rolling hills giving way to steep coastal cliffs further north. Sensitive biological areas exist along perennial creeks and drainages, and near coastal bluffs and sand dunes. The Northern Reach is comprised of Segments 1-5.



CENTRAL REACH DESCRIPTION

Beginning at Santa Cruz's northern city limit near Schaffer Road and extending southeast to Seascapes Park just south of Aptos, this reach of the rail corridor traverses through densely populated coastal urban areas. The combination of intense urban development and the steep coastal edge in the Central Reach creates many physical challenges. However, the central reach has the highest potential to improve bicycle and pedestrian access to key destinations and reduce the number of vehicle miles traveled and associated greenhouse gas emissions.

Within the Santa Cruz city limits, the rail corridor parallels many existing segments of the core route of the Monterey Bay Sanctuary Scenic Trail (MBSST) alignment. Much of the original alignment in the Central Reach is made up of on-road facilities, sidewalks, bike lanes or coastal edge pedestrian boardwalks with beach access and interpretive signs. Some sections are strictly in the street as Class III bike routes with no sidewalks. The rail corridor parallels the entire length of the existing MBSST alignment and could serve as an alternate off-street, multi-use route connecting communities north and south to the regional network.

Other challenges along the Central Reach are the many existing large rail bridge and trestle structure crossings. These structures are old, narrow in width, and span steep drainages and roadways. In one scenario the structure spans across a historic district in Capitola. The southern portion of the Central Reach parallels the coast meandering atop the steep coastal bluffs and multiple residential and resort areas. Equestrian use may be provided in Segment 6 of the reach. The Central Reach connects over six state beaches, numerous coastal access points, parks, schools, and provides future connection opportunities for countless communities along the corridor. The Central Reach is comprised of Segments 6-14.

WATSONVILLE REACH DESCRIPTION

The Watsonville Reach of the Monterey Bay Sanctuary Scenic Trail begins at railroad mile marker 10 near Seascapes Park, and ends over the Santa Cruz and Monterey County border at the Pajaro River and at Railroad Avenue in Monterey County. This reach only parallels the coastal edge for about one mile before it begins following the San Andreas Road alignment inland as it heads south and east. The landscape is primarily open space, with some residential areas near Manresa and tapers off to rural farm and agricultural lands further to the south. The rail alignment eventually drifts away from San Andreas Road just south of railroad mile marker 7 and follows the inland side of a steep sloping mesa.

The Watsonville Reach stretch of the corridor travels through native woodlands, flanked on the west by agricultural land on top of the mesa and to the east, rural land sloping away to the Gallighan Slough below. The Harkins Slough is an impressive wetland crossing with wide open fields flooded throughout the year. The rail crossing at the Harkins Slough is on a stretch of raised earthen dike. The rail line then crosses Watsonville Slough and passes through the center of the agricultural fields, just west of the city of Watsonville, eventually connecting to city park land and the downtown street network at Walker Street. The rail line crosses the Pajaro River to the south and ends at Railroad Avenue in the town of Pajaro. The Watsonville Reach is comprised of Segments 15-20.

I.VII PROJECT COSTS AND FUNDING

Through Congressman Sam Farr’s leadership and effort, the project was solidified as a two-county system in order to establish a trail around the full arc of the Monterey Bay. Congressman Farr secured \$9 million through federal appropriations and earmarks towards the project to be split equally between the two counties. Through the RTC’s discretionary funding sources, an additional \$2.2 million was designated for the project. Finally, the California Coastal Conservancy granted the RTC \$250,000 toward the preparation of the Master Plan so the trail will span the length of the Santa Cruz County coast from the San Mateo County line to the Monterey County line. Federal transportation dollars mandate the Trail Network serve the mobility needs of bicyclists and pedestrians. Additional funding will need to be identified to bring the project into full implementation. Figure A includes a cost breakdown summary associated with completing the MBSST Network.

NORTHERN REACH PROJECTS AND COSTS

The Northern Reach includes Segments 1-5. Table A prioritizes the segments by the number of points they received through nine project prioritization criteria (proximity to activity center, coastal access connectivity, trail segment cost, trail segment length, minimal or no bridge crossings, limited right-of-way constraints, gap closures, public input, and population density). The segments that received the most number of points are considered the most feasible for implementing within a short time frame. This includes Segments 5, 1, and 2 (in that order) as the top three segments within this reach.

These segments provide gap closures to existing MBSST Network segments, provide access to numerous activity centers, connect to the coastal edge and beaches, and provide connectivity to other existing local and regional bikeway and pedestrian facilities. Segments 3 and 4 may require a bit more lead time to resolve physical design constraints, right-of-way conflicts, complex coastal connections, and other budgetary challenges. However, these segments serve to close the gap in the overall MBSST Network, which will help elevate their importance for funding. Segment 5 is particularly in a good position for implementation as it falls within the railroad right-of-way corridor with minimal private land interference or significant environmental impacts. Also, equestrian use is appropriate for the Northern Reach, particularly in Segments 5 and 6.

TABLE A - Northern Reach Projects

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
33	5.1 - Davenport and Wilder Ranch	2.75 miles	<p>Subsegment 5.1 proposed improvements include:</p> <ul style="list-style-type: none"> • 1.49 miles (7,890 LF) multi-use paved path (Class I) along the coastal-side rail right-of-way • 1.26 miles (6,680 LF) native soil coastal bluff trails and coastal access between Davenport Beach and Yellow Bank Beach (this distance is comprised of Segments 5A, 5B, and 5C) • One (1) rail crossing at spur trail connecting Davenport parking lot to rail trail, parking lot improvements to existing dirt lot, coastal side of Highway 1 in Davenport near the Davenport Overlook • One (1) new signalized at-grade road crossing of Highway 1 in Davenport • One (1) rail crossing at the Highway 1 crossing • One (1) private road crossing • Fencing may be considered when project is implemented 	\$3,365,904	4-25 to 4-34
	5.2 - Davenport and Wilder Ranch	4.18 miles	<p>Subsegment 5.2 proposed improvements include:</p> <ul style="list-style-type: none"> • 2.58 miles (13,630 LF) multi-use paved path (Class I) along the coastal side rail right-of-way • 1.60 miles (8,430 LF) native soil coastal bluff trails (this distance is comprised of Segments 5D and 5E) • One (1) rail crossing at upper Scaroni Rd. • One (1) road crossing of upper Scaroni Rd. and two (2) additional private crossings • Fencing may be considered when project is implemented 	\$4,997,232	4-25 to 4-34
	5.3 - Davenport and Wilder Ranch	3.62 miles	<p>Subsegment 5.3 proposed improvements include:</p> <ul style="list-style-type: none"> • 3.51 miles (18,520 LF) multi-use path (Class I) along the coastal side rail right-of-way • 0.11 miles (570 LF) native soil coastal bluff trails (Segment 5F) • One (1) rail crossing at lower Scaroni Rd. • One (1) road crossing of lower Scaroni Rd. and eleven (11) additional private crossings • Fencing may be considered when project is implemented 	\$6,643,648	4-25 to 4-34

TABLE A - Northern Reach Projects Continued

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
24	1 - Waddell Bluffs	1.06 miles	<ul style="list-style-type: none"> 0.87 miles (4,600 LF) Class III on-street/road shoulder bike route 0.19 miles (1,000 LF) unpaved native soil trail Unpaved roadway shoulder on coastal side of Highway 1 Fencing may be considered when project is implemented 	\$107,120	4-5 to 4-8
24	2 - Greyhound Rock/Cal Poly Bluffs	4.77 miles	<ul style="list-style-type: none"> 4.77 miles of primarily existing road shoulder improvements due to limited available space and adjacent public land on the coastal side of State Highway 1 Routine road edge clearing, signs, and shoulder pavement striping Fencing may be considered when project is implemented 	\$308,032	4-9 to 4-14
21	4 - Davenport Landing/End of Railroad Tracks	3.64 miles	<ul style="list-style-type: none"> 1.38 miles (7,300 LF) multi-use rail trail (Class I) 1.41 miles (7,470 LF) bluff trail (Segment 4A) 0.85 miles (4,510 LF) on-street bike lanes (Segment 4B) One (1) Highway 1 crossing at Davenport Landing Rd. One (1) rail crossing in front of cement plant Three (3) road crossings Fencing may be considered when project is implemented 	\$2,685,424	4-21 to 4-24
15	3 - Upper Coast Dairies at Scott Creek	1.11 miles	<ul style="list-style-type: none"> 1.11 miles (5,870 LF) multi-use paved path (Class I) One (1) preengineered bike/pedestrian bridge, 150-foot span Fencing may be considered when project is implemented 	\$2,550,096	4-15 to 4-20
TOTALS		21.13 miles		\$20,657,456	



CENTRAL REACH PROJECTS AND COSTS

The Central Reach includes Segments 6-14. Table B prioritizes the segments by the number of points they received. The segments that received the most number of points are considered the most feasible for implementing within a short time frame. This includes Segments 7, 9, and 8 (in that order) as the top three segments.

These segments provide gap closures to existing MBSST Network segments, provide access to numerous activity centers, connect to the coastal edge and beaches, and provide connectivity to other existing local and regional bikeway and pedestrian facilities. These segments are located in some of the most densely populated areas of the MBSST Network and provide ideal start/end points from residential neighborhoods. Some of the segments that received a lower number of points did so due to influences such as: high cost of construction, difficult or numerous rail crossings, narrow right-of-way, minimal access to greater population, and other limiting factors. However, these segments serve to close gaps in the overall MBSST Network, which will help elevate their importance for funding.

TABLE B - Central Reach Projects

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
33	7 - Coastal Santa Cruz	3.10 miles	<ul style="list-style-type: none"> • 2.17 miles (11,450 LF) multi-use paved path (Class I) along rail right-of-way • 0.08 miles (410 LF) on-street bike route • 0.85 miles (4,480 LF) multi-use paved path (Class I) along the coastal side of the rail right-of-way (Segment 7A) • Fourteen (14) street crossings • Three (3) rail crossings and one (1) additional private crossing • One (1) preengineered bike bridge (Moore Creek crossing) • Existing staging area at Depot Park • Fencing may be considered when project is implemented 	\$11,218,016	4-39 to 4-44
31	9 - Twin Lakes	1.73 miles	<ul style="list-style-type: none"> • 1.53 miles (8,100 LF) multi-use paved path (Class I) • 0.20 miles (1,040 LF) on-street facilities (Segments 9A and 9B) • One (1) new preengineered bike/pedestrian bridge crossings over the harbor • One (1) new preengineered bike/pedestrian bridge crossing Upper Schwan Lagoon • One (1) new preengineered bike/pedestrian bridge crossing (rail culvert crossing) near El Dorado Ave. • Four (4) road crossings (Mott Ave., Seabright Ave., 7th Ave.) • Two (2) rail crossings (trail spur at El Dorado Ave., 7th Ave.) • Fencing may be considered when project is implemented 	\$11,914,384	4-51 to 4-56



TABLE B - Central Reach Projects Continued

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
30	8 - Santa Cruz Beach Boardwalk	0.77 miles	<ul style="list-style-type: none"> • 0.77 miles (4,070 LF) existing Class II bike lanes • One (1) new preengineered bike and pedestrian bridge, 400-foot span • Improvements of striping to existing cycle track with future roadway roundabout at Pacific Ave. and Beach St. (2000 LF) • Upgrade existing rail trail to the minimum 8-foot standard from Depot Park to the intersection of Pacific Ave. and Beach St. • One (1) rail crossing with upgrades to Beach St. and Pacific Ave. intersection • Two (2) street crossings with upgrades to Beach St. and Pacific Ave. intersection • Fencing may be considered when project is implemented 	\$10,314,240	4-45 to 4-50
28	6 - Wilder Ranch Trailhead/Shaffer Road	1.49 miles	<ul style="list-style-type: none"> • 1.36 miles (7,160 LF) multi-use paved path (Class I) along the coastal side of the rail right-of-way • 0.13 miles (670 LF) native soil coastal bluff trails (Segment 6A) • One (1) road crossing of Schaffer Rd. • Two (2) culvert crossings up the coast from Wilder Ranch trailhead and three (3) additional private crossings • Fencing may be considered when project is implemented 	\$3,114,224	4-35 to 4-38
28	11 - Capitola-Seacliff	3.20 miles	<ul style="list-style-type: none"> • 3.20 miles (16,880 LF) multi-use paved path (Class I) along the rail right-of-way • Bike and pedestrian facilities to be included in any design plans for new rail bridge replacement of the Soquel Creek rail crossing • Two (2) preengineered bike/pedestrian bridges (one [1] at New Brighton State Beach parking lot and one [1] at Borregas Creek) • Five (5) at-grade street crossings (47th St., Monterey Ave., New Brighton Rd., Estates Dr., Mar Vista Dr.) • One (1) private at-grade street crossing (Grove Ln.), one (1) private at-grade crossing at 48th St., and one (1) additional private crossing • One (1) rail crossing at 47th St. • Fencing may be considered when project is implemented 	\$8,868,336	4-61 to 4-66

TABLE B - Central Reach Projects Continued

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
24	10 - Live Oak/Jade St Park	1.50 miles	<ul style="list-style-type: none"> • 1.50 miles (7,940 LF) multi-use paved path (Class I) along the rail right-of-way • Relocation of approximately 1.0 mile (5,280 LF) of rail track and signal arm assemblies • One (1) preengineered bike/pedestrian bridge crossing at Rodeo Gulch Creek 200-foot span • Four (4) non-signalized street crossings (17th Ave., 30th Ave., 38th Ave., 41st Ave.) • One (1) at-grade rail crossing • Fencing may be considered when project is implemented 	\$9,707,440	4-57 to 4-60
22	14 - Seascape	1.17 miles	<ul style="list-style-type: none"> • 1.17 miles (6,160 LF) multi-use paved path (Class I) along the inland rail right-of-way • Two (2) at-grade road crossings (Clubhouse Dr., Seascape Blvd.) • One (1) trail undercrossing of the existing rail bridge at Hidden Beach • Fencing may be considered when project is implemented 	\$2,079,872	4-79 to 4-82
17	13 - Rio Del Mar-Hidden Beach	0.85 miles	<ul style="list-style-type: none"> • 0.85 miles (4,510 LF) multi-use paved path (Class I) along the coastal side rail right-of-way • One (1) undercrossing connection to Rio Del Mar Blvd. • One (1) preengineered bike/pedestrian bridge, 200-foot span • One (1) existing staging area at Hidden Beach • Fencing may be considered when project is implemented 	\$3,306,112	4-73 to 4-78
17	12 - Aptos Village	1.14 miles	<ul style="list-style-type: none"> • 1.14 miles (6,030 LF) multi-use paved path (Class I) along the rail right-of-way • Three (3) preengineered bike/pedestrian bridges (bridge spans vary) • One (1) retrofit of northern Highway 1 concrete bridge for bike and pedestrian facility • Three (3) at-grade street crossings (State Park Dr., Aptos Creek Rd., Trout Gulch Rd.) • One (1) rail crossing at Trout Gulch Rd. • Fencing may be considered when project is implemented 	\$10,831,696	4-67 to 4-72
TOTALS		14.95 miles		\$71,354,320	

WATSONVILLE REACH PROJECTS AND COSTS

The Watsonville Reach includes Segments 15-20. Table C prioritizes the segments by the number of points they received. The segments that received the most number of points are considered the most feasible for implementing within a short time frame. This includes Segments 18, 19, and 20 (in that order) as the top three segments.

These segments provide gap closures to existing MBSST Network segments, provide access to numerous activity centers, and provide connectivity to other existing local and regional bikeway and pedestrian facilities. These segments are located in some of the most densely populated areas of the Watsonville Reach and provide ideal start/end points from residential neighborhoods and the city of Watsonville. Segments 16 and 15 may require a bit more lead time to resolve physical design constraints, right-of-way conflicts, bridge design and construction issues, and other budgetary challenges. However, these segments serve to close gaps in the overall MBSST Network, which will help elevate their importance for funding.

TABLE C - Watsonville Reach Projects

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
26	18 - Watsonville Slough Open Space Trails	4.01 miles	<ul style="list-style-type: none"> 1.20 miles (6,350 LF) multi-use paved path (Class I) along the inland rail right-of-way 2.81 miles (14,820 LF) Class II bike lanes (Segments 18A and 18B) One (1) rail culvert crossing Two (2) road crossings (one [1] at Lee Rd. and one [1] at Ohlone Pkwy.) This segment also includes fencing for agricultural operations and safety; additional fencing may be considered when project is implemented 	\$3,010,720	4-99 to 4-104
23	19 - Walker Street, City of Watsonville	0.47 miles	<ul style="list-style-type: none"> 0.29 miles (1,510 LF) existing Class II bike lane along Walker St. right-of-way 0.18 miles (950 LF) proposed Class II bike lane along Walker St. right-of-way (Segment 19A) New sidewalks on the inland side of Walker St. from the intersection of W. Riverside Dr. to the end of Walker St., connecting to the Pajaro River One (1) at-grade street crossing at Riverside Dr. Additional fencing may be considered when project is implemented 	\$381,280	4-105 to 4-108
20	20 - Pajaro River	0.74 miles	<ul style="list-style-type: none"> 0.74 miles (3,930 LF) multi-use paved path (Class I) along the inland rail right-of-way One (1) new preengineered bike/pedestrian bridge at the Pajaro River crossing, 200-foot span 3,930 feet of fencing for agricultural operations and safety; additional fencing may be considered when project is implemented 	\$3,009,136	4-109 to 4-112

TABLE C - Watsonville Reach Projects Continued

Points	Segment	Length	Proposed Improvements	Cost Estimate	Document Reference Page
20	16 - Ellicott Slough	2.66 miles	<ul style="list-style-type: none"> • 1.78 miles (9,400 LF) multi-use paved path (Class I) along the rail right-of-way • 0.40 miles (2,100 LF) multi-use paved path (Class I) coastal trail (Segment 16A) • 0.48 miles (2,530 LF) Class II bike lanes (Segment 16B) • Two (2) at-grade road crossings (Spring Valley Rd., Peaceful Valley Rd.) • One (1) at-grade rail crossing (Spring Valley Rd.) • Fencing may be considered when project is implemented 	\$3,613,600	4-89 to 4-92
20	15 - Manresa State Beach	1.37 miles	<ul style="list-style-type: none"> • 1.37 miles (7,240 LF) multi-use paved path (Class I) along the inland rail right-of-way • Two (2) at-grade road crossings (Sumner Ave., Camino Al Mar) and two (2) additional private crossings • Two (2) preengineered rail bridge crossings (one [1] 300-foot span at La Selva, and one [1] 225-foot span at San Andreas Rd.) • One (1) rail at-grade crossing (Camino Al Mar) • Fencing may be considered when project is implemented 	\$4,735,680	4-83 to 4-88
14	17 - Harkins Slough	4.0 miles	<ul style="list-style-type: none"> • 4.0 miles (21,140 LF) multi-use paved path (Class I) along the inland rail right-of-way • Seven (7) rail bridge/culvert crossings of varying lengths • One (1) private farm road crossing (1/2 mile west of Lee Rd.) • One (1) private road crossing at Buena Vista Dr. and one (1) additional private crossing • This segment also includes fencing for agricultural operations and safety; additional fencing may be considered when project is implemented 	\$19,961,888	4-93 to 4-98
TOTALS		13.25 miles		\$34,712,304	

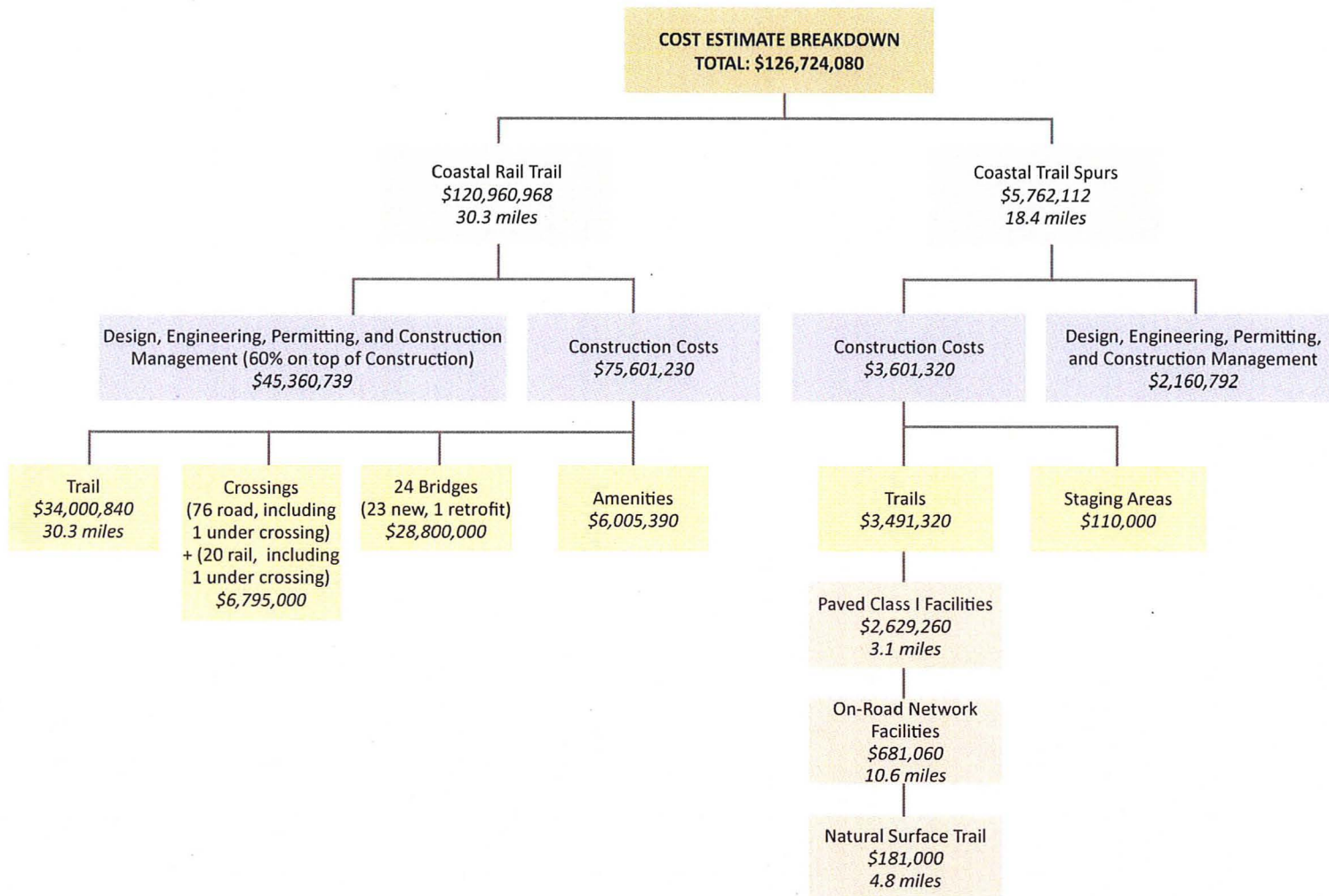


Figure A Summary of cost by trail facility type

SAM FARR
17TH DISTRICT, CALIFORNIA

COMMITTEE ON APPROPRIATIONS

SUBCOMMITTEES:

AGRICULTURE, RURAL DEVELOPMENT, FOOD AND
DRUG ADMINISTRATION, AND RELATED AGENCIES
MILITARY CONSTRUCTION, VETERANS' AFFAIRS,
AND RELATED AGENCIES

CO-CHAIR, CONGRESSIONAL ORGANIC CAUCUS

CO-CHAIR, CONGRESSIONAL TRAVEL AND
TOURISM CAUCUS

CO-CHAIR, DEFENSE COMMUNITIES CAUCUS

CO-CHAIR, HOUSE OCEANS CAUCUS

CO-CHAIR, UNEXPLODED ORDNANCE CAUCUS

Congress of the United States
House of Representatives
Washington, DC 20515-0517

1126 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-0517
(202) 225-2651

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

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

www.farr.house.gov

Welcome to the Monterey Bay Sanctuary Scenic Trail Network Master Plan!

Completion of this Monterey Bay Sanctuary Scenic Trail Network (Trail Network) Master Plan brings us all one step closer to realizing our long-standing dream of providing greater access and use of transportation corridors to connect Santa Cruz County with the Monterey Bay National Marine Sanctuary and other regional attractions. With the rail corridor as a tremendous new public resource, the Santa Cruz County Regional Transportation Commission is in a unique position to provide a continuous and separated bicycle and pedestrian path as the spine of a braided Trail Network. The primary corridor will link coastal access to schools, retail centers, residences and other destinations in our vibrant community. The rail right-of-way will also serve freight and passenger rail service thereby expanding travel options and providing unprecedented integration of bicycle, pedestrian and transit options.

I challenge you to join me in working to bring all segments of this continuous Trail Network to fruition. And thank you for helping to make Santa Cruz County a great place to live, work, thrive and to get around.

Regards,


Sam Farr

I.VIII PROJECT IMPLEMENTATION

In regard to MBSST Network improvements, the main role of the RTC is to provide ongoing coordination services and funding for implementation of the MBSST Network. The RTC will take the lead in preparing memoranda of understanding (MOUs) between itself and implementing entities to clarify roles, responsibilities for design, development, construction, monitoring, and maintenance of the MBSST Network. The RTC may itself act as the implementing entity and construction manager.

The following describes the RTC's implementation responsibilities in greater detail:

- Phasing - Taking many considerations into account, including the prioritization provided in Section 6.3, the RTC will coordinate with implementing entities to identify segments that are to be implemented.
- Funding - Upon identification of a segment, the RTC will organize a funding strategy to design, construct, and maintain the segment. RTC staff will assist implementing entities in developing fundable projects, matching projects with funding sources, and helping to complete competitive funding applications. In some cases, RTC may act as the project sponsor or co-sponsor.
- Progress - Through board presentations, website notifications, and other venues, the RTC will provide regular updates to the public regarding the status of the MBSST Network development.
- Oversight - The RTC will work closely with implementing entities, Planning, Parks, and Public Works staff to implement MBSST Network segments.
- Coordination - Finally, should the RTC incur additional operating expenses to coordinate implementation, maintenance, operation, and liability of the MBSST Network through agreements with implementing entities, funding will need to be identified.

The following describes implementing entities' responsibilities in greater detail:

- Once the segment has been identified and funded, the RTC and/or implementing entities may employ in-house staff or retain a qualified bicycle and pedestrian trail planning consultant to design the MBSST Network construction documents. After review by the RTC's advisory committees and implementing entities, boards, and committees, the RTC will review and approve of all MBSST Network designs submitted by the implementing entities.
- In conjunction with implementing entities and/or a trail planning consultant, a series of workshops should be conducted to introduce the project to the public and to identify any new information not included in this Master Plan.
- Implementing entities will be responsible for overseeing any necessary environmental clearance. The implementing entities will obtain the necessary planning, environmental, and development permits.
- The RTC may oversee project construction in consultation with the implementing entity and/or trail planning consultant.
- The RTC will also coordinate, or provide coordination assistance, between rail and agricultural operations to ensure minimal service disruptions.

I.IX NEXT STEPS

This Master Plan is a planning-level study of the location and configuration of the MBSST Network. Implementation of actual MBSST Network projects will require additional site-specific study, planning, and design. Each project will require thorough environmental study and documentation, review, and permitting consistent with the complexity of the improvements, sensitive resources, and regulatory and easement requirements. A primary objective of the Master Plan is to identify and, if possible, avoid significant constraints, and address the anticipated implementation criteria and requirements.

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CITY COUNCIL AGENDA REPORT

MEETING OF APRIL 9, 2015

FROM: POLICE DEPARTMENT

SUBJECT: AUTHORIZE THE POLICE DEPARTMENT TO PURCHASE A DIGITAL IN CAR AND BODY CAMERA VIDEO SYSTEM IN THE AMOUNT OF \$100,501.31; AND AMEND THE FISCAL YEAR 2014-2015 STATE SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF) BUDGET TO AUTHORIZE ADDITIONAL EXPENDITURES OF \$100,501.31 FROM THE UNASSIGNED FUND BALANCE

RECOMMENDED ACTION:

1. Accept the quote from Watch Guard Digital Video Systems in the amount of \$100,501.31 to purchase a dual video system for police vehicles and body cameras;
2. Authorize the Police Department to utilize the Supplemental Law Enforcement State Funds (SLESF) for the purchase and amend the Fiscal Year 2014/2015 SLESF fund budget to increase expenditures by \$100,501.31.

BACKGROUND: The California Legislature passed the "State Supplemental Law Enforcement Services Fund" (SLESF) Bill. This Bill is also known as the "Citizens Option for Public Safety" (COPS). Funds from the grant are to be exclusively used for supporting front line law enforcement and cannot be used to supplant existing funding. Funds from this Program must be used for personnel and/or equipment.

DISCUSSION: To support our front line law enforcement efforts, the Police Department intends to use \$100,501.31 of the SLESF grant funds to purchase a digital in-car and body camera system. Each marked police vehicle and sworn officer will be equipped with a high resolution digital camera system. The Police Department has not had access to an in-car video system in over eight years. The cost to update and replace the existing system at the time was far too expensive. As technology has improved, capability has increased.

There is extreme value in the use of audio and video images. It allows management to respond to any and all concerns more efficiently and effectively; identify training opportunities and collect additional evidence for criminal cases. As a risk management tool, video data can assist in claims against the City while capturing information in real time as they unfold. While it has been proven that in-car and body worn cameras may not capture all relative information to a particular incident, it does provide some insight into a particular set of events. Incidents unfold at an extreme rapid pace, so audio and digital images provide an additional investigative tool.

For the past eight months, the Police Department has been researching supply vendors from various law enforcement agencies around the state. Members of the Department formed a work group committee to attend vendor demonstrations, review literature and policies, participate in online webinars, and interview other Police Department personnel in hopes of finding the right piece of equipment for the Department. Staff has coordinated with the District Attorney's Office to ensure compliance with evidence storage requirements in criminal cases. Staff also consulted with the City Attorney's Office for storage requirements on civil claims against the City to ensure the

Item #: 10.C. Staff Report.pdf

AGENDA STAFF REPORT MARCH 26, 2015

PURCHASE A DIGITAL IN CAR AND BODY CAMERA VIDEO SYSTEM IN

City meets the requirements under the California Public Records Act of 2004.

Since the Police Department does not own a functioning in-car camera system, the goal is to find a system that could integrate both body worn cameras (BWC's) and in-car cameras as one unit. The biggest financial impact to developing an all inclusive system was the operation of a self-contained stand-alone data storage system that would meet the retention requirements for evidence and civil obligations.

In contacting several vendors, very few of them were able to meet the City's system needs. Several vendors supplied only BWC equipment that are not capable of interfacing with an in-car system. Some of these vendors utilized a cloud storage capacity that came with monthly fees. By choosing this path of operation, the Police Department would essentially require the purchase of two separate systems.

The Police Department requested quotes from vendors based on specific need requirements, and the received quotes from the following vendors with the associated costs:

Watchguard Digital Systems	\$100,501.31
L3 Mobile-Vision, Inc.	\$103,025.00
Data 911	\$ 94,583.27

Based on the information obtained during the evaluation process, the Police Department recommends accepting the attached quote from Watchguard Digital Systems in the amount of \$100,501.31 to purchase a dual video system for police vehicles and body cameras.

In following the guidelines in the City's Administrative Policy III-4, our research has determined that Watchguard provides the best value for future maintenance, repair, and services for the use of the supplies purchased. We also discovered in our evaluation of equipment that Watchguard was highly recommended for service and technical data by other law enforcement agencies that currently use their product.

FISCAL IMPACT: The budget amendment will have no impact on the General Fund. Sufficient funds are available in the Unassigned SLESF Fund Balance. The Police Department started Fiscal Year 2014/2015 with a beginning balance of \$119,531.42. Of this balance, \$99,642.62 was carryover from Fiscal Year 2013/2014 that needs to be expended or forfeited. The Police Department received an additional \$100,000 for Fiscal Year 2014/2015. If there is any additional unforeseen expenditure that arises during the implementation process, the SLESF funds will continue to be utilized to complete the project. SLESF expenses for Fiscal Year 2014/2015 totaled \$19,886.80.

ATTACHMENTS:

1. Watch Guard Digital Video Systems Quote
2. Budget Amendment

Report Prepared By: Rudy Escalante
Chief of Police

Reviewed and Forwarded
By City Manager 

4RE Price Estimate

Provided By: Fran Judge RSM
 Contract #: 661 714 5959

TOTAL PROJECT ESTIMATED AT
\$100,501.31

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



Agency Name:	Capitola Police Dept. CA
Contact Person:	Sgt. Mark Gonzalez
Address:	mgonzalez@ci.capitola.ca.us
Address:	Capitola CA cell 831 212 5349
Date:	December 30, 2014

4RE Base System and Options

		Quantity
4RE-200-GPS-ZSL	4RE In-Car Camera System. Includes GPS, High definition Zero Sightline (720P) forward facing camera, Infrared color cabin camera, DVR, integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, cabin microphone, 900 MHz Hi Fidelity wireless microphone, hardware & cabling, 1 yr. warranty. Includes Evidence Library Express software.	9
4RE ELITE	Upgrade to 4RE Elite. Adds support for up to 6 cameras.	0
4RE Audio Expansion	Upgrade to Audio Expansion. Adds support for dual HiFi Mics.	0
MOBILE APP	4RE Mobile App. Laptop interface software.	0

MSRP	Direct	Extended
\$ 5,450.00	\$ 4,795.00	\$ 43,155.00
\$ 300.00	\$ 275.00	\$ -
\$ 125.00	\$ 100.00	\$ -
\$ 85.00	\$ 50.00	\$ -

4RE Motorcycle System

		Quantity
4RE-64S-GPS-VTY	4RE Motorcycle Camera System. Includes GPS, Waterproof Display, Waterproof standard definition camera, DVR, integrated 64GB solid state hard drive, 16GB USB removable thumb drive, 900 MHz Hi Fidelity wireless microphone, hardware & cabling and 1 yr. warranty. Includes Evidence Library Express software.	0
4RE-64S-GPS-HND		2
4RE-64S-GPS-HAR		0
4RE-64S-GPS-BMW		0

MSRP	Direct	Extended
\$ 5,830.00	\$ 5,295.00	\$ 10,590.00

Wireless Video Transfer and Networking Options

		Quantity
4RE-WRL-KIT-05C	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4GHz is available)	11
HDW-ETH-SWT-001	4RE, Power Over Ethernet / Gigabit 4-port Switch	0

MSRP	Direct	Extended
\$ 345.00	\$ 200.00	\$ 2,200.00
\$ 180.00	\$ 150.00	\$ -

Camera Configuration Options

		Quantity
CAM-BST-102-NEW	Infrared Color Cabin Camera, Additional	0
WGA00485	Auxiliary Camera	0

MSRP	Direct	Extended
\$ 220.00	\$ 195.00	\$ -
\$ 220.00	\$ 195.00	\$ -

Microphone Options

		Quantity
DUAL MIC UPGRADE	Dual Wireless Mics. Includes second wireless microphone kit.	0
DESKTOP CHARGER	Desktop Charging unit for Wireless Transmitter	0
TRANSMITTER	Wireless Transmitter (additional / replacement)	0

MSRP	Direct	Extended
\$ 789.00	\$ 699.00	\$ -
\$ 110.00	\$ 99.00	\$ -
\$ 385.00	\$ 345.00	\$ -

In-Car Hardware Warranties 1st year is included with a new 4RE purchase.

		Quantity
WAR-4RE-CAR-2ND	Warranty, 4RE, In-Car, 2nd Year (Months 13-24)	0
WAR-4RE-CAR-3RD	Warranty, 4RE, In-Car, 3rd Year (Months 25-36)	0
WAR-4RE-CAR-4TH	Warranty, 4RE, In-Car, 4th Year (Months 37-48)	0
WAR-4RE-CAR-5TH	Warranty, 4RE, In-Car, 5th Year (Months 49-60)	0

MSRP	Direct	Extended
\$ 155.00	\$ 100.00	\$ -
\$ 255.00	\$ 200.00	\$ -
\$ 380.00	\$ 325.00	\$ -
\$ 505.00	\$ 450.00	\$ -

Software Protection Plan Create, amend or extend a Software Protection Plan

		Quantity
SFW-MNT-ELB-2YR	Software Protection, Evidence Library, 2nd Year (per 4RE)	0
SFW-MNT-ELB-3YR	Software Protection, Evidence Library, 3rd Year (per 4RE)	0
SFW-MNT-ELB-4YR	Software Protection, Evidence Library, 4th Year (per 4RE)	0
SFW-MNT-ELB-5YR	Software Protection, Evidence Library, 5th Year (per 4RE)	0
5 Year HW/SW Warranty Discount	Discount for purchase of 5 year hardware and software warranty at time of 4RE purchase.	0

MSRP	Direct	Extended
\$ 110.00	\$ 95.00	\$ -
\$ 110.00	\$ 95.00	\$ -
\$ 110.00	\$ 95.00	\$ -
\$ 110.00	\$ 95.00	\$ -
\$ -	\$ -	\$ -

Watch Commander Live Video Streaming Application

		Quantity
SFW-WCM-KIT-100	Watch Commander Live Video Streaming Application	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 1st Year (Months 1-12)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 2nd Year (Months 13-24)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 3rd Year (Months 25-36)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 4th Year (Months 37-48)	0
SFW-WCM-LIC-FEE	Watch Commander Annual License Fee, 5th Year (Months 49-60)	0

MSRP	Direct	Extended
\$ 2,900.00	\$ 2,500.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -
\$ 275.00	\$ 250.00	\$ -

Miscellaneous Options and Accessories

		Quantity
--	--	----------

MSRP	Direct	Extended
------	--------	----------

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



4RE Price Estimate

Provided By: Fran Judge RSM
 Contract #: 661 714 5959

Agency Name:	Capitola Police Dept. CA	
Contact Person:	Sgt. Mark Gonzalez	
Address:	mgonzalez@ci.capitola.ca.us	
Address:	Capitola CA cell 831 212 5349	
Date:	December 30, 2014	
RADAR CABLE	Radar Interface Cable (Stalker, Decatur Genesis I and II Select, Kustom Eagle or Raptor, MPH Bee 3)	0
Trade-In	Trade-In Credit, if applicable	0
CUSTOM 1	Used for additional items, offers or discounts	0

TOTAL PROJECT ESTIMATED AT
\$100,501.31

\$ 85.00	\$ 75.00	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Total In-Car Hardware \$ 55,945.00

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



Item #: 10.C. Attach 1.pdf
 4 RE PRICE ESTIMATE

Provided By: Fran Judge RSM
 Contract #: 661 714 5959

TOTAL PROJECT ESTIMATED AT
\$100,501.31

Agency Name: Capitola Police Dept. CA
 Contact Person: Sgt. Mark Gonzalez
 Address: mgonzalez@ci.capitola.ca.us
 Address: Capitola CA cell 831 212 5349
 Date: December 30, 2014

Evidence Library Server and Client Software		Quantity
KEY-ELB-SRV-300	Evidence Library 3 Server Software	1
SFW-ELB-CLI-300	Included Remote Client License Key, Evidence Library 3	0
SFW-ELB-CLI-301	Additional Remote Client License Key, Evidence Library 3	0
SFW-SQL-CAL-R25	Additional Software CALs, SQL Server 2008 R2, 5 CAL Pack	0
SFW-SQL-CAL-R21	Additional Software CAL, SQL Server 2008 R2, 1 CAL Pack	0

MSRP	Direct	Extended
\$ -	\$ 1,855.00	\$ 1,495.00
\$ 85.00	\$ -	\$ -
\$ 85.00	\$ 75.00	\$ -
\$ 460.00	\$ 410.00	\$ -
\$ 100.00	\$ 90.00	\$ -

Server Hardware and Software		Quantity
HDW-4RE-SRV-102	3U Rack Mount 16 SATA Drive Server, Intel Xeon E5-2609 2.4GHz Quad Core, 8GB RAM, 2x128GB SSD 6GB/S MLC drives (boot) 3x500GB SATA 7,200 RPM drives (sql), Windows Server 2008 R2 64-bit, SQL Server 2008 R2 (SCAL), 3-Year full service (on-site or reimbursed) warranty. Small to Medium sized agency. 6-15 concurrent cars. <i>This server system does NOT include supporting equipment like keyboards, network switches, monitor, etc.</i>	1
HDW-4RE-SRV-001	Tower Server, Intel i7 3.40 GHz, 8GB RAM, 4x2TB SATA 7,200 RPM drives, 5TB usable video storage, Windows 7 Pro 64-bit, 3-Year full service (on-site or reimbursed) warranty. Small agency. 1-5 concurrent cars. 5TB usable video storage. <i>This server includes tower, keyboard, monitor with built in speakers and mouse.</i>	0

MSRP	Direct	Extended
\$ 7,715.00	\$ 6,940.00	\$ 6,250.00
\$ 3,880.00	\$ 3,490.00	\$ -

Video Storage <i>Drives will be added to server and/or JBOD</i>		Quantity
HDW-4RE-HDD-4TB	4TB Hard Drives, Server Class, 7,200 rpm, 64MB Cache	4
HDW-4RE-JBD-000	Optional JBOD Enclosure	0
HDW-4RE-RBT-000	Optional DVD Robot	0

MSRP	Direct	Extended
\$ 555.00	\$ 450.00	\$ 1,800.00
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -

Wireless Access Points		Quantity
WAP-BLD-245-001	Wi-Fi Access Point, 802.11n, 2.4/5GHz, Digital Steering	0
WAP-KIT-05G-001	WiFi Access Point Kit, 802.11n, 5GHz, Omni-Directional	0
WAP-BLD-05G-001	Wi-Fi Access Point, 802.11n, 5GHz, Sector Antenna	1

MSRP	Direct	Extended
\$ 3,270.00	\$ 2,955.00	\$ -
\$ 455.00	\$ 405.00	\$ -
\$ 285.00	\$ 250.00	\$ 250.00

Total IT Hardware and Software \$ 9,795.00

WatchGuard Video Technical Services		Quantity
SVC-4RE-INS-100	4RE System Installation, In-Car (Per Unit Charge)	9
SVC-4RE-INS-101	4REm System Installation, Motorcycle (Per Unit Charge)	2
SVC-VID-REM-100	Video System Removal (Per Unit Charge)	0
SVC-4RE-ONS-400	4RE System Setup, Configuration, Testing and Training (Quantity represents number of sites)	1
SVC-4RE-UPL-000	4RE Upload Server Setup & Configuration	0
SVC-WGV-ONS-300	Access Point installations including cable runs (Work may be performed by a sub-contractor)	1

MSRP	Direct	Extended
\$ 390.00	\$ 350.00	\$ 3,150.00
\$ 890.00	\$ 800.00	\$ 1,600.00
Quote	Quote	\$ -
\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	\$ 500.00	\$ -
\$ 1,100.00	\$ 1,000.00	\$ 1,000.00

Total Technical Services \$ 8,250.00

Manual Adjustments

VISTA HD Extended Personal Wearable Cameras with mounting kits \$895 x 20

\$ 17,900.00

Notes: Applicable taxes may apply and are not necessarily accounted for on this estimate. Contact WatchGuard Video for a revised estimate.
 ESTIMATE VALID FOR 30 DAYS

Subtotal: \$ 91,890.00
 UPS Ground Shipping: \$ 525.00
 Taxes: 8.8% \$ 8,08
ESTIMATE TOTAL: \$ 100,501.31

-147-

415 Century Parkway
 Allen, TX 75013
 (800) 605-6734
 www.watchguardvideo.com



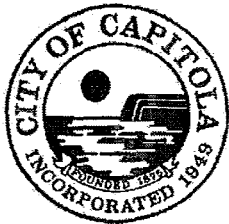
4RE Price Estimate	
Provided By:	Fran Judge RSM
Contract #:	661 714 5959
TOTAL PROJECT ESTIMATED AT	
\$100,501.31	

Agency Name:	Capitola Police Dept. CA
Contact Person:	Sgt. Mark Gonzalez
Address:	mgonzalez@ci.capitola.ca.us
Address:	Capitola CA cell 831 212 5349
Date:	December 30, 2014

Financing <i>Estimate Only</i> <i>Call for Detailed Quote</i> Within Texas	<ul style="list-style-type: none"> Includes applicable warranty coverage You take ownership immediately. Fully paid off at end of term For a detailed quote, call WatchGuard to determine final project price, approximate date of first payment, desired financing term, and basic agency information 	Payments	3-Year	4-Year	5-Year
		Monthly	\$ 3,076	\$ 2,411	\$ 2,037
		Quarterly	\$ 9,196	\$ 7,209	\$ 6,091
		Semi-Annual	\$ 18,295	\$ 14,342	\$ 12,117
		Annual	\$ 36,209	\$ 28,394	\$ 23,990

Note: This is only an estimate for 4RE related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

City of Capitola Budget Adjustment Form



Date 4/1/2015

Requesting Department Police

Administrative Council

Item #
Council Date: 4/09/2015
Council Approval

Revenues		
Account #	Account Description	Increase/Decrease
Total		\$0

Expenditures		
Account #	Account Description	Increase/Decrease
1300-00-00-000-4650.400	Capital Outlay, Machinery & Equipment	\$100,501
Total		\$100,501

Net Impact (100,501)

Purpose: Digital In-car and Body Camera System

Department Head Approval Rud Cowley C.O.P.

Finance Department Approval _____

City Manager Approval _____

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