

City of Capitola Agenda

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

Treasurer: Peter Wilk



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, MAY 11, 2017

7:00 PM

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

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

2. PRESENTATIONS

A. Public Service Recognition Week Proclamation

3. ADDITIONAL MATERIALS

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

- A. Item 8.B. Memorandum from Public Works Director Steven Jesberg regarding Costs for the Capitola Branch Library
- B. Item 8.C. Revised Staff Report regarding the City's Fee Schedule
- C. Item 8.D. Public Communication regarding the Zoning Code Update

4. ADDITIONS AND DELETIONS TO AGENDA

5. 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.

6. 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.

7. CONSENT CALENDAR

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

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

- A. Consider the April 27, 2017, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Consider Section 218 Medicare-Only Agreement
RECOMMENDED ACTION: Adopt a resolution authorizing the initiation of division election procedures to enter a section 218 Medicare-only agreement between the City of Capitola and the Social Security administration for eligible employees.
- C. Award Contract for the Construction of the Highway 1 Enhanced Bike Lane Project (Green Bike Lanes)
RECOMMENDED ACTION:
 - 1. Award a contract to D&M Traffic Services for construction of the Highway 1 Enhanced Bike Lane Improvement Project with a base bid of \$51,775.37 for improvements along the 41st Avenue interchange and

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
May 11, 2017

2. Authorize the Director of Public Works to issue a change order to add the Bay Avenue interchange and the Park Avenue interchange at the costs of \$25,194.98 and \$38,081.85 respectively pending adoption of a 2017/18 budget that includes an additional appropriation to this project.

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Animal Service Agreement
RECOMMENDED ACTION: Direct staff to work with the Santa Cruz County Animal Services Authority (ASA) to prepare the necessary documentation for Capitola to become a member of ASA, beginning July 1, 2017.
- B. Approve Design Costs for Capitola Branch Library
RECOMMENDED ACTION: Authorize an adjustment to the design contract for the Capitola Branch Library with Noll and Tam Architects in the amount of \$533,000 for: increased architectural costs; sub-consultant fees for such services as engineering and landscape architecture; and supplemental services such as furniture design and stormwater design, but not increasing the overall project budget.
- C. Fee Schedule for Fiscal Year 2017/18
RECOMMENDED ACTION: Conduct the noticed public hearing on the proposed City Fee Schedule for Fiscal Year 2017/2018 and adopt the proposed Resolution repealing Resolution No. 4054 and adopting the new fee schedule.
- D. Zoning Code Update
RECOMMENDED ACTION: Accept the staff presentation, discuss and provide direction on the proposed land use regulation to limit development on a third story to residential, and direct staff to initiate the public review of the Zoning Code.

9. ADJOURNMENT

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

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

Agenda and Agenda Packet Materials: The City Council Agenda and the complete Agenda Packet are available for review on the City's website: www.cityofcapitola.org and at Capitola City Hall and at the Capitola Branch Library, 2005 Wharf Road, Capitola, prior to the meeting. Agendas are also

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA
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available at the Capitola Post Office located at 826 Bay Avenue, Capitola. Need more information? Contact the City Clerk's office at 831-475-7300.

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

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

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



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: City Manager Department

SUBJECT: Public Service Recognition Week Proclamation

DISCUSSION: Mayor Harlan will present a proclamation to City of Capitola employees and all public servants in honor of Public Service Recognition Week.

ATTACHMENTS:

1. Public Service Week Proclamation

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

5/4/2017

City of Capitola Mayor's Proclamation

Designating May 7-13, 2017, as Public Service Recognition Week

WHEREAS, the week of May 7 through May 13, 2017, has been designated as Public Service Recognition Week to honor the employees of local, state, and federal government and members of the uniformed services; and

WHEREAS, without these public servants at every level, continuity would be impossible in a democracy that regularly changes its elected officials. These unsung heroes do the work that keeps our nation working; and

WHEREAS, the 69 employees of the City of Capitola provide invaluable service to both residents and visitors every day, whether by keeping our City safe and clean, providing information, helping guide its future development, and more; and

WHEREAS, the ability of our governments to be responsive, innovative, and effective depends on outstanding performance of dedicated public servants; and

WHEREAS, public servants include safety inspectors, laborers, teachers, doctors, nurses, scientists, police officers, firefighters, engineers, accountants, administrators, and countless other occupations. Day in and day out they provide the diverse services demanded by the American people of their governments with efficiency and integrity; and

NOW, THEREFORE, I, Stephanie Harlan, Mayor of Capitola, do hereby proclaim May 7-13, 2017 as Public Service Recognition Week to thank the people who work for us all.



Stephanie Harlan


Stephanie Harlan, Mayor
Signed and sealed this 11th day of May, 2017

CITY OF CAPITOLA

Department of Public Works

M E M O R A N D U M

TO: City Council

FROM: Steven Jesberg, Public Works Director 

DATE: May 11, 2017

SUBJECT: Supplemental Material Item No. 8B
Approve Design Costs for Capitola Branch Library

This memo provides supplemental information regarding the design costs for the Capitola Branch Library.

Attached are two budget sheets that itemize the allocated costs for the Capitola Branch Library project.

The first sheet shows the budget options considered at the January 26, 2017, Council meeting where the Council approved Option 1 with a \$13 million budget. The attached budget was included in the agenda packet for that meeting. This budget includes an increase in the Architectural and Engineering fees from \$1,075,000 to \$1,295,000.

The second sheet is a breakdown of the Architectural and Engineering fees. Please note that \$68,000 of Noll and Tam's fees are budgeted in the Interior Design, Fixtures, Furniture and Equipment budget.

Currently the projected fees of \$1,333,864 are \$29,136 under the budget allocation.

Communication: Item 8.B. Memorandum from Public Works Director Steven Jesberg regarding Costs for the Capitola Branch Library

City of Capitola - New Library
Project Budget Analysis

	Original Budget	Option 1 Updated Budget for 11,700 sf	Option 2 Updated Budget for 12,800 sf	Option 3 Updated Budget for 9,120 sf (to meet budget)
1. Construction				
TOTAL	\$ 7,545,000 71.09%	\$ 9,656,000 73.41%	\$ 10,413,846 73.79%	\$ 7,860,600 70.41%
2. Contingency				
TOTAL	\$ 800,000 7.54%	\$ 1,000,000 7.60%	\$ 1,200,000 8.50%	\$ 950,000 8.51%
3. Architectural and Engineering Fees				
TOTAL	\$ 1,075,000 10.13%	\$ 1,295,000 9.84%	\$ 1,295,000 9.18%	\$ 1,150,000 10.30%
4. Permits /Special Inspections				
TOTAL	\$ 130,000 1.22%	\$ 130,000 0.99%	\$ 130,000 0.92%	\$ 130,000 1.16%
5. PM and Other Fees				
TOTAL	\$ 329,000 3.10%	\$ 338,400 2.57%	\$ 338,400 2.40%	\$ 338,400 3.03%
6. Miscellaneous				
TOTAL	\$ 35,000 0.33%	\$ 35,000 0.27%	\$ 35,000 0.25%	\$ 35,000 0.31%
7. Total Costs (items 1 through 6 above)				
TOTAL	\$ 9,914,000 93.40%	\$ 12,454,400 94.68%	\$ 13,412,246 95.04%	\$ 10,464,000 93.73%
8. Furniture, Fixtures and Equipment				
TOTAL	\$ 700,000 6.60%	\$ 700,000 5.32%	\$ 700,000 4.96%	\$ 700,000 6.27%
9. Total Project Cost				
TOTAL	\$ 10,614,000 100.00%	\$ 13,154,400 100.00%	\$ 14,112,246 100.00%	\$ 11,164,000 100.00%

Difference from Original Budget (Total Project Costs)	\$0	\$2,540,400	\$3,498,246	\$550,000
Anticipated Supplemental Funding		\$550,000	\$550,000	\$550,000
Additional Funding Needed		\$1,990,400	\$2,948,246	\$0

Building / Site Analysis				
Square Feet (Building)	13,000	11,700	12,800	9,120
Building (New Construction)	\$ 6,800,000	\$ 7,956,000	\$ 8,713,846	\$ 6,200,600
Per Square Cost (Building)	\$ 523.08	\$ 680.00	\$ 680.77	\$ 679.89
Square Feet (Site)	30,000	30,000	30,000	30,000
Site Work	\$ 470,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Per Square Cost (Site)	\$ 15.67	\$ 50.00	\$ 50.00	\$ 50.00
Construction Cost (Building + Site)	\$7,270,000	\$9,456,000	\$10,213,846	\$ 7,700,600

* From January 26, 2017 Agenda Packet

**City of Capitola - New Library
Project Budget Summary**

	A. Budget	Approved Budget	Difference	Updated Costs	Costs vs Budget Over / (Under)
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3. Architectural and Engineering Fees

Architect Basic Services					
Program Validation / Schematic Design Phase (\$138000)	\$ 138,000	\$ 138,000	\$ -	\$ 137,450	\$ (550)
Design Development/C.D./C.A. (\$662,000)	\$ 662,000		\$ (662,000)		\$ -
Design Development/C.D./C.A. (\$934,000)		\$ 934,000	\$ 934,000	\$ 938,560	\$ 4,560
Subtotal	\$ 800,000	\$ 1,072,000	\$ 272,000	\$ 1,076,010	\$ 4,010
Additional Services/Reimbursable Expenses Allowance					
Reimbursable Expenses Allowance	\$ 180,000	\$ -	\$ (180,000)	\$ -	\$ -
Reimbursable Expenses Allowance		\$ 20,000	\$ 20,000	\$ 20,000	\$ -
Supplemental Services					
Library Consultant	\$ -	\$ -	\$ -	\$ -	\$ -
Acoustical Consultant (Independent)	\$ 15,000	\$ 15,000	\$ -	\$ 3,000	\$ (12,000)
Acoustics (Consultant to Noll & Tam)	\$ -	\$ -	\$ -	\$ 5,280	\$ 5,280
Enhanced Graphics (MWD and Noll & Tam)	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -
Interior Design (Refer to FF&E)	\$ -	\$ -	\$ -	\$ -	\$ -
A.V./Security/Technology (IT Standards)	\$ 25,000	\$ 25,000	\$ -	\$ 26,708	\$ 1,708
Commissioning Agent (Fundamental/Enhanced)	\$ 30,000	\$ 30,000	\$ -	\$ 30,278	\$ 278
Lighting		\$ -	\$ -	\$ 19,800	\$ 19,800
SWPP/Storm Water		\$ -	\$ -	\$ 25,300	\$ 25,300
Daylight Modeling / Design		\$ -	\$ -	\$ 8,448	\$ 8,448
Procure Utility Incentives		\$ -	\$ -	\$ 7,040	\$ 7,040
Waterproofing / Curtainwall		\$ -	\$ -	\$ 22,000	\$ 22,000
Supplemental Services Allowance		\$ 108,000	\$ 108,000	\$ -	\$ (108,000)
TOTAL	\$ 1,075,000	\$ 1,295,000	\$ 220,000	\$ 1,268,864	\$ (26,136)

Total Construction (excludes demo existing/temp library)	\$7,270,000	\$9,356,000
Fee (Basic Services)	11%	11%
Total Fee (Basic and Supplemental Services)	15%	14%

8. Furniture, Fixtures and Equipment

Furniture, Fixtures and Equipment	\$ 650,000	\$ 632,000	\$ (18,000)	\$ 632,000	\$ -
Interior Designer / Noll & Tam	\$ 50,000	\$ 68,000	\$ 18,000	\$ 68,000	\$ -
TOTAL	\$ 700,000	\$ 700,000	\$ -	\$ 700,000	\$ -

TOTAL Approved Budget (Noll & Tam)	\$ 1,363,000	\$ 1,336,864	\$ (26,136)
(Less Acoustical Consultant - Independent)		\$ 3,000	
TOTAL Updated Budget (Noll & Tam)		\$ 1,333,864	\$ (29,136)

Communication: Item 8.B. Memorandum from Public Works Director Steven Jesberg regarding Costs for



REVISED

CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Finance Department
SUBJECT: Fee Schedule for Fiscal Year 2017/18

RECOMMENDED ACTION: Conduct the noticed public hearing on the proposed City Fee Schedule for Fiscal Year 2017/2018 and adopt the proposed Resolution repealing Resolution No. 4054 and adopting the new fee schedule.

BACKGROUND: Part of the annual budget process is a review of the City's Fee Schedule. The current fee schedule is based on the comprehensive fee study adopted on November 24, 2015. The fee study was conducted to ensure that our fee levels were compliant with state law. One of the recommendations from our consultant, Matrix Consulting Group, was that the City review the fee schedule on a yearly basis and implement a Consumer Price Index (CPI) adjustment.

State law requires the City to conduct a public hearing where testimony can be taken before any fees are added or existing fees are altered. Staff is recommending a few changes in the 2017/18 Fee Schedule including a 3.1 percent CPI adjustment, and adding a few fees that were adopted by the City Council during the year under separate resolutions.

DISCUSSION:

Miscellaneous Fees: Miscellaneous Fees include the CPI adjustment and the addition of the fee to produce Video Tapes, Flash Drives, and CD/DVD production. The fee has been charged by the Police Department and staff is recommending that it also reflected under Miscellaneous Fees for ease of customer use.

Parks and Recreation Fees: Staff is recommending no changes to the Parks and Recreation Fee Schedule outside of the changes approved to Junior Guards to increase non-resident fees.

Police Department Fees: Police Department fees include a 3.1 percent inflationary adjustment.

Animal Service Fees: Animal Service fees are adopted by Santa Cruz County and this Resolution adopts the fee schedule it has in place.

Historical Museum Fees: The Historical Museum fees include a 3.1 percent inflationary adjustment.

Building Fees: Building fees have been updated to include the inflationary adjustment. The Fee Schedule also reflects the "building permit reinstatement fee" that has been charged under old

Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Adopt FY 2017-18 Fee Schedule
May 11, 2017

resolutions but never reflected on the fee schedule.

Planning Fees: Planning fees have been updated to include the inflationary adjustment and the addition of the \$250 code compliance "confiscated property recovery fee" approved through separate resolution as part of the Village Sign Enforcement program.

Public Works Fees: The Public Works fees have been updated to include the inflationary adjustment and the cost of the "blue curb program" adopted by separate resolution during the current fiscal year.

FISCAL IMPACT: The fiscal impact from the fee updates offset the increased cost to provide the services to the community. The Fiscal Year 2017/18 Budget includes the increased fee level. The proposed fee schedule will become effective July 1, 2017.

ATTACHMENTS:

1. Exhibit A: 2017-18 Fee Schedule (PDF)
2. Exhibit B: Animal Service Fees (PDF)
3. Fee Schedule Comparison (PDF)

Report Prepared By: Mark Welch
Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Adopt FY 2017-18 Fee Schedule
May 11, 2017

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA REPEALING
RESOLUTION NO. 4054 AND ADOPTING THE CITY'S FEE SCHEDULE FOR
FISCAL YEAR 2017/2018**

WHEREAS, the Government Code of the State of California, Section 66018 requires local agencies to notice and hold at least one open and public meeting prior to levying a new fee or increasing an existing fee; and

WHEREAS, the City Council of the City of Capitola has held a duly noticed public hearing on May 11, 2017, to consider increases to existing fees charged for various City services; and

WHEREAS, this fee schedule sets forth the City's cost recovery fee programs, which includes minimum deposits against which staff costs, adjusted for overhead, are assessed; and

WHEREAS, the City Council adopted Resolution No. 3285 on May 22, 2003, stating that all flat fees, with the exception of those established by law, shall be adjusted annually by the Consumer Price Index (CPI) for the San Francisco, Oakland, San Jose area, which was 3.1 percent for 2017; and

WHEREAS, the City of Capitola will analyze the fee schedule on a yearly basis to ensure hour estimates and staff costs are reasonable; and

WHEREAS, the fee schedule has been updated as described in Exhibit A; and

WHEREAS, the City of Capitola has made available to the public the required data pursuant to Government Code Section 66018 for at least ten days prior to adoption of a revised fee schedule.

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

- Repeal Resolution 4054; and
- Adopt the City of Capitola Fee Schedule pursuant to the changes in Exhibit A attached hereto to become effective on July 1, 2017; and
- Adopt the Animal Services Fees identified in Exhibit B attached hereto to become effective on July 1, 2017.

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 11th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Adopt FY 2017-18 Fee Schedule
May 11, 2017

Stephanie Harlan, Mayor

ATTEST:

Linda Fridy, City Clerk

Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
MISCELLANEOUS FEES	
Administrative Decision Appeal Fee	\$500
Bingo Permit	\$60
Capitola Municipal Code	\$632
Capitola Municipal Code Supplement Service (Per year)	\$190
Copies:	
1 – 5 copies	\$0
6 or more copies (Per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
DVD's	
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$50 1st Hour (Minimum) + \$25 / hour
Entertainment Permit Application Fee	\$37
Single Event Permit	\$37
Minor Entertainment Permit	\$155
Regular Entertainment Permit	\$579
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$22
Returned Check Fee	\$37
Business License Overpayment Refund Fee (resolution 3532, ord 871)	0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$37
Business License - Disability Access and Education Fee (State)	\$0
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$33
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$211
Bandstand Rental Fee	\$215 / 4 hrs or \$645 all day / deposit \$1,500
Notary Service Fees (State Code)	0
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$10 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$10 / signature
Credit Card Transaction Fee	3%

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)

Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
PARKS AND RECREATION FEES	
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	Negotiated
Registration Fee - Resident (Capitola Residents Only)	\$16 per class
-Department retains this fee	
Non-Resident (Anyone residing outside of the City) in addition to Residential Registration Fee	\$14 per class
-Department retains this fee	
Senior Discount	10%
Sports	
League Fees	Costs + 30% admin fee
League fees will change depending upon number and type of leagues offered, number of games per league, number of officials, amount of equipment needed, field/site prep and maintenance, and whether or not playoffs & awards are offered. Fees are calculated based on direct costs + 30% admin fee.	
Junior Guards	
5 weeks resident/non resident	
4 weeks resident/non resident	\$220/\$284
Camp Capitola	
All day 2 week session, resident/non resident	\$238 / \$262
1/2 day resident/non resident	\$135 / \$152
All day 3 week session, resident/non resident	\$353 / \$389
1/2 day resident/non resident	\$184 / \$201
Extended Care--daily resident/non resident	\$8.00
Extended Care--weekly resident/non resident	\$35
Transportation fee to Jr. Guards (1st Session / 2nd Session)	\$54 / \$42
Private Tennis Lessons	75% of Activity Fee
Facility Rentals	
Softball & Soccer fields hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$13 / \$25 / \$33
Jade Street Community Center	
Rooms A&B hourly rent	\$42
Room C hourly rent	\$58
Kitchen hourly rent	\$21
Entire Center hourly rent	\$150
Non profit discount of Jade Street Facility rents	25%
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	\$13 / hr
Notes: Resident include Soquel Union School District	
Costs mean staff costs adjusted for benefits, department overhead, and City overhead as calculated by the City Manager. Costs can also mean direct cost of a consultant. When consultant costs are included 21% of such costs will be charged to cover staff time for contract management. <i>Staff costs do not accrue during an appeal unless appeal is made by applicant.</i>	
Deposits are stated as minimums. Actual deposits depend on the evaluation by staff of an individual project or application. The City Manager may lower minimum deposits if the application or project justifies a lower deposit. When an application involves multiple minimum fees the highest minimum fee applies.	

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
 Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
POLICE DEPARTMENT FEES	
<u>Special Event Permit</u>	\$57
Amplified Sound Permit (Municipal Code 9.12.040)	\$29
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
Bicycle Licenses (New)	\$10
Bicycle Licenses (Renewal)	\$7
Citation Sign-Offs	\$0
Photographs	\$18 + administration fees
VIN verifications	\$15
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$50 1st Hour (Minimum) + \$25 / hour
Local Fire Arm dealers (set by state)	
New application	set by state
Renewal	set by state
Second Dealers License (set by state)	
Application	set by state
Renewal	set by state
Taxi Fee per application	set by state
Civil Subpoena (per case) (set by state)	set by state
Parking Permits (separate action by the Council)	
Neighborhoods per year (Resolution No. 3733)	\$25
Village Preferential Permit (Resolution No. 3733)	\$50 per year
Village Employer/Employee Permit (Resolution No. 3733)	\$50 per year
Morning Village Parking Permit (Resolution No. 3715)	\$50 per year
Concealed Weapon Permits (set by state)	
<i>Application</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
<i>Renewal</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
Firearm Surrender Fees (set by state law)	
1-5 guns	set by state
6+guns	set by state
Vehicle Storage per day	\$25
Administrative fee to release Impounded / Stored Vehicle	\$122
Surf School Permit Fee	\$500
<u>Animal Services Fees</u>	
See Exhibit B "Animal Services Fees"	

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
BUILDING FEES	
<p>The cost of a “combination building permit” shall be 1.5 times the amounts shown in Table 1-A. A “combination building permit” is defined as a permit for a scope of construction work regulated by two or more of the model codes. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.</p>	
<p>The cost of a “building permit” shall be the amounts shown in Table 1-A. A “building permit” is defined as a permit for a scope of construction work regulated solely by a single model code. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.</p>	
TABLE 1-A	
Total Valuation	
\$1.00 to \$500.00	\$24.86
\$501.00 to \$2,000.00	\$24.86 for the first \$500.00 plus \$3.23 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$73.31 for the first \$2,000.00 plus \$14.81 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$413.94 for the first \$25,000.00 plus \$10.68 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$680.94 for the first \$50,000.00 plus \$7.40 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1050.94 for the first \$100,000.00 plus \$5.93 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,422.94 for the first \$500,000.00 plus \$5.02 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$5,932.94 for the first \$1,000,000.00 plus \$2.74 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Building Permit Reinstatement Fee	50% of the original, singular building permit fee or combo building permit fee, whichever is applicable to the permit being reinstated
Stop Work Order Fee	2x the singular building permit fee
Greywater System Permit	\$0

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
Electric Vehicle Charging Permits (* Note: These fees were added to the fee schedule for FY2011-12, but will be waived per the Green Energy Incentive Program)	
a. Level I (120 volts)	\$0
b. Level II (208-240 volts)	\$0
c. Level III (480 volts)	\$0
Solar P.V. System	\$0
Solar P.V. System (Commercial Sale/Distribution)	Cost
Solar Hot Water Heater	\$0
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Temporary Trailer/Mobile Home Occupancy Permit	\$50
Structural Review of Engineered Plans	cost + 21%
Outside Consultant Plan Review	cost + 21%
Grading Plan Review Fees	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ 24.86
101 to 1,000 cubic yards	\$ 39.14
1,001 to 10,000 cubic yards	\$ 50.78
10,001 to 100,000 cubic yards	\$50.78 for first 10,000 plus \$25.92 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$284.05 for first 100,000 plus \$14.01 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$410.16 for first 200,000 plus \$7.67 for each additional 10,000 cubic yards
Grading Permit Fees	
50 cubic yard or less	\$ 24.86
51 to 100 cubic yard	\$ 39.14
101 to 1,000 cubic yards	\$39.14 for first 100 plus \$18.52 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$205.82 for first 1,000 plus \$15.34 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$343.88 for first 10,000 plus \$69.82 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$972.26 for first 100,000 plus \$38.61 for each additional 10,000 cubic yards

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
PLANNING FEES	
Administration/Documents	
Continuance Request - Applicant (2+)	\$156
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$500
Appeals - Coastal Commission	\$0
Appeals -Building/Zoning Code Violations	\$500
Records Search/Research/Special Report	Cost
Administrative Permits	
Tree Remova l- Staff-Review	\$127
Tree Removal -PC Review	\$1,058
Tree Removal – 3 or more trees on a property	\$271
Tree Installation Deposit (Refundable)	\$500 Deposit
Commercial Sidewalk/Parking Lot Sale Permit	\$76
Tenant Use Permit (MCUP)–Staff approval	\$77
Transient Rental Occupancy Use Permit	\$529
Home Occupation Use Permit	\$159
Fence Permit- Staff approval	\$43
Fence Permit- PC approval	\$794
Sign Permits	
Temporary Signs and Banner Permits	\$38
Signs-permit - Staff Review	\$128
Signs- permit - PC Review	\$529
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$65
Design Permits	
Residential-Single Family- Staff Review	\$773
Residential-Single Family	\$2,645
Residential Multi-Family	\$3,701
Commercial	\$4,000 Deposit
Secondary Dwelling Unit- Staff Review	\$529
Secondary Dwelling Unit- PC Review	\$1,587
Use Permits	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit - Staff approval	\$1,587
Conditional Use Permit–PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$80
Subdivisions	
Certificate of Compliance & Lot Merger	\$529
Boundary Line Adjustment	\$845
Tentative Parcel Map	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit
Revised Map	\$2,000 Deposit
Time Extension	\$2,000 Deposit
Subdivision Modification	\$2,000 Deposit
Plan Amendments	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit
Other Discretionary Permits	
Variance	\$1,587
Coastal Development Permit	\$794

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
Coastal Permit Exclusion	\$89
Mobile home Park Change of Use or Closure	\$5,000 Deposit
Development Agreement	Cost; \$5,000 min. deposit
Specific Plan	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$529
Permit Time Extension - PC Review	\$1,587
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Environmental Review	
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 17% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,587
Conceptual Review Fee- PC and CC	\$2,380
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance	\$250
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$222
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Inclusionary Housing	
Inclusionary Housing -Unit Sale	\$529
Inclusionary Housing -Unit Refinance	\$212
Other Fees and Assessments	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Affordable Housing In-Lieu Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4
Rental Multi-Family	\$6 per sq. ft.

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

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
-------------	----------------------

PUBLIC WORKS DEPARTMENT FEES

Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$63
Village Sidewalk Encroachment Permit	\$37
Construction Items	
Level A	\$ 191
Level B	\$ 423
Level C	\$ 845
Level D	\$ 1,374
Level E	\$ 1,904
Residential Blue Curb Application Fee	\$ 200
Residential Blue Curb Annual Fee	\$ 50
Blanket Permits (repair and maintenance of existing facilities)	\$ 2,114
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$ 211
Applications for Major Permits	\$ 529
Memorial Bench	\$ 1,058
Memorial Plaque (wharf)	\$ 794
Memorial Plaque (Grand Ave)	\$ 794
Memorial Plaque (tree)	\$500 + Cost of Tree
Memorial Picnic Table	\$ 1,533
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	\$ -
Stormwater Plan Review Fee	\$ 105
Large Project Plan Review Deposit	\$ -
Tier 2	\$ 3,173
Tier 3 & 4	\$ 4,231
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	5% of Permit Fee
Final Map	Cost; \$3,000 min. deposit

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2017/18 Fee Schedule
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HISTORICAL MUSEUM FEES

	Cost
Research Fee - 1/2 hour minimum charge	
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$18
Scan High Resolution Tiff File of any collection item for a customer	\$22

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)
 Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

3.B

8.C.2

Animal Service Fees
Charged by Santa Cruz County

Exhibit B

		Current 2016-17	Proposed 2017-18
Adoption Fees			
Dogs			
	Puppies 2-6 months	\$195	
	Adults 7 mon-6 yrs	\$130	
	Sr. Adult 6 yrs+	\$60	
Cats			
	Kittens 2-12 months	\$120	
	Adults 1-6 yrs	\$100	
	Sr. Adult 6 yrs+	\$55	
	Rabbits	\$50	
	Rodents	\$25	
	Small caged birds	\$25	
	Exotic birds (i.e. parrots)	\$75	
	Small Livestock Goats	\$75	
	Large Livestock Cow	\$100	
	Horse	\$250	
	Chicken/Rooster	\$10	
Adoption Hold Fee, until 5:00 p.m. next business day, not applicable to adoption, non-refundable			
	Cat	\$20	
	Dog	\$25	

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

Impound Fees

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

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

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

Board Fees - Daily

Cats	\$20
Dogs	\$25
Other	\$25

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

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3.B

Animal Service Fees
Charged by Santa Cruz County

Exhibit B

	Current 2016-17	Proposed 2017-18
License Fees – Dogs		
Altered - one year	\$29	
Unaltered - one year	\$100 with Unaltered Animal Certificate	
Late Penalty	\$15	
Senior Citizen (65+) - one year, altered (waived for one dog)	\$29	
Potentially Dangerous/Vicious dog – one year	\$200	
Unaltered Animal Certificate -- one time	\$250	
Exemption from Unaltered Animal Certificate	\$15 plus license fee	
Administrative fee for mailed licenses	\$1	
License Fees – Cats		
Unaltered Animal Certificate	\$250	
Late Penalty	\$15	
Failure to license-if impounded	\$30	
Feral Cat Colony Registration Fee	\$20	
Quarantine Fees		
Home Quarantine (Field Check)	\$75	
Shelter Quarantine	\$50 plus board fees	
Service Fees		
Microchip	\$15	
Microchip for impounded dogs and cats	\$25	
Dog/Cat trap rental	\$10 (free for Cat TNR done by ordinance)	
Dog Humane Trap Deposit	\$255	
Cat Humane Trap Deposit	\$70	
Pick-Up Animal in a Trap	\$75	
Pick-Up of Owned Animal	\$75	
Pick-up and Disposal of Deceased Animal on Private Property	\$85	
Use of Livestock Trailer	\$100/\$150 (1st /2nd time)	
Medical Fees		
Medical groom	\$45	
Medical nail trim	\$15	
Medication dispensed	\$20	
Vet procedure	\$25	
Rabies	\$14	
Medical bath	\$20	
Wound prep	\$35	
Owner Surrender of Animal Residing in Santa Cruz County		
Owner Surrender of Dog		
Owner Surrender of Cat	\$0	
Owner Surrender of Rabbit	\$0	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$0	
small rodents	\$0	
Large livestock	\$0	
small livestock	\$0	
Large Exotic	\$0	
Owner Surrender of Animal Residing Outside of Santa Cruz County		
Owner Surrender of Dog	\$50	
Owner Surrender of Cat	\$35	
Owner Surrender of Rabbit	\$25	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$55	
small rodents	\$15-\$35	
Large livestock	\$10-\$25	
small livestock	\$100	
Large Exotic	\$75	
	\$55	

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Packet Pg. 68

Packet Pg. 24

Current 2016-17 **Proposed 2017-18**

Protective Custody Fee

Owner Arrest	\$75 /hour min.(2 hours after hrs)	
Confiscate/Humane	\$75 /hour min.(2 hours after hrs)	
Emergency Hospital	\$25	

Owner Requested Euthanasia	\$50 Plus Disposal	\$75 Plus Disposal
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Disposal of Owned Dead Animals	\$30 Up to 19 lbs	\$50 Up to 19 lbs
	\$40 20 - 69 lbs	\$50 20 - 69 lbs
	\$55 70 - 99 lbs	\$50 70 - 99 lbs
	\$70 100 - Up	\$50 100 - Up

Refund Processing Fee	\$25	
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Animal Control Officer Services	\$75/hour	
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Field Return of Owned Animal	\$75 unaltered penalty fee if applicable	
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Spay/Neuter Fees for Impounded Animals

Cats

Neuter	\$50	
Spay	\$50	

Dogs

Neuter 30 lbs/under	\$175	Neuter	\$195
Neuter 50 lbs/under	\$175	Spay	\$195
Neuter 75 lbs/under	\$175		
Neuter 99 lbs/under	\$175		
Neuter +100 lbs	\$175		
Spay 30 lbs/under	\$175		
Spay 50 lbs/under	\$175		
Spay 75 lbs/under	\$175		
Spay 99 lbs/under	\$175		
Spay +100 lbs	\$175		

Planned Pethood Spay/Neuter Fees

Dog	\$175	\$190
Cat	\$25	
Rabbit	\$75	
"Fix-a-Pit" Program all Pit Bulls & Chihuahuas	\$50	

Animals over 100 lbs., in heat, pregnant or cryptorchid add
Animals determined obese by veterinarian add

Fees for Additional Required Services

Microchip	\$10	
License	\$29	
Rabies	\$10	
Late drop-off fee	\$20	
Late pick-up fee	\$40/night	
Blood panel for dogs over 7 yrs of age and cats over 10 yrs of age	\$55	

Planned Pethood Spay/Neuter Fees for Limited Income*

Dog	\$50	
Cat	\$10	
Rabbit	\$50	

*Limited income eligibility determined through proof of receipt of government assistance

OR through a year-to-date pay stub or W2 tax form that proves the following:

- 1 person household--maximum of \$35,350 annual income
- 2 person household--maximum of \$40,350 annual income
- 3 person household--maximum of \$45,400 annual income
- 4 person household--maximum of \$50,400 annual income

ONE STOP Fees with Purchase of License

Rabies	\$10
Microchip	\$15

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

	Current 2016-17	Proposed 2017-18
Nuisance Abatement Appeals Fee (County)	\$75	
Non-sufficient Funds Check Fee	\$40	
Puppy Training Deposits	\$100-\$200	
Training Room Rental Fees	\$22	

FINES FOR VIOLATIONS OF ANIMAL ORDINANCE – ADMINISTRATIVE CITATION PROGRAM

***Failure to license**

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

****Failure to microchip**

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

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

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

Failure to display license (each dog) \$50

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

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

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

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

Safety of animal in parked vehicle \$250

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

Habitual noisy animals (6.12.090) \$100

Permitting livestock to trespass, per offense \$200

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

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

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

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

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

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)
 Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
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2017/18 Fee Schedule

MISCELLANEOUS FEES

Administrative Decision Appeal Fee	\$500
Bingo Permit	\$60
Capitola Municipal Code	\$613
Capitola Municipal Code Supplement Service (Per year)	\$184
Copies:	
1 – 5 copies	\$0
6 or more copies (Per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
DVD's	\$28
Video Tapes, Flash Drive, CD/DVD Production	
Entertainment Permit Application Fee	\$36
Single Event Permit	\$36
Minor Entertainment Permit	\$150
Regular Entertainment Permit	\$562
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$21
Returned Check Fee	\$36
Business License Overpayment Refund Fee (resolution 3532, ord 871)	0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$36
Business License - Disability Access and Education Fee (State)	\$0
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$32
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$205
Bandstand Rental Fee	\$215 / 4 hrs or \$645 all day / deposit \$1,500
Notary Service Fees (State Code)	
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$10 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$10 / signature
Credit Card Transaction Fee	3%

\$500
\$60
\$632
\$190
\$0
\$0.25 / page
\$0.10 / page
Cost + \$50 1st Hour (Minimum) + \$25 / hour
\$37
\$37
\$155
\$579
\$22
\$37
0 (Set to -0- by Council in 2011)
\$35 + 10% each month late
\$37
\$0
\$33
2% of TBV or 1% in lieu to City
\$211
\$215 / 4 hrs or \$645 all day / deposit \$1,500
0
\$10 / signature
\$10 / signature
3%

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
Grading Permit Fees	
50 cubic yard or less	\$ 24.11
51 to 100 cubic yard	\$ 37.96
101 to 1,000 cubic yards	\$37.96 for first 100 plus \$17.96 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$199.56 for first 1,000 plus \$14.88 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$333.45 for first 10,000 plus \$67.72 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$942.89 for first 100,000 plus \$37.45 for each additional 10,000 cubic yards

2017/18 Fee Schedule
2486%
\$ 39.14
\$39.14 for first 100 plus \$18.52 for each additional 100 cubic yards
\$205.82 for first 1,000 plus \$15.34 for each additional 1,000 cubic yards
\$343.88 for first 10,000 plus \$69.82 for each additional 10,000 cubic yards
\$972.26 for first 100,000 plus \$38.61 for each additional 10,000 cubic yards

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
 Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
PLANNING FEES	
Administration/Documents	
Continuance Request - Applicant (2+)	\$151
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$500
Appeals - Coastal Commission	\$0
Appeals -Building/Zoning Code Violations	\$500
Records Search/Research/Special Report	Cost
Administrative Permits	
Tree Removal - Staff -Review	\$123
Tree Removal -PC Review	\$1,026
Tree Removal – 3 or more trees on a property	\$263
Tree Installation Deposit (Refundable)	\$13
Commercial Sidewalk/Parking Lot Sale Permit	\$74
Tenant Use Permit (MCUP)--Staff approval	\$75
Transient Rental Occupancy Use Permit	\$513
Home Occupation Use Permit	\$154
Fence Permit- Staff approval	\$42
Fence Permit- PC approval	\$770
Sign Permits	
Temporary Signs and Banner Permits	\$37
Signs-permit - Staff Review	\$124
Signs- permit - PC Review	\$513
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$63
Design Permits	
Residential-Single Family- Staff Review	\$750
Residential-Single Family	\$2,565
Residential Multi-Family	\$3,590
Commercial	\$4,000 Deposit
Secondary Dwelling Unit- Staff Review	\$513
Secondary Dwelling Unit- PC Review	\$1,539
Use Permits	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit - Staff approval	\$1,539
Conditional Use Permit--PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$78
Subdivisions	
Certificate of Compliance & Lot Merger	\$513
Boundary Line Adjustment	\$820
Tentative Parcel Map	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit
Revised Map	\$2,000 Deposit
Time Extension	\$2,000 Deposit
Subdivision Modification	\$2,000 Deposit
Plan Amendments	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit
Other Discretionary Permits	
Variance	\$1,539
Coastal Development Permit	\$770
Coastal Permit Exclusion	\$86
Mobile home Park Change of Use or Closure	\$5,000 Deposit
Development Agreement	Cost; \$5,000 min. deposit
Specific Plan	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$513
Permit Time Extension - PC Review	\$1,539
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Environmental Review	
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 17% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%

2017/18 Fee Schedule
\$156
Cost
Cost
\$0
\$500
\$0
\$500
Cost
\$127
\$1,058
\$271
\$500 Deposit
\$76
\$77
\$529
\$159
\$43
\$794
\$38
\$128
\$529
Cost; \$3,000 min deposit
\$65
\$773
\$2,645
\$3,701
\$4,000 Deposit
\$529
\$1,587
Cost; \$3,500 min. deposit
\$1,587
Cost; \$3,000 min. deposit
\$80
\$529
\$845
Cost; \$2,000 min. deposit
Cost; \$5,000 min. deposit
\$2,000 Deposit
\$2,000 Deposit
\$2,000 Deposit
Cost; \$5,000 min. deposit
Cost; \$5,000 min. deposit
Cost; \$5,000 min. deposit
Cost; \$3,500 min. deposit
\$1,587
\$794
\$89
\$5,000 Deposit
Cost; \$5,000 min. deposit
Cost; \$5,000 min. deposit
\$529
\$1,587
50% of original cost
Costs+ overhead / \$3,000 min. deposit
Cost; \$2,000 min deposit
Cost; + 17% of consultant; \$10,000 min deposit
Cost + 21%
Cost + 21%

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,539
Conceptual Review Fee- PC and CC	\$2,309
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance confiscated property recovery fee	\$250
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$215
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Inclusionary Housing	
Inclusionary Housing -Unit Sale	\$513
Inclusionary Housing -Unit Refinance	\$205
Other Fees and Assessments	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Affordable Housing In-Lien Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4
Rental Multi-Family	\$6 per sq. ft.

2017/18 Fee Schedule
\$1,587
\$2,380
Cost + 21%
Cost + 21%
Double Application Fees
\$250
Cost
\$222
20% of Building Permit Fee
Cost; \$5,000 min. deposit
\$529
\$212
Total Building Valuation X 0.5%
5% of Permit Fee
Fee equals .0025 times the overall building permit valuation of the project.
\$10 per sq. ft.
\$0
Total # units minus 7 @ \$10 per avg. sq. ft. per unit
\$0
Total # units minus 14 @ \$10 per avg. sq. ft. per unit
\$0
Total # units minus 21 @ \$10 per avg. sq. ft. per unit
\$0
\$6 per sq. ft.

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

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
PUBLIC WORKS DEPARTMENT FEES	
Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$61
Village Sidewalk Encroachment Permit	\$36
Construction Items	
Level A	\$ 185
Level B	\$ 410
Level C	\$ 820
Level D	\$ 1,333
Level E	\$ 1,847
Residential Blue Curb Application Fee	
Residential Blue Curb Annual Fee	
Blanket Permits (repair and maintenance of existing facilities)	\$ 2,050
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$ 205
Applications for Major Permits	\$ 513
Memorial Bench	\$ 1,026
Memorial Plaque (wharf)	\$ 770
Memorial Plaque (Grand Ave)	\$ 770
Memorial Plaque (tree)	\$500 + Cost of Tree
Memorial Picnic Table	\$ 1,487
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	
Stormwater Plan Review Fee	\$ 102
Large Project Plan Review Deposit	
Tier 2	\$ 3,078
Tier 3 & 4	\$ 4,104
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	5% of Permit Fee
Final Map	Cost; \$3,000 min. deposit

2017/18 Fee Schedule
\$63
\$37
\$191
\$423
\$845
\$1,374
\$1,904
\$200
\$50
\$2,114
\$211
\$529
\$1,058
\$794
\$794
\$500 + Cost of Tree
\$1,533
\$400 per month
\$15 per day
\$0
\$105
\$0
\$3,173
\$4,231
Cost
5% of Permit Fee
Cost; \$3,000 min. deposit

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

Description	2016/17 Fee Schedule
-------------	----------------------

2017/18 Fee Schedule

HISTORICAL MUSEUM FEES	
------------------------	--

	Cost
Research Fee - 1/2 hour minimum charge	
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$17
Scan High Resolution Tiff File of any collection item for a customer	\$21

	Cost
	\$7
	\$18
	\$22

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)
 Communication: Item 8.C. Revised Staff Report regarding the City's Fee Schedule (ADDITIONAL MATERIALS)

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

From: Bob Edgren <agren7@yahoo.com>
Sent: Monday, May 08, 2017 9:34 PM
To: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us); City Council; PLANNING COMMISSION;
Grunow, Rich (rgrunow@ci.capitola.ca.us); Herlihy, Katie (kherlihy@ci.capitola.ca.us)
Cc: Safty, Ryan (rsafty@ci.capitola.ca.us)
Subject: Request
Attachments: Capitola Ave. Residential Red Dots.png

Dear and Honorable City Officials, Mayor, Council and Planning Commission,

This is a request to extend the vacation short term transient zone up Capitola Avenue. to *Beverly*.

A previous request has been made to extend the TRO zone to Bay Avenue. This request extends it to Beverly, a block short of Bay Avenue, simply because most all the section from Beverly to Bay is commercial.

As mentioned in previous requests, this area. CN zone Commercial Neighborhood area has changed significantly over the years and now reflects a mix much similar to the village.

Long term residential, much like the village is not an attractive option especially for residents with children. The heavily traveled Capitola Avenue is now commonplace for rumbling trucks, speeding cars and motorcycles. There are no families with children on Capitola Ave., once a common sight.

Communication: Item 8.D. Public Communication regarding the Zoning Code Update (ADDITIONAL MATERIALS)

Property owners along Capitola Avenue are not eligible for parking permits or spaces hence the competition for off street parking has increased to the point where residents often circle the block several times to find a space. If the property is fortunate to have off street parking, it is hazardous to enter on to the double yellow line Capitola Ave on a regular basis.

For anyone concerned about excess noise, like residents on Oak Drive, please note that motels, hotels and bed and breakfast businesses ***are allowed as Conditional uses for this zone.***

17.24.060 Conditional uses.

The following are conditional uses in a CN district, subject in each case to the securing of a use permit as provided in Chapter 17.60:

- A. Any activity which includes any significant alteration of an historic feature;
- B. Banks;
- C. Bed and breakfasts, subject to Section 17.03.085;
- D. Business establishments that sell or dispense alcoholic beverages for consumption upon the premises;
- E. Large and small community care residential facilities, subject to the special conditions in Section 17.15.060(G), and large and small family day care homes, subject to the special conditions in Section 17.15.060(F);
- F. Lodging facilities;
- G. Medical/dental offices;
- H. Motels or hotels meeting the following requirements:

1. The size should not be out of scale with, nor the appearance out of character with, the neighborhood;
2. No [kitchen](#) facilities in the rooms;
3. No food served on premises except breakfast, during breakfast hours (six a.m. to eleven a.m.);
4. The daily operations are managed by persons residing on-the property.
 - I. Multiple [dwellings](#) and groups or combinations thereof;
 - J. Restaurants;
 - K. Reverse vending machines for beverage containers and small collection facilities of five hundred square feet or less, are subject to the requirements of subsections (D) and (E) of Section [17.60.030](#).

If any neighbors oppose the idea of backing up to a vacation rental, may I make the suggestion that the owner of the vacation rental build at their own expense, a solid concrete or cinder block wall backing the neighbors rear property to insure full privacy and sound blockage.

By allowing the several remaining residences to convert to short term vacation rentals, this would be like adding the equivalent to a small hotel on the edge of the village. Such a change would bring in weekly groups of new people to shop, dine, and experience the Village. It would also allow those families with children and pets accommodations which typically they would not find in the village vacation rentals.

Per estimate, the TOT tax generated by this allowance should be around \$50-80K per year to the city. The additional and perhaps more important benefit as mentioned, would be cash infusion to Village merchants.

Capitola Village vacationing has changed. It never was a year around vacation spot but evolved to that around 2010. With the aggressive vacation rental firm Beach House Rentals setting up operation. In combination of growing popularity, the influence of Silicon Valley, the highly publicized attributes of Capitola in domestic and international travel magazines, has transformed our sleepy little village to a destination for any season.

On Saturday, in the San Jose Mercury News, ran article about how a beach vacation has become unaffordable and the Coastal Commission and State will be taking this very serious. Article link below.

“As the weather warms up, families across California are planning summertime visits to the beach. But overnight trips to the state’s famous coastline are becoming increasingly difficult for middle-class residents to enjoy because the price of admission is soaring.

Thousands of old, relatively low-cost motel rooms along the coast have been closed in recent years, replaced with luxury hotels that are out of reach for many.

A [new wave of studies](#) in recent months is sparking efforts by California’s coastal leaders — and now some lawmakers in Sacramento — to do something about it.

“The coast belongs to all Californians,” said Sam Schuchat, executive officer of the Coastal Conservancy, an Oakland-based government agency that works to restore the coast and improve public access. “And all Californians should be able to access it and enjoy it. Why should only relatively wealthy people be able to spend the night?”

Article link: <http://www.mercurynews.com/2017/05/06/are-beach-vacations-for-middle-class-californians-being-limited-as-hotel-costs-rise/>

Who with a family of four can afford a hotel? Yet alone with a pet? By allowing some homes to convert to vacation homes, Capitola would be addressing the needs of middle class families in their ability to stay at affordable rates.

There are not many vacation rentals in the Village TRO zone with a yard. If someone wants to bring their pet, that’s a problem. If the weather is poor, kids have no yard, no place to go to.

Again I request that the approval for short term vacation rentals on Capitola be allowed, scaled back from Bay Ave. to Beverly, and all those parties on Planning or the Council, recuse themselves from the decision making if they are within 300 feet. Of Capitola Ave between the trestle and Beverly.

I am attaching the signed petition that I sent out on Feb 7, 2017 with property owners listed here, who signed the following petition.

Petition wording

This petition is a request to the City of Capitola for the extension of the short term vacation transient rental zone from its current border on Capitola Ave., believed to be the trestle, to Bay Avenue. Why this request? Long term renters do not wish to live on the Capitola Avenue in this section anymore. hence, property owners are suffering. Over the years, more than half of properties in on this section of Capitola Avenue, from the trestle to Bay Avenue have been converted to commercial entities. A double yellow line has been added recognizing it a busy feeder street. The traffic count has increased significantly with many trucks of all sizes including 18 wheel rigs. The avenue has also become a busier route for police and fire. Available street parking on Capitola Avenue has diminished significantly and tenants or their guests compete against commercial establishments, the most obvious being Dignity Health, Golden Years Care home, and Gayles Bakery. There are no families with small children living on the Avenue, once a common sight. The intersection of Bay and Capitola Ave. has in itself become a problematic situation the city is addressing. The noise factor form vehicles and motorcycles is constant. This section of the city is no longer conducive to long term residential renting and the property owners who continue to provide residential housing are suffering. The ability for short term renting may ease this suffering, at least it would offer an alternative for the non-owner occupied dwellings. Short term vacation renters would also provide the TOT tax to the city. Short term rentals would constantly bring in fresh people and money into Capitola and increase sales to local merchants. Short term rentals would make it affordable to families who could not afford motel or hotel rates. From our opinion, it would make no sense not to allow for this change on zoning.

Signed by

1. Lawrie Properties
2. Jayne Seeley
3. Mike Bancroft
4. David and Barbara Smith
5. Bob Edgren

Thank you very much for your consideration, a look again at this proposal.

Very truly yours,

Bob Edgren

P.O. Box 1818, Capitola CA 95010

Agren7@yahoo.com

831-402-2111

are Print

gory, or address

Places

Results

+ Info

Capitola Restaurants

with



Help

Communication: Item 8.D. Public Communication regarding the Zoning Code Update (ADDITIONAL



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: City Manager Department

SUBJECT: Consider the April 27, 2017, City Council Regular Meeting Minutes

RECOMMENDED ACTION: Approve minutes.

DISCUSSION: Attached for City Council review and approval are the minutes of the regular meeting of April 27, 2017.

ATTACHMENTS:

1. 4-27-17 draft minutes

Report Prepared By: Linda Fridy
City Clerk

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

5/4/2017

**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION MINUTES
THURSDAY, APRIL 27, 2017**

CLOSED SESSION – 6:15 PM

CALL TO ORDER

Vice Mayor Termini called the meeting to order at 6:15 p.m. with the following items to be discussed in Closed Session:

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

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

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION
[Govt. Code § 54957(b)]**

City Council's Performance Evaluation of the City Attorney

There was no one in the audience; therefore, the City Council recessed to the Closed Session in the City Manager's Office.

REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

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

City Treasurer Peter Wilk was absent.

2. REPORT ON CLOSED SESSION

City Attorney Tony Condotti said the Council received reports on the two items and took no action.

3. ADDITIONAL MATERIALS - None

4. ADDITIONS AND DELETIONS TO AGENDA - None

5. PUBLIC COMMENTS

Bob Edgren spoke regarding concerns about skateboarders in the Village and Esplanade Park, mall tenancy, and the library entrance.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 27, 2017

6. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Petersen noted that County Parks is holding public meetings in May related to its strategic plan update, and that the Commission on the Environment will be doing restoration work at Peery Park on April 30.

Vice Mayor Termini said the City and Chamber hosted another successful Easter Egg Hunt. He asked Public Works for an update on the beach. Director Steve Jesberg explained the main access is from the Esplanade and the city cannot alter the stream flow until at least May 20 based on multi-agency permits. The beach and creek oversight involves eight public agencies. The City may not grade or create the lagoon until Soquel Creek reaches a set flow level. Regarding sifting the sand, the equipment cannot go under the Wharf until the lagoon is in place. Staff is asking if it can shift the creek if the flow is too high to close it by Memorial Day. Vice Mayor Termini ask for cost estimates to remove the seaweed rather than return it to the ocean.

Vice Mayor Termini also noted that *Content* magazine from Silicon Valley recently featured Capitola.

7. CONSENT CALENDAR

MOTION:	APPROVE THE CONSENT AGENDA ITEMS AS RECOMMENDED
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Botorff, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Ed Botorff, Jacques Bertrand, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan

- A. Consider the April 13, 2017, City Council Regular Meeting Minutes
RECOMMENDED ACTION: Approve minutes.
- B. Receive Planning Commission Action Minutes for the Regular Meeting of April 6, 2017
RECOMMENDED ACTION: Receive minutes.
- C. Approval of City Check Register Reports Dated March 3, March 10, March 17, March 24 and March 31, 2017 [300-10]
RECOMMENDED ACTION: Approve check registers.
- D. Contract for Plein Air Event Coordinator [1010-10/500-10 A/C: Shelton, Jenny]
RECOMMENDED ACTION: Approve \$3,000 contract for 2017 Plein Air event coordinator.

8. GENERAL GOVERNMENT / PUBLIC HEARINGS

- A. Community Development Block Grant Funded Energy Efficiency Program [700-10]
RECOMMENDED ACTION: Authorize staff to promote a CDBG-funded energy efficiency grant program for lower income residents.

Community Development Director Rich Grunow presented the staff report. Staff is requesting permission to promote \$7,500 grants to low-income homeowners for energy efficiency improvements along with existing support for health and safety repairs. He

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 27, 2017

noted the City’s three-year term to spend the CDBG funding for these grants ends in September and the state may not extend that period. Council suggested staff ask the Commission on the Environment to help with promotion and supported the expansion.

MOTION:	APPROVE EXPANDING THE GRANT PROGRAM TO INCLUDE ENERGY-EFFICIENT HOME IMPROVEMENTS
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff, Council Member
SECONDER:	Kristen Petersen, Council Member
AYES:	Ed Bottorff, Jacques Bertrand, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan

B. Letter of Opposition to SB 649 Wireless Telecommunications Facilities [580-40]
RECOMMENDED ACTION: Direct the Vice Mayor to sign a letter on behalf of the City opposing SB 649.

City Clerk Linda Fridy presented the staff report and recent action on the bill. City Attorney Condotti noted that this legislation is part of a statewide effort to reduce local oversight of wireless facilities.

Bob Edgren asked if the City can publish information about the rent and income from wireless locations. Attorney Condotti said the city does not have access to private leases.

Council Member Bottorff noted the City’s recent ordinance attempted to retain local control and Council Member Petersen said previous public discussion made it clear that the community wants the City to retain oversight.

MOTION:	DIRECT VICE MAYOR TO SIGN LETTER OPPOSING SB 649
RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ed Bottorff, Council Member
SECONDER:	Jacques Bertrand, Council Member
AYES:	Ed Bottorff, Jacques Bertrand, Michael Termini, Kristen Petersen
ABSENT:	Stephanie Harlan

C. Zoning Code Update [730-85]
RECOMMENDED ACTION: Accept the staff presentation, discuss the proposed Zoning Code update, identify desired Code revisions, and continue the public hearing to the May 11, 2017, meeting.

Senior Planner Katie Herlihy presented the staff report, focusing on 10 areas where there were either disagreements between the City Council and Planning Commission or that involve recent changes.

Zoning Map, Transient Rental Overlay, and Environmentally Sensitive Habitat Areas: The City received requests to extend the vacation rental overlay district along Capitola Avenue to Bay Avenue and to add 502 Beulah. The Planning Commission supports the Beulah request but not Capitola to Bay.

In public comment, Bob Edgren noted he and other property owners had asked for the

Attachment: 4-27-17 draft minutes (1838 : Approval of City Council Minutes)

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 27, 2017

Capitola Avenue extension of the vacation rental zone because increased traffic made long-term rentals less appealing. Vice Mayor Termini noted that the Capitola Avenue properties back on to other residential streets. The Council agreed with the Planning Commission recommendation.

The map identifying environmentally sensitive habitat eliminated several developed areas and extended other portions. Council asked for additional information on the process since the map was just completed.

Height Exceptions: Staff presented revised wording, which was supported by the Planning Commission and which Council also approved. Council Member Bertrand asked for additional discussion about restricting third floor use in the Village to residential.

Land use changes in the Commercial-Regional (C-R) Zoning: The Council accepted changes allowing residential use on the first floor when there are multiple buildings on the same parcel and others are commercial uses. This use requires a conditional use permit.

Capitola Mall Development: New language reflects a request from the mall property owner. The Council supported the change.

Office Uses in C-R: The Council supported changes allowing existing office buildings to continue leasing individual space until the building is redeveloped.

California Coastal Commission Edits: Staff noted that some minor items suggested by Coastal Commission staff are included in the draft code, such as references to the Coastal Act. It does not reflect suggested language that would be a policy change, such as restrictions based on sea level rise and environmentally sensitive areas.

Setbacks: Revised language permits decorative ornamental features in setbacks. Vice Mayor Termini said the voltage reference for outdoor kitchens was unnecessary.

Village Sidewalk Signs: Staff asked for direction of whether an alternative style should be allowed for sidewalk signs.

Carin Hanna, a member of the Business Improvement Association (BIA) who worked on original design approved by Council, said the BIA maintains its original recommendation and does not know why a second style was suggested. Council Member Bottorff said it undermines the previous process to allow an oval. Council supported preserving only the original design.

Non-conforming Structures: The table was rewritten for clarity, including examples, and a reference to the code section for rebuilding a damaged structure.

Accessory Dwelling Units (ADUs): The Council supported changes reflecting new state law regarding parking requirements, utility connections, and increased size standards. Staff distributed a map showing lot sizes based on ADU potential. The Planning Commission also supported allowing two-story ADUs with increased setbacks and permits, and removing the deed restriction for affordable housing incentives. Council members agreed, and suggested that staff hold a community workshop on ADUs.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES
April 27, 2017

Council also asked that the new code allow one accessory structure up to 100 square feet and 10 feet in height as is permitted at the state and most local levels. It also confirmed support of a 60-day public review period.

MOTION:	CONTINUE HEARING TO REVISIT THIRD STORY USES IN THE VILLAGE AND REVIEW THE ENVIRONMENTALLY SENSITIVE HABITAT	
RESULT:	CONTINUED [UNANIMOUS]	Next: 5/11/2017 7:00 PM
MOVER:	Ed Bottorff, Council Member	
SECONDER:	Jacques Bertrand, Council Member	
AYES:	Ed Bottorff, Jacques Bertrand, Michael Termini, Kristen Petersen	
ABSENT:	Stephanie Harlan	

9. **ADJOURNMENT**

The meeting was adjourned at 8:58 p.m.

Michael Termini, Vice Mayor

ATTEST:

Linda Fridy, City Clerk

Attachment: 4-27-17 draft minutes (1838 : Approval of City Council Minutes)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: City Manager Department

SUBJECT: Consider Section 218 Medicare-Only Agreement

RECOMMENDED ACTION: Adopt a resolution authorizing the initiation of division election procedures to enter a section 218 Medicare-only agreement between the City of Capitola and the Social Security administration for eligible employees.

BACKGROUND: All United States citizens are eligible for Medicare once they reach age 65 or become disabled before age 65. Individuals who have 40 quarters of credits of Social Security and/or Medicare-covered employment are eligible for premium-free Part A coverage. If an employee does not have 40 credits of Social Security and/or Medicare-covered employment, he or she can still receive Part A coverage, but must pay part or all of the premium. Medicare enrollees may also qualify for premium-free Part A coverage through the eligibility of a spouse or prior Medicare-covered employment.

Many public agencies, including Capitola, were historically excluded from Social Security and Medicare participation. In 1986, federal regulations made Medicare coverage mandatory for all state and local government employees hired on or after April 1, 1986, meaning City of Capitola employees hired prior to that date were grandfathered as excluded from the program. The recommended action addresses obtaining Medicare eligibility for all current employees hired prior to April 1, 1986, and continuously employed by the City. Section 218 Agreements are intended to allow employees not previously eligible for Medicare benefits to accrue credits towards premium-free Part A eligibility. State or local agencies may enter into a Section 218 Agreement retroactively, up to five years from the date of federal approval of their agreement.

DISCUSSION: CalPERS is the State Contract Administrator for Section 218 Agreements for the State of California. To initiate a Section 218 Agreement for affected employees, the City will use the division method of voting. Each employee makes an individual decision whether to enter into a Section 218 Agreement to begin accruing credits. Adopting the proposed Resolution is the initial step of the 12- to 18-month process. Approval of the Resolution allows staff to:

- Request authorization to conduct the division election;
- Establish the effective date of Medicare-Only coverage; -
- State which exclusions from Medicare-Only coverage are to be requested; and
- Name the local division officer (a designated City representative) who will conduct the division method on behalf of the City.

Section 218 Medicare-Only Agreement
May 11, 2017

Based on a current employee census, the election will include two employees. After the division election is completed, the results will be reported to CalPERS, which will provide coverage agreement documents to the City for presentation and approval by Council. The City will be officially in the Medicare-Only program for these affected employees as of the date the request for coverage is approved by the federal government, which may take several months from the time Council approves the final agreement.

FISCAL IMPACT: The annual estimated cost to the City based on the two affected employees' current total earnings, is approximately \$1,800. If the employees wish to go back retroactively five years, the total cost would be approximately \$8,000. The cost is the same for each of the employees. Sufficient funds to support this initiative will be budgeted as part of the FY 2017-2018 budget process.

Report Prepared By: Larry Laurent
Assistant to the City Manager

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Section 218 Medicare-Only Agreement
May 11, 2017

Return to: California Public Employees' Retirement System
Employer Account Management Division
Retirement & Social Security Contracts
P.O. Box 942709
Sacramento, CA 94229-2709

RESOLUTION

WHEREAS, the City of Capitola, hereinafter designated as "Public Agency", desires to establish a "deemed" retirement system pursuant to Section 218(d)(6) of the Federal Social Security Act composed of positions of members of the California Public Employees Retirement System, hereinafter designated "Present Retirement System", desiring "Medicare-Only" coverage, and to include services performed by individuals employed by the Public Agency in positions covered by said "deemed" retirement system, as members of a coverage group established by Section 218(d)(4) of said Act, in the California State Social Security Agreement of March 9, 1951, providing for the coverage of public employees under the insurance system established by said Act as amended; and

WHEREAS, State and Federal law and regulations require, as a condition of such coverage, that a division be authorized by the Board of Administration, California Public Employees' Retirement System; and

WHEREAS, it is necessary that the "Public Agency" now designate any services which it desires to exclude from coverage with respect to such coverage group under said insurance system; and WHEREAS, it is necessary for the Public Agency to set forth the modification, if any, of the benefits and contributions under the Present Retirement System that may result from coverage under the said insurance system with respect to such coverage group;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Administration, California Public Employees' Retirement System, be and hereby is requested to authorize the foregoing division; and

Section 218 Medicare-Only Agreement
May 11, 2017

BE IT FURTHER RESOLVED, that upon receipt of authorization from the Board of Administration a division shall be conducted in accordance with the requirements of Section 218(d) of the Social Security Act, and applicable State and Federal laws and regulations; that each eligible member of the Present Retirement System at the time of the division shall be furnished a form to permit the member to elect whether or not his services should be excluded from or included under the said California State Social Security Agreement as hereinbefore provided; with such "Medicare-Only" coverage effective as to services performed on and after May 11, 2012; and

BE IT FURTHER RESOLVED, that the following services with respect to said coverage group of the Public Agency shall be excluded from coverage under said agreement:

1. All services excluded from coverage under the agreement by Section 218 of the Social Security Act; and
2. Services excluded by option of the Public Agency:
 - a. No optional exclusions desired.
 - b. Service performed:

BE IT FURTHER RESOLVED, that with respect to the said coverage group the benefits and contributions of the Present Retirement System shall not be modified in any way; and

BE IT FURTHER RESOLVED, that notice of the division shall be given to members of the Present System not less than ninety days prior to the date of the division; provided however, that notice shall be given to employees becoming members of the Present Retirement System after the date of such notice up to and including the date of the division on the date on which they attain membership in the system, and that Larry Laurent, Assistant to the City Manager is hereby designated and appointed to conduct such division on behalf of the Public Agency in accordance with law, regulations, and this resolution, including the fixing of the date and the giving of proper notice thereof to members of the Present Retirement System and to all such eligible employees; and

Section 218 Medicare-Only Agreement
May 11, 2017

BE IT FURTHER RESOLVED, that the Public Agency will pay and reimburse the State at such time and in such amounts as may be determined by the State the approximate cost of any and all work and services relating to such division.

Stephanie Harlan, Mayor

City of Capitola

CERTIFICATION

I, _____, _____,
(Title)
of the _____, State of
California, do hereby certify the foregoing to be a full, true, and correct copy of Resolution No.
_____ adopted by the _____ of the
_____ at the regular/special
meeting held on the _____ day of _____, _____, as the same
appears of record in my office.

(Signature)

Section 218 Medicare-Only Agreement
May 11, 2017

(Title)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Public Works Department

SUBJECT: Award Contract for the Construction of the Highway 1 Enhanced Bike Lane Project (Green Bike Lanes)

RECOMMENDED ACTION:

1. Award a contract to D&M Traffic Services for construction of the Highway 1 Enhanced Bike Lane Improvement Project with a base bid of \$51,775.37 for improvements along the 41st Avenue interchange and
2. Authorize the Director of Public Works to issue a change order to add the Bay Avenue interchange and the Park Avenue interchange at the costs of \$25,194.98 and \$38,081.85 respectively pending adoption of a 2017/18 budget that includes an additional appropriation to this project.

BACKGROUND: On April 26, 2017, the city received five bids for the construction of the Highway 1 Enhanced Bike Lane Project, which will construct green colored bike lanes at the three Highway 1 interchanges within the city limits. The lowest responsible bid was received from D&M Traffic Services from Santa Clara with a base bid in the amount of \$51,775, which is 11 percent under the estimated cost. The base bid was for the 41st Avenue Interchange, the highest priority project. The bid also included pricing for the Bay Avenue and Park Avenue Interchanges. D&M's total bid for all three interchanges remained the lowest bid with a price of \$115,052, which is 17 percent below the estimate. A summary of the bids is included as Attachment 1.

DISCUSSION: Based on the favorable pricing received, staff is recommending constructing all three interchanges under this contract. The current Capital Improvement Program budget includes \$60,000 in funding for this project. In the next fiscal year budget, the City's allocation from the countywide transportation improvement measure, which passed this past November, is estimated to be \$288,000. Staff will be recommending allocating \$66,558 to this project to cover the entire project costs with a 10 percent contingency.

The initial contract will be for the 41st Avenue portion of the project only. Upon approval of the 2017/18 budget, and an additional \$66,558 for this project, Public Works will issue a change order to add the Bay Avenue and Park Avenue interchanges. The contractor has agreed to this plan and will schedule the work accordingly once the budget adoption process is complete.

FISCAL IMPACT: The 41st Avenue Interchange can be built as planned with existing funds. The

Green Bike Lane Award
May 11, 2017


addition of the Bay Avenue and Park Avenue Interchanges will require allocation of \$66,558 of the new transportation funding in the next fiscal budget. This additional allocation will reduce the estimated available RTC transportation measure funding available for other projects to \$221,442.

ATTACHMENTS:

1. Green Bike Lanes Bid Summary

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Project **Enhanced Bike Lanes**
 Bid Open 26-Apr-17

Bid Results

Base Bid - 41st Avenue Interchange				Estimate		D&M Traffic Services	
Item No.	Description	QTY.	Unit	Unit Cost	Total	Unit	Cost
1	Caltrans Encroachment Permit	1	LS	\$5,000.00	\$5,000	\$ 2,200.00	\$ 2,200.00
2	Mobilization (10% Project Items)	1	LS	\$4,900.00	\$4,900	\$ 7,200.00	\$ 7,200.00
3	Traffic Control (Including Portable CMS)	1	LS	\$8,000.00	\$8,000	\$ 4,125.00	\$ 4,125.00
4	Remove Thermoplastic Traffic Stripe	1192	LF	\$1.50	\$1,788	\$ 3.75	\$ 4,470.00
5	Remove Thermoplastic Pavement Marking	144	SF	\$5.00	\$720	\$ 3.75	\$ 540.00
6	Roadside Sign - One Post	3	EA	\$400.00	\$1,200	\$ 561.00	\$ 1,683.00
7	4" Thermoplastic Traffic Stripe	271	LF	\$1.50	\$406	\$ 2.00	\$ 542.00
8	6" Thermoplastic Traffic Stripe	2065	LF	\$2.00	\$4,130	\$ 2.25	\$ 4,646.25
9	8" Thermoplastic Traffic Stripe	324	LF	\$3.00	\$971	\$ 2.50	\$ 810.00
10	Thermoplastic Pavement Marking	228	SF	\$6.00	\$1,368	\$ 17.54	\$ 3,999.12
11	Thermoplastic Pavement Marking (Green)	2464	SF	\$12.00	\$29,568	\$ 8.75	\$ 21,560.00
					\$58,052	Base Bid Total	\$ 51,775.37
Alternate 1 - Bay Avenue Interchange							
11	Mobilization (10% Project Items)	1	LS	\$2,400.00	\$2,400	\$ 7,200.00	\$ 7,200.00
12	Traffic Control (Including Portable CMS)	1	LS	\$6,000.00	\$6,000	\$ 2,750.00	\$ 2,750.00
13	Remove Thermoplastic Traffic Stripe	175	LF	\$1.50	\$263	\$ 3.75	\$ 656.25
14	Roadside Sign - One Post	1	EA	\$400.00	\$400	\$ 25.00	\$ 25.00
15	6" Thermoplastic Traffic Stripe	933	LF	\$2.00	\$1,866	\$ 2.25	\$ 2,099.25
16	Thermoplastic Pavement Marking	112	SF	\$6.00	\$672	\$ 17.54	\$ 1,964.48
17	Thermoplastic Pavement Marking (Green)	1200	SF	\$12.00	\$14,400	\$ 8.75	\$ 10,500.00
					\$26,000	Bay Ave Total	\$ 25,194.98
Alternate 2 - Park Avenue Interchange							
18	Mobilization (10% Project Items)	1	LS	\$3,800.00	\$3,800	\$ 7,200.00	\$ 7,200.00
19	Traffic Control (Including Portable CMS)	1	LS	\$7,000.00	\$7,000	\$ 2,750.00	\$ 2,750.00
20	Remove Thermoplastic Traffic Stripe	1152	LF	\$1.50	\$1,728	\$ 3.75	\$ 4,320.00
21	Remove Thermoplastic Pavement Marking	164	SF	\$5.00	\$820	\$ 3.75	\$ 615.00
22	Roadside Sign - One Post	4	EA	\$400.00	\$1,600	\$ 195.00	\$ 780.00
23	6" Thermoplastic Traffic Stripe	1685	LF	\$2.00	\$3,369	\$ 2.25	\$ 3,791.25
24	Thermoplastic Pavement Marking	140	SF	\$6.00	\$840	\$ 17.54	\$ 2,455.60
25	Thermoplastic Pavement Marking (Green)	1848	SF	\$12.00	\$22,176	\$ 8.75	\$ 16,170.00
					\$ 41,333	Park Ave Total	\$ 38,081.85

Subtotal:	\$250,770
10% Contingen	\$25,077
Total:	\$275,847

All In Total \$ 115,052.20

Attachment: Green Bike Lanes Bid Summary (1847 : Green Bike Lane Award)

Project Enhanced Bike Lanes
 Bid Open 26-Apr-17

Base Bid - 41st Avenue Interchange				Chrisp Company		Sierra Traffic Markings	
Item No.	Description	QTY.	Unit	Unit	Cost	Unit	Cost
1	Caltrans Encroachment Permit	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
2	Mobilization (10% Project Items)	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00
3	Traffic Control (Including Portable CMS)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00
4	Remove Thermoplastic Traffic Stripe	1192	LF	\$ 2.00	\$ 2,384.00	\$ 3.00	\$ 3,576.00
5	Remove Thermoplastic Pavement Marking	144	SF	\$ 4.00	\$ 576.00	\$ 5.00	\$ 720.00
6	Roadside Sign - One Post	3	EA	\$ 345.00	\$ 1,035.00	\$ 250.00	\$ 750.00
7	4" Thermoplastic Traffic Stripe	271	LF	\$ 2.00	\$ 542.00	\$ 5.50	\$ 1,490.50
8	6" Thermoplastic Traffic Stripe	2065	LF	\$ 3.00	\$ 6,195.00	\$ 1.35	\$ 2,787.75
9	8" Thermoplastic Traffic Stripe	324	LF	\$ 4.00	\$ 1,296.00	\$ 2.10	\$ 680.40
10	Thermoplastic Pavement Marking	228	SF	\$ 6.00	\$ 1,368.00	\$ 11.00	\$ 2,508.00
11	Thermoplastic Pavement Marking (Green)	2464	SF	\$ 9.00	\$ 22,176.00	\$ 10.00	\$ 24,640.00
				Base Bid Total	\$ 57,572.00	Base Bid Total	\$ 59,652.65
Alternate 1 - Bay Avenue Interchange							
11	Mobilization (10% Project Items)	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00
12	Traffic Control (Including Portable CMS)	1	LS	\$ 7,200.00	\$ 7,200.00	\$ 15,000.00	\$ 15,000.00
13	Remove Thermoplastic Traffic Stripe	175	LF	\$ 2.00	\$ 350.00	\$ 3.00	\$ 525.00
14	Roadside Sign - One Post	1	EA	\$ 345.00	\$ 345.00	\$ 250.00	\$ 250.00
15	6" Thermoplastic Traffic Stripe	933	LF	\$ 3.00	\$ 2,799.00	\$ 1.35	\$ 1,259.55
16	Thermoplastic Pavement Marking	112	SF	\$ 6.00	\$ 672.00	\$ 11.00	\$ 1,232.00
17	Thermoplastic Pavement Marking (Green)	1200	SF	\$ 9.00	\$ 10,800.00	\$ 10.00	\$ 12,000.00
				Bay Ave Total	\$ 26,166.00	Bay Ave Total	\$ 31,766.55
Alternate 2 - Park Avenue Interchange							
18	Mobilization (10% Project Items)	1	LS	\$ 4,500.00	\$ 4,500.00	\$ 1,500.00	\$ 1,500.00
19	Traffic Control (Including Portable CMS)	1	LS	\$ 7,200.00	\$ 7,200.00	\$ 15,000.00	\$ 15,000.00
20	Remove Thermoplastic Traffic Stripe	1152	LF	\$ 2.00	\$ 2,304.00	\$ 3.00	\$ 3,456.00
21	Remove Thermoplastic Pavement Marking	164	SF	\$ 4.00	\$ 656.00	\$ 5.00	\$ 820.00
22	Roadside Sign - One Post	4	EA	\$ 345.00	\$ 1,380.00	\$ 250.00	\$ 1,000.00
23	6" Thermoplastic Traffic Stripe	1685	LF	\$ 3.00	\$ 5,055.00	\$ 1.35	\$ 2,274.75
24	Thermoplastic Pavement Marking	140	SF	\$ 6.00	\$ 840.00	\$ 11.00	\$ 1,540.00
25	Thermoplastic Pavement Marking (Green)	1848	SF	\$ 9.00	\$ 16,632.00	\$ 10.00	\$ 18,480.00
				Park Ave Total	\$ 38,567.00	Park Ave Total	\$ 44,070.75

All In Total \$ 122,305.00

All In Total \$ 135,489.95

Attachment: Green Bike Lanes Bid Summary (1847 : Green Bike Lane Award)

Project Enhanced Bike Lanes
 Bid Open 26-Apr-17

Base Bid - 41st Avenue Interchange				Sterndahl Enterprises		Super Seal & Stripe	
Item No.	Description	QTY.	Unit	Unit	Cost	Unit	Cost
1	Caltrans Encroachment Permit	1	LS	\$ 850.00	\$ 850.00	\$ 575.00	\$ 575.00
2	Mobilization (10% Project Items)	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 15,000.00	\$ 15,000.00
3	Traffic Control (Including Portable CMS)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 34,015.00	\$ 34,015.00
4	Remove Thermoplastic Traffic Stripe	1192	LF	\$ 1.50	\$ 1,788.00	\$ 2.00	\$ 2,384.00
5	Remove Thermoplastic Pavement Marking	144	SF	\$ 5.00	\$ 720.00	\$ 2.50	\$ 360.00
6	Roadside Sign - One Post	3	EA	\$ 275.00	\$ 825.00	\$ 390.00	\$ 1,170.00
7	4" Thermoplastic Traffic Stripe	271	LF	\$ 2.00	\$ 542.00	\$ 1.00	\$ 271.00
8	6" Thermoplastic Traffic Stripe	2065	LF	\$ 3.00	\$ 6,195.00	\$ 2.00	\$ 4,130.00
9	8" Thermoplastic Traffic Stripe	324	LF	\$ 4.00	\$ 1,296.00	\$ 2.50	\$ 810.00
10	Thermoplastic Pavement Marking	228	SF	\$ 5.00	\$ 1,140.00	\$ 10.00	\$ 2,280.00
11	Thermoplastic Pavement Marking (Green)	2464	SF	\$ 14.00	\$ 34,496.00	\$ 16.00	\$ 39,424.00
				Base Bid Total	\$ 65,852.00	Base Bid Total	\$ 100,419.00
Alternate 1 - Bay Avenue Interchange							
11	Mobilization (10% Project Items)	1	LS	\$ 250.00	\$ 250.00	\$ 2,500.00	\$ 2,500.00
12	Traffic Control (Including Portable CMS)	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00
13	Remove Thermoplastic Traffic Stripe	175	LF	\$ 1.50	\$ 262.50	\$ 2.00	\$ 350.00
14	Roadside Sign - One Post	1	EA	\$ 275.00	\$ 275.00	\$ 390.00	\$ 390.00
15	6" Thermoplastic Traffic Stripe	933	LF	\$ 3.00	\$ 2,799.00	\$ 2.00	\$ 1,866.00
16	Thermoplastic Pavement Marking	112	SF	\$ 5.00	\$ 560.00	\$ 10.00	\$ 1,120.00
17	Thermoplastic Pavement Marking (Green)	1200	SF	\$ 14.00	\$ 16,800.00	\$ 16.00	\$ 19,200.00
				Bay Ave Total	\$ 26,946.50	Bay Ave Total	\$ 28,426.00
Alternate 2 - Park Avenue Interchange							
18	Mobilization (10% Project Items)	1	LS	\$ 250.00	\$ 250.00	\$ 2,500.00	\$ 2,500.00
19	Traffic Control (Including Portable CMS)	1	LS	\$ 9,000.00	\$ 9,000.00	\$ 4,000.00	\$ 4,000.00
20	Remove Thermoplastic Traffic Stripe	1152	LF	\$ 1.50	\$ 1,728.00	\$ 2.00	\$ 2,304.00
21	Remove Thermoplastic Pavement Marking	164	SF	\$ 5.00	\$ 820.00	\$ 2.50	\$ 410.00
22	Roadside Sign - One Post	4	EA	\$ 275.00	\$ 1,100.00	\$ 390.00	\$ 1,560.00
23	6" Thermoplastic Traffic Stripe	1685	LF	\$ 3.00	\$ 5,055.00	\$ 2.00	\$ 3,370.00
24	Thermoplastic Pavement Marking	140	SF	\$ 5.00	\$ 700.00	\$ 10.00	\$ 1,400.00
25	Thermoplastic Pavement Marking (Green)	1848	SF	\$ 14.00	\$ 25,872.00	\$ 16.00	\$ 29,568.00
				Park Ave Total	\$ 44,525.00	Park Ave Total	\$ 45,112.00

All In Total \$ 137,323.50

All In Total \$ 173,957.00

Attachment: Green Bike Lanes Bid Summary (1847 : Green Bike Lane Award)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Capitola Police Department

SUBJECT: Animal Service Agreement

RECOMMENDED ACTION: Direct staff to work with the Santa Cruz County Animal Services Authority (ASA) to prepare the necessary documentation for Capitola to become a member of ASA, beginning July 1, 2017.

BACKGROUND: The City of Capitola has had its own animal control officers for more than 40 years. For the past 20 years, animal control duties have been assigned to our community service officers. Although our community service officers provide animal patrol and enforcement activities, the City has never had a facility to board animals. In the past, the City has utilized either the Santa Cruz SPCA or the regional Joint Powers Authority, Santa Cruz County Animal Services Authority (ASA), for these animal control services.

The City was originally a member of ASA when the organization was formed in 2002. As a cost-saving measure, the City withdrew from the ASA in 2007 and contracted with SPCA. Under the agreement with the SPCA, the City was responsible for transporting impounded or stray animals to a veterinarian for examination. When an animal cleared the examination, the officer would then transport the animal to the SPCA for adoption. The SPCA would then place the animal for adoption and was responsible for collecting or paying any fees associated with that adoption. The City was responsible for the cost of all veterinarian services associated with the animal.

On July 30, 2013, the City received a 30-day notice from the Santa Cruz SPCA stating that it was terminating the animal control contract with the City effective September 1, 2013. As a result, the City entered an interim contract with Santa Cruz ASA wherein the police department continued to provide its own animal control and enforcement program, while ASA provided veterinary services, animal boarding, and adoption services.

This interim contract has been renewed annually since 2013 until this year when ASA indicated it was no longer willing to provide a contract for service, and instead preferred the City join ASA as a full member of the joint powers authority. The primary concern for ASA was that while the City was paying for direct services with ASA, the City was reliant on the expertise at ASA, and its ability to provide mutual aid in the event of a larger incident in the City. As a result, the ASA Board felt the City was not paying its full cost and the other members were subsidizing Capitola's contract.

DISCUSSION: There are only two entities in Santa Cruz County that provide boarding services for impounded or stray animals, the SPCA and ASA. After receiving notice from ASA earlier this

Animal Service Agreement
May 11, 2017

year, staff has worked with ASA staff and Board members to determine the implications of Capitola rejoining the joint powers authority.

Of primary concern to City staff was ASA's cost structure, which divided costs to member jurisdictions 100 percent based on population. As Capitola has lower impound rates and calls for service compared to other areas in the County, staff felt the fee structure would make membership in ASA challenging.

Over the last year staff met with ASA Board representatives to discuss a new cost sharing formula. Last month the ASA Board adopted a new formula, which distributes costs based on 25 percent impounds, 25 percent calls for service, and 50 percent population. In addition, the new cost formula includes a four-year phase in, to minimize the budget impact to member agencies.

Should Capitola rejoin ASA, the Police Department has worked with ASA to develop a specific plan for how calls for service in Capitola would be handled. Under that plan Capitola would continue to provide its own animal patrol and enforcement program, emergency animal service, animal service calls reporting safety concerns, dead animal calls, all animal calls on or near the beach, and other calls where a response from the Capitola Police Department is necessary based upon supervisory evaluation.

ASA animal control officers would be responsible for "joint" response to the above listed calls, and independent response to all non-emergency calls not requiring a response from members of the police department. The ASA would continue to be responsible for veterinary services, animal boarding, and adoption.

On April 10, 2017, the ASA Board of Directors approved the attached "cost sharing formula" and directed its staff to prepare the annual budget with an option that includes Capitola as a member, and another without Capitola.

Staff has evaluated other options for animal adoption and boarding services, including returning to the SPCA as well as contracting with out-of-County providers. At this time, staff is recommending the City rejoin ASA as a full member.

FISCAL IMPACT: In 2016/17 the City's contract with ASA was \$23,500. Under the proposed cost sharing plan, the City's contribution to become a full member will increase to \$33,000 in FY 17/18. Staff has included the increased cost in the draft budget.

ATTACHMENTS:

1. ASA Cost Sharing Formula
2. Animal Services JPA Agreement

Report Prepared By: Terry McManus
Police Chief

Animal Service Agreement
May 11, 2017

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Proposed Membership Formula (with FY 2014-2016 averaged, actual service data)

CURRENT MEMBERS (With Capitola)

Blended Population (50% Weight), Animal Impound (25% Weight) and Call-for-Service (25% Weight)

County	% of Calls for			Total Contribution %	Membership Contribution
	% of Impounds (3 Yr Avg)	Service (Yr Avg)	% of Population (3)		
County	47.0%	62.3%	51.1%	52.9%	\$1,318,506.40
Santa Cruz	15.6%	17.1%	20.7%	18.6%	\$462,711.80
Scotts Valley	2.0%	2.5%	4.6%	3.4%	\$84,674.08
Watsonville	33.4%	17.8%	19.8%	22.7%	\$567,018.29
Capitola	1.9%	0.2%	3.8%	2.4%	\$61,053.43
	100.0%	100.0%	100.0%	100.0%	\$2,493,964

Net Difference (Current to New Formula)	
(\$5,788.48)	County
(\$75,984.43)	Santa Cruz
(\$32,542.23)	Scotts Valley
\$53,261.71	Watsonville
\$37,733.43	Capitola
(\$23,320.00)	

Total FY 2016-2017 Budget: \$2,493,964

#1 New Formula Implentation: Equal 4-Year Smoothing

Note that these numbers are not fixed as the annual budget will likely rise year over year and the service calculations will be updated each year.

	Contribution Percent	Membership Contribution	FY 2016-2017		FY 2017-2018		FY 2018-2019		FY 2019-2020		FY 2020-21	
			Year 0 (Current \$)	Year 1 Change	Year 1 Contribution*	Year 2 Change	Year 2 Contribution*	Year 3 Change	Year 3 Contribution*	Year 4 Change	Year 4 Contribution*	
Capitola	2.4%	\$61,053.43	\$ 23,320	\$ 9,433	\$ 32,753	\$ 9,433	\$ 42,187	\$ 9,433	\$ 51,620	\$ 9,433	\$ 61,053	
County	52.9%	\$1,318,506.40	\$1,324,295	\$ (1,447)	\$1,322,848	\$ (1,447)	\$1,321,401	\$ (1,447)	\$1,319,954	\$ (1,447)	\$1,318,506	
Santa Cruz	18.6%	\$462,711.80	\$538,696	\$ (18,996)	\$519,700	\$ (18,996)	\$500,704	\$ (18,996)	\$481,708	\$ (18,996)	\$462,712	
Scotts Valley	3.4%	\$84,674.08	\$117,216	\$ (8,136)	\$109,081	\$ (8,136)	\$100,945	\$ (8,136)	\$92,810	\$ (8,136)	\$84,674	
Watsonville	22.7%	\$567,018.29	\$513,757	\$ 13,315	\$527,072	\$13,315	\$540,387	\$13,315	\$553,703	\$13,315	\$567,018	
	100.0%	\$2,493,964	\$ 2,493,964	\$ (5,830)	\$ 2,511,454	\$ (5,830)		\$ (5,830)		\$ (5,830)		

*Plus increases annual COLA (approved by the Board) or changes in service levels (backward-looking 3 year formula adjusts ea. year)

Attachment: ASA Cost Sharing Formula (1850 : Animal Service Agreement)

JOINT POWERS AGREEMENT

In order to establish, operate and maintain an animal control and care authority for the Cities of Capitola, Santa Cruz and Scotts Valley, and the County of Santa Cruz the Parties agree to the following:

This Agreement, effective June 18, 2002, by and among the Cities of Capitola, Santa Cruz and Scotts Valley, (hereinafter referred to as "Parties") is entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article I (Sections 6500, et seq.) of the California Government Code relating to joint exercise of powers, for the purpose of creating a Santa Cruz County Animal Services Authority, an entity that is separate from each of the Parties hereto.

RECITALS:

The following Recitals are a substantive portion of this Agreement:

WHEREAS, the Parties are each empowered by laws to acquire sites, lease, construct, equip, staff, maintain, operate and lease public buildings and related facilities for the purposes of animal control and care services; and

WHEREAS, the Parties possess the power to provide for animal control and care services including all necessary animal field services, dead animal services and animal shelter services within their respective Jurisdictional Area; and

WHEREAS, the Parties desire to acquire, equip, staff and operate a consolidated county-wide animal control and care services facility (hereinafter referred to as "Facility"), and to provide a vehicle(s) for the accomplishment thereof; and

WHEREAS, this Agreement is an appropriate means through which the Member Agencies may provide the animal control and care services because the Jurisdictional Areas of the Member Agencies are in close proximity to one another and are susceptible of being served by the animal control and care services and related Joint Facilities under common administration and management and with the same equipment, resources and personnel; and

WHEREAS, the Member Agencies desire to share their animal control expertise and to optimize their expenditures in connection with the provision of the animal control and care services and related Joint Facilities; and

WHEREAS, the separate provision, management and administration of the animal control and care services and related Joint Facilities in each Jurisdictional Area by each of the respective member Agencies and using separate facilities, resources and personnel may result in duplication of effort, inefficiencies in administration and excessive costs, all of which, in the judgment of the Member Agencies, can be eliminated or substantially reduced, all to the substantial advantage and benefit of the citizens and taxpayers of all of the member Agencies, if the provision of the animal control and care services and the administration and management of the related Joint Facilities employing common equipment, resources and personnel, were to be performed by and through a single public entity and the creation of such a single public entity is the purpose of this Agreement; and

WHEREAS, the Parties desire to accomplish the aforesaid purpose of jointly exercising their common powers in the manner set forth in this agreement.

NOW, THEREFORE, the Parties, for and in consideration of the facts stated above, the mutual benefits to be derived, and the mutual covenants contained herein, it is agreed by and among the Member Agencies hereto as follows:

Section 1. Purpose. The purpose of this Agreement is to create the Authority to provide for the joint exercise of powers by the Member Agencies to own, manage, operate and maintain the Joint Facilities and to implement the financing, leasing, acquisition and/or construction of and any additional facilities and property later acquired, owned, leased or managed by the Authority and included in the Joint Facilities and thereafter to manage, operate the Joint Facilities, as so added to and improved, all to the end that the residents of the Area are provided with a humane, efficient and economical provision of the Animal Control and Care Services and related services consistent with the purposes of this Agreement.

This Agreement is made pursuant to California Government Code sections 6500, et seq., hereinafter referred to as the "Act", relative to the joint exercised of powers common to the Agreement's Parties.

Section 2. Creation of Authority. Pursuant to Section 6506 of the Act, there is hereby created a public entity, separate and apart from the Agreement's Parties, to be known as "Santa Cruz County Animal Services Authority", hereinafter referred to as the "Authority". The Authority which shall administer this Agreement is a public entity separate and apart from the member Agencies and each of them. The debts, liabilities and obligations of the Authority shall not constitute debts, liabilities and/or obligations of any of the Parties.

Section 3. Governance.

A. Board of Directors

The Authority shall be governed by a Board of Directors. Each entity which is a Party to this Agreement shall have representation on the Board as follows:

1. Three members representing the County Board of Supervisors to include the Sheriff-Coroner, Auditor Controller, and County Administrative Officer, or their designates.
2. Two members representing the Santa Cruz City to include the Chief of Police and City Manager, or their designates.
3. One member representing the Scotts Valley City Council to include the City Manager, or his/her designate.
4. One member representing the Capitola City Council to include the City Manager, or his/her designate.

Such Board member shall cease to be a Director if she/he ceases to be an employee of the governing body of the participating entity, or if the entity ceases to be party to this agreement. Each Director shall notify the Secretary of the Board of their respective alternates. The Secretary shall notify each entity of the designation of the other Parties' representatives.

1. Officers of the Board of Directors

(e) Designation of Officers

The office of Chair, Vice and Secretary shall be rotated on an annual basis, at the first meeting of each fiscal year based on the following rotation which shall continue through the term of this Agreement.

(b) Duty of Officers

(1) Chair and Vice Chair

The Chair, or in his/her absence the Vice Chair, shall preside at and conduct all Board meetings. In the absence or inability of the Chair to act, the Vice Chair shall act as the Chair. The Board Chair, in consultation with the Controller and with the support staff, will develop meeting agendas.

(2) Secretary

The Secretary will give notice of regular meetings to the Board at least fifteen (15) working days in advance of the scheduled date, soliciting any agenda items. The Secretary will deliver the agenda and supporting documentation to each Board member and the public at least five (5) working days prior to the scheduled meeting.

(c) Controller of the Authority

The Board of Directors shall appoint the Controller of the Authority. The Controller shall attend the meetings of the Board of Directors and advise them in connection with any accounting, budgetary, monetary or other financial matters relating to the Authority. The duties and responsibilities of the Controller include, but are not limited to, those set forth in California Government Code sections 6505, 6505.5 and 6509.5 and shall include the following:

- (1) establish with Board approval the annual budget format, accounts and documentation pertaining thereto which most nearly reflect the objectives of the Authority and the operation of the facility;
- (2) establish and maintain the particular funds and accounts as required by generally accepted accounting practices and which most

accurately and appropriately record and report the operations of the Authority as represented by the annual budget document;

- (3) enforce strict compliance with the approved annual budget and approve only expenditures authorized therein;
- (4) ensure that all available cash on hand is at all times fully invested in a cash management program and investment portfolio pertaining thereto; she/he will further ensure that sufficient liquidity is maintained to meet the Authority's cash disbursement needs;
- (5) furnish monthly revenue, expenditure and funds status reports to the Animal Control and Care Services Authority General Manager and Board of Directors;
- (6) maintain an inventory of all property of the Authority, and may designate the Board Chair to be custodian of the property;
- (7) make all books and records of the Authority in his/her hands open to inspection at all reasonable times by Board members or their representatives.

(d) Attorney for the Authority

The Board of Directors shall appoint the Attorney for the Authority. The Attorney shall attend meetings of the Board of Directors as required to advise in connection with any legal matters relating to the Authority. Additional counsel may be solicited in the event of a conflict of interest involving the Attorney, or as needed.

(e) Authority General Manager

The Board of Directors shall appoint the General Manager for the Authority. The General Manager shall attend all meetings of the Board of Directors to advise in connection with any operational and personnel matters relating to the Authority. Among other things, the General manager shall be responsible for obtaining and maintaining liability and casualty insurance for the Authority and the Authority's property.

B. Oversight of the Board of Directors by Party's Legislative Body

The Authority shall have the responsibility of providing quarterly reports, in a format which will be determined by the Parties, and periodically attend Council or Board meetings as may be requested to provide information on the work of the Authority and to seek input.

C. Meetings of the Board of Directors

1. Regular Meetings of the Board of Directors

The Board shall conduct regular meetings, holding at least one regular meeting each quarter. The first meeting of the fiscal year shall be the annual meeting. On or before the first meeting, the Board shall consider and adopt the annual budget for the Authority for the ensuing fiscal year. The Board shall provide for additional meetings as may be needed depending upon the pressure of business or as may reasonably be requested by any Board member. The date and hour of any regular meeting shall be scheduled by order of the Board of Directors. The location for the conduct of meetings shall generally be the Authority's facility. Changes in the location may be made from time to time by providing written notice to each Board member and the public; however on-going changes in the location must be made by resolution of the Board.

2. Ralph M. Brown Act

The Board of Directors shall adopt rules for conducting their meetings and other business. All meetings of the Board, including without limitation regular, adjourned regular and special meetings, shall be called, noticed and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

3. Minutes

The Secretary of the Board shall keep minutes of regular, adjourned regular and special meetings. As soon as possible after each meeting, a copy of the minutes shall be provided to each of the Parties.

4. Quorum

A majority of the Board constitutes a quorum for the transaction of business, except that a lesser number may adjourn for lack of a quorum.

5. Animal Services to Other Agencies

The Authority may provide animal services to public agencies not a party to this Agreement, but only upon unanimous approval of the Board of Directors. Such service shall be by contract, executed by the Chair of the Board of Directors. The Board shall establish the amount of charge for the service, which shall be billed and paid quarterly. Charges will be set with the intent of recovering all operational, capital and maintenance costs expended by the Authority in providing the animal services to a particular agency, both annually and for prorated periods thereof.

Section 4. Powers and Duties

A. Authority

The Authority shall have the powers common to the Powers as set forth in recitals of this agreement, including and in addition: the power to lease, acquire existing sites and construct new sites, eminent domain, enter into contracts, equip, staff, maintain, operate buildings and related facilities, for the purpose of providing for animal control and care services in Santa Cruz County.

The Authority is authorized in its own name to perform all acts necessary for the exercise of common powers, including, but not limited to, any or all of the following:

1. to make and enter into contracts;
2. to employ agents and employees;
3. to lease, acquire, construct, manage, maintain and operate any buildings, works or improvements;
4. to lease, acquire, or dispose of property;
5. to incur debts, liabilities or obligations;
6. to receive gifts, contributions and donation of property and funds, services and other forms of financial assistance, from persons, firms and corporations and any governmental entity;
7. to rent or lease communications services to the-public agencies;
8. to acquire real property, buildings, and improvements for public use by eminent domain;
9. to sue and be sued in its own name.

Such powers shall be exercised in the manner provided in the Act except as expressly set forth in this Agreement, subject only to such restrictions as are imposed upon the Parties and the exercise of similar powers.

The Authority shall exercise its powers as needed to implement the purpose of this agreement. Pursuant to Section 6504 to the Act, the Authority is empowered and by this agreement required to assess the Parties to finance the entire operation of the Authority in the manner set forth in this Agreement.

No action in eminent domain to acquire property or interests therein within any incorporated city or any county shall be commenced unless the legislative body of the affected city or county has consented to such acquisition by resolution.

B. Board of Directors

The Board of Directors, as the governing and administrative body of the Authority, shall formulate and set policy, and shall exercise the powers set forth in Section 4 of this agreement to accomplish its purpose. The Board is responsible for development of an animal services facility, and for the leasing of a facility and/or acquisition of equipment, personnel staffing and full time maintenance and operations of a facility. The Board will select the Authority General Manager, Controller, and Attorney.

Section 5. Facility The Authority is empowered to purchase, lease or otherwise obtain the use of an existing facility or build a new facility for the purposes of locating and establishing the

animal services operation. The services facility may include at least the following: (1) customer service area; (2) supervisors and management administrative offices, including General Manager, clerical, computer resource and reception office space; (3) radio equipment; (4) storage for inventory and supplies and records; and (5) containment facilities and exercise areas for animals.

The Authority will determine what animal control and care equipment is necessary to operate the facility. The Board of Directors will determine what locally owned equipment will be provided to the Authority. Any Board member, whose equipment is used by the Authority, will be given a credit to the assessment against the Board member's share of the gross equipment costs.

Section 6. Fiscal Year and Annual Budget/Financing

A. Fiscal Year

The Authority's fiscal year shall be the twelve month period commencing each July 1, except if the effective date of this Agreement is other than July 1, the first fiscal year shall be the short year commencing the effective date and ending the following June 30.

B. Annual Budget

1. The Authority shall operate only under an approved fiscal year budget. The Authority may not operate at a deficit. The Parties shall pay for the entire operation of the Authority.

2. For Fiscal Year 2002-03 the assessment shall be as follows:

County	\$1,067,981
Santa Cruz	\$ 356,335
Scotts Valley	\$ 60,973
Capitola	\$ 28,436
UCSC	\$ 4,000

3. For Fiscal Year 2003-04 and thereafter, the Authority's Board of Directors shall use a formula for distributing costs for Animal Services which shall consider actual population and workload statistics, including the number of animal received at the shelter for the shelter portion of each year's budget, and the number of field contacts made for the patrol portion of each year's budget, with the exception of Capitola, whose costs for licensing services shall be calculated on population alone, and the University of California, Santa Cruz, whose contribution shall be set at \$4,000 for 2002-03, and whose share shall be adjusted after consideration of services provided during Fiscal Year 2001-02. A formula to equitably distribute costs shall be developed by the Board of Directors on or before February 1, 2003 and shall required the unanimous approval of the Board of Directors. Once developed, the formula shall be reviewed every three (3) years. Modification shall require the unanimous approval of the Board of Directors.

Revenue shall accrue to the Authority from: fines and impound fees, spay and neuter fees, adoption fees, boarding fees, and other fees taken in for operations,

and shall be credited to the Parties share based on the proportionate share of the total costs, with the exception of license fees, which shall accrue to each of the participants based on the residence of the licensing party.

4. Each annual operating budget shall include a reserve contingency equal to at least four (4) percent of otherwise budgeted and approved expenditures. Money may be expended from this reserve only with the expressed approval of the Board of Directors. The reserve shall lapse at the end of each fiscal year, with all excess funds reverting back to the Parties in proportion to their assigned contributions.
5. All other budget matters shall be decided by a vote of a simple majority of the Board of Directors.

C. Budget Elements

The Board of Directors, in adopting an annual budget, thereby fixes the assessment against the Parties which is binding thereon. The budget policy shall include, but is not limited to, the following components:

1. Operation and Maintenance Expenses

The costs of operating and maintaining a facility for animal control and care services shall include, but is not limited to, personnel salaries and benefits, office and computer supplies and other consumables, payments to lease a facility, and replacement necessary to repair facility equipment due to normal wear and tear from ordinary usage.

2. Capital Expenditures

Capital expenditures shall include the costs of original lease or purchase of animal control and care facilities, of animal containment equipment, computer equipment, hardware, software and other fixed asset type items typically having a useful life of more than one (1) year, including equipment improvements and additions, as opposed to replacement parts for ordinary maintenance during the useful life of the capital items. All costs associated with such purchase, such as installation, shall be capitalized. Replacement of equipment at the end of its useful life shall be a capital item.

Capital expenditures shall be shared by the Parties in conformance with the cost formula as established under Section B. 3. of this Agreement, except capital expenditures which are incurred for and are unique to a minority of the Parties, in which case such minority share the expense equally.

D. Assessments

Upon adoption of the fiscal year budget by the Board of Directors, and the forwarding thereof to the governing bodies of the Parties by the Board Secretary, unless, otherwise specified by order of the Board of Directors, the assessments fixed therein are automatically due and payable without further notice as follows:

July 1:	40 % of total assessment
October 15:	30 % of total assessment
January 15:	20 % of total assessment
April 15:	10 % of total assessment

The Board of Directors may set a different payment schedule to accommodate the capital items, if sufficient monies would not otherwise be on hand for such purchases.

If an assessment is not paid in full within seventy five (75) calendar days following any scheduled due date, the Party shall be in default and subject to termination in accordance with Section 9 of this Agreement.

E. Budget Authority for General Manager

The General Manager for the Authority has the authority to fully implement the approved budget. However, the General Manager may not exceed the personnel staffing authorized in the budget, either in number, position classification or salary. In addition, the General Manager may not alter the capital budget, utilize the reserve contingency or increase the total amount of the approved expenditure budget without the prior approval of the Board of Directors.

The General Manager may recommend expenditures for approval separate from the budget process, in which case the approval of the Board of Directors is required prior to any actual expenditure. The General Manager may also seek authorization from the Board of Directors for budgetary transfers or adjustments as necessary.

Section 7. Personnel

A. General Manager

The General Manager is authorized to act on the behalf of the Board of Directors in all matters of personnel administration, given the positions and funding authorized by the Board of Directors in the Authority's annual budget. This includes, but is not limited to, hiring, supervisory direction, performance evaluations, disciplinary actions and terminations.

B. Supervisory and Operations Positions

The Authority may employ supervisory and operations staff as deemed necessary. All positions must be Board authorized and funded in the Authority's annual budget.

The Authority may utilize the service of a personnel director of any of the Parties to create any needed class specifications or address other personnel matters.

The General Manager shall first offer the opportunity of employment to qualified incumbents employed by the Santa Cruz SPCA as of the effective date of this Agreement. In order to be offered employment by the Authority, the qualified incumbent must successfully complete all applicable personnel requirements that are specified by the Authority, including but not limited to passing a standard physical examination, and in

the case of Public Officers, passing a background check. Incumbents would become provisional employees of one of the member Public Agencies until such time as the Authority is able to hire its own employees, and shall be subject to the personnel policies and procedures of the Authority, including, but not limited to the rules regarding probation.

It is recognized that volunteer support of and participation in animal services is an important and necessary component of all of the programs which shall be developed by the Authority. The Authority's General Manager and Board of Directors will work to develop and coordinate a comprehensive network of volunteers from the community, whose participation shall be encouraged in, and is not limited to the following activities: nurturing and care of shelter animals; foster care of animals at off and on-site locations; adoption outreach; assistance to client and animal care employees, to improve the treatment and care of animals and services to the public; grooming of animals; offering companionship and recreation to shelter animals; and all other programs and activities that the Authority shall undertake.

C. Labor Organization

The Authority recognizes and agrees to comply with provisions of the National Labor Relations Act and other applicable labor laws, with includes, but is not limited to, guaranteeing workers the right to form or select any labor organization to act as the worker's exclusive bargaining representative for the purpose of collective bargaining with the Authority. To the extent required by the National Labor Relations Act, the Authority shall maintain a position of neutrality on all lawful efforts to unionize Authority employees. The Authority shall not undertake unlawful efforts to support or oppose any selection by such employees of a collective bargaining agent or any particular union.

Section 8. Term of Agreement This Agreement shall become effective as of the date hereof and shall be binding upon all Parties hereto and shall thereafter continue in full force and effect until such time as the Parties agree to modify or terminate the Agreement, in the manner set forth in Section 9.

Section 9. Termination, Withdrawal

A. Termination

Each Party shall remain a Party to this Agreement and share in the costs of start up and operation of the facility, until the Board of Directors, with the concurrence of each participants' governing body, dissolves the Authority. If, in the interim, a Party defaults on payment of any assessment as defined in Section 6, or otherwise breaches this agreement, such Party may be automatically terminated as a Party to this Agreement. The terminated Board member remains liable for the defaulted payment and late charges for the balance of the year's assessment, and for assessments for years remaining in the term of agreed participation. Such subsequent assessments will be determined as if the terminated Party were still a Party to the agreement; the assessment will be due and payable in full on the first day of the fiscal year for which it is levied.

B. Withdrawal

A Board member may withdraw as a Party to this agreement without penalty commencing on the first month of the fifth fiscal year following the date of this Agreement/or on any last day of the fiscal year thereafter, with one hundred fifty (150) work days prior notice to the Authority. Such withdrawing Party shall perform all obligations under this agreement until the noticed date of withdrawal.

C. Legal Redress

The Authority retains the right to seek legal redress, if necessary, to obtain payment on amounts due. A terminated Board member which withdraws forfeits any claim to any assets of the Authority.

Section 10. Dissolution After the close of the fifth fiscal year following the date of this Agreement, the Agreement shall terminate and the Authority thereby dissolve only if the Parties unanimously agree to terminate the Agreement. Dissolution shall only be effective upon the last day of the fiscal year, but shall in no event be effective until the requirements of Section 11 are met.

Section 11. Disposition of Assets

A. Process

This Agreement may not be terminated or disposition of assets made to the Parties to the Agreement until the Authority reasonably exhausts all means of collecting any monies due the Authority, and identifies and satisfies all obligations and liabilities of the Authority. The Board of Directors must formally accept a final accounting prepared by the Controller before any final disposition of net assets may be made and termination of the Agreement consummated.

B. Asset Ownership

If the cause for termination was reduction of the number of Parties to the agreement to less than three (3), or by mutual agreement, the total dollar amount of the net assets shall be apportioned among such Parties according to the relative assessments paid by those Parties during the previous five (5) year term of the Agreement.

C. Debt Obligation

If the Authority issues debt, each Party at the time of the issuance is responsible for their share of the annual debt service payment regardless whether they have withdrawn as a member Party.

Section 12. Amendment to Agreement The Agreement may be amended only by a unanimous vote of the Parties of the Agreement. Any proposed amendment shall be formally directed to the Board of Directors. The Board of Directors shall then review the proposed amendment and forward the proposed amendment with its own recommendation to the governing body of each party to the agreement. The proposal shall be accompanied by a copy of the proposed

amendments to the agreement, which shall be adopted, properly executed and returned to the Board of Directors if the Party concurs with the amendment. The Secretary shall notify each Party of the resultant action.

Section 13. Additional Parties to Agreement

Parties, as defined in the Act, which are not Parties in this Agreement, may become Parties hereto only by amendment to this agreement as defined in Section 12 and subject to the following terms and conditions:

- A. The existing Board of Directors shall determine a buy-in fee for long term fixed asset (capital expenditures) and associated debt owned by the Authority at the time of the time of the buy-in.
- B. The effective date of the amendment to this Agreement and inclusion as an additional Party shall only occur on the first day of the fiscal year. Such public agencies which become Parties hereto shall be entitled to all rights and obligations of the Authority and shall become Board members as defined in this agreement.

Section 14. Severability Should any part, term, portion or provision of this Agreement, or the application thereof to any person or circumstances, be in conflict with any State or Federal law, or otherwise be rendered unenforceable or ineffectual, the validity of the remaining parts, terms, portions or provisions, or the application thereof to other persons or circumstances, shall be deemed severable and shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to continue to constitute the Agreement that the Parties intended to enter into in the first instance.

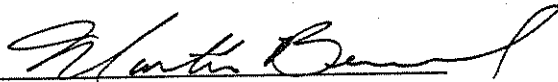
Section 15. Successors This Agreement shall be binding upon and shall inure to the benefit of the successors of the Parties hereto.

Section 16. Notice of Creation A notice of the creation of the Authority by this Agreement shall be filed by the Authority with the Secretary of State, pursuant to Section 6503.5 of the Act.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by their proper officers there unto duly authorized, and their official seals to be hereto affixed, as of the day and year first above written.

CITY OF SANTA CRUZ

CITY OF CAPITOLA

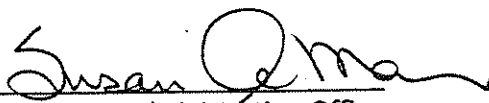
By: 
for City Manager

By _____
City Manager

CITY OF SCOTTS VALLEY

COUNTY OF SANTA CRUZ

By: 
City Manager

By: 
County Administrative Officer

Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)

Approved as to form:

By: _____
Santa Cruz City Attorney

Approved as to form:

By: _____
Scotts Valley City Attorney

Insurances reviewed/approved

By _____
County Risk Manager

Approved as to form:

By _____
Capitola City Attorney

Approved as to form:

By Maria Costa
County Counsel

**BEFORE THE BOARD OF DIRECTORS
OF THE SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY
COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

RESOLUTION NO. 02-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SANTA CRUZ COUNTY ANIMAL SERVICES AUTHORITY
APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION
AND DELIVERY OF A FIFTH AMENDED AND RESTATED JOINT POWERS
AGREEMENT**

WHEREAS, the Santa Cruz County Animal Services Authority, an Authority duly organized and existing under and by virtue of the laws of the State of California (the "Animal Services Authority"), has entered into that certain Fourth Amended Joint Powers Agreement (the "Original Agreement"), relating to the Special District Risk Management Authority (the "Authority"); and

WHEREAS, the "Animal Services Authority" and the other members of the "Authority" (the "Members") now desire to amend and restate the Original Agreement (i) to restate the purpose and powers of the "Authority" to allow consolidation with the Special District Workers Compensation Authority ("SDWCA"), and (ii) to make certain other amendments to the Original Agreement; and

WHEREAS, in order to implement the foregoing, the "Animal Services Authority" and the "Members" propose to execute and enter into a Fifth Amended and Restated Joint Powers Agreement (the "Amended JPA Agreement"); and

WHEREAS, the "Animal Services Authority" acknowledges receipt of the proposed amendments to the Bylaws of the "Authority" (the "Amended Bylaws"); and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the "Animal Services Authority" is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ANIMAL SERVICES AUTHORITY AS FOLLOWS:

Section 1. Findings. The Board hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the "Animal Services Authority".

Section 2. Amended JPA Agreement. The "Amended JPA Agreement", proposed to be executed and entered into by and between the "Animal Services Authority" and the "Members", in the form presented at this meeting and on file with the "Animal Services Authority" Secretary, is hereby approved. The Chairperson, Susan A. Mauriello, ("The Authorized Officers") are hereby authorized and directed, for and in the name and on behalf of the "Animal Services Authority" to execute and deliver to the "Authority" the "Amended JPA Agreement" in substantially said form, with such changes therein as such officers may require or approve, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 3. Amended Bylaws. The "Animal Services Authority" hereby consents to the approval by the Board of Directors of the "Authority" of the "Amended Bylaws", in substantially the form presented to the "Animal Services Authority", with such changes as may be approved by the Board of Directors of the "Authority".

Section 4. Other Actions. The "Authorized Officers" of the "Animal Services Authority" are each hereby authorized and directed to execute and delivery any and all documents which they may deem necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 5. Effective date. This resolution shall take effect immediately upon its passage.


PASSED AND ADOPTED this 9th day of January, 2003 by the following vote:

AYES: R. Hill, S. Mauriello, G. Knutson, M. Tracy, M. Bernal, H. Skerry, C. Comstock

NOES: 0

ABSENT: 0

ABSTAIN: 0



SUSAN A. MAURIELLO
CHAIRPERSON

Approved as to Form:



MARIE COSTA
COUNTY COUNSEL


Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)


**AMENDMENT TO THE
JOINT POWERS AGREEMENT
BY AND AMONG THE CITIES OF CAPITOLA, SANTA CRUZ AND SCOTTS VALLEY
AND THE COUNTY OF SANTA CRUZ**

WHEREAS, the Parties to the Joint Powers Agreement enacted on June 18, 2002 by and among the Cities of Capitola, Santa Cruz, and Scotts Valley, and the County of Santa Cruz desire to accomplish the purpose of jointly exercising their common powers in the manner set forth in said agreement.

NOW, THEREFORE, the Parties, for and consideration of the mutual benefits to be derived, and the mutual covenants contained in said Joint Powers Agreement, have agreed at the Board of Directors meeting on July 16, 2002 as follows:

- 1) That the City of Capitola shall be a Party to this Agreement for the period of July 1, 2002 through June 30, 2003; and
- 2) That the designated representative of the City of Capitola to the Board of Directors of the Animal Services Authority shall inform said Board of Directors on or before April 15, 2003 of City's intention to participate for the remaining term of said Joint Powers Agreement.
- 3) That all provisions of said Agreement shall remain the same and shall apply to the City of Capitola.


 By: Susan A. Mauriello, Chair
 Santa Cruz County Animal Services Authority


 By: Richard Hill, City Manager
 City of Capitola

APPROVED AS TO FORM:


 County Counsel

Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)

**AMENDMENT TO THE
JOINT POWERS AGREEMENT
BY AND AMONG THE CITIES OF CAPITOLA, SANTA CRUZ AND SCOTTS VALLEY
AND THE COUNTY OF SANTA CRUZ**

WHEREAS, the Parties to the Joint powers Agreement enacted on June 18, 2002 by and among the Cities of Capitola, Santa Cruz, and Scotts Valley, and the County of Santa Cruz desire to accomplish the purpose of jointly exercising their common powers in the manner set forth in said Agreement; and

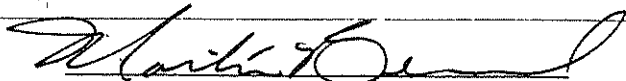
WHEREAS, the City of Watsonville wishes to become a Party to the Joint Powers Agreement, and to therefore, receive services commensurate with the other members of the Authority.

NOW, THEREFORE, the Parties for an consideration of the mutual benefits to be derived, and the mutual covenants contained in said Joint Powers Agreement, have agreed at the Board of Directors meeting on September 2, 2004, as follows:

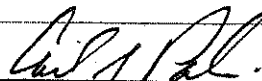
1. That the City of Watsonville become a Party to the Agreement and therefore receive services commensurate with the other members of the Authority as of November 15, 2004 through June 30, 2005;
2. That Section 3 A. (Governance, Board of Directors) be amended to add two members representing the Watsonville City Council to include the City Manager or his/her designate, and the Police Chief or his/her designate.
3. That Section 5 (Facility) be amended to include the following :
 - a. The ASA shall lease the Watsonville Shelter facility for \$1.00 for the period through June 30, 2005.
 - b. The City shall maintain ownership of the Watsonville Shelter facility and will provide facility maintenance and repairs beyond routine cleaning and maintenance, as well as any major landscaping beyond routine care and maintenance.
 - c. In setting the annual assessment for the City of Watsonville, the City has been granted credit for the use of the facility by the City and other ASA members; and
 - d. The City of Watsonville's annual assessment recognizes the incidental benefits, rather than the proportional benefits, derived from its use of the Scotts Valley and Seventh Avenue Shelter sites, which are facilities leased by the ASA.
4. That Section 6 D. (Assessments) shall provide for the City of Watsonville to pay a pro-rated amount for the first year in the amount of \$217,918 for services November 15, 2004 through June 30, 2005, payable at the same terms of the other Parties. Thereafter, shares and assessments shall be set in accordance with the annual budget process as adopted by the Board of Directors. In addition, pursuant to Section 6 A. (3) revenue shall accrue to the Authority from fines and impound fees, spay and neuter fees, adoption fees, boarding fees, license fees, and other fees taken in for operations and shall be credited against expenses incurred on behalf of the Parties. The City agrees to pay a pro-rated amount of annual fees which are collected during the period

July 1, 2004 through November 15, 2004. The City warrants that the amount collected for fiscal year 2003-04 was \$52,503.50.

- 5. That the City of Watsonville authorizes the ASA to use the Authority's Fee Schedule which was adopted by the County of Santa Cruz, and the cities of Scotts Valley, Capitola, and Santa Cruz for animal control and care services.
- 6. That all provisions of said Agreement shall remain the same and shall apply to the City of Watsonville.



By: Martin Bernal, Chair
Santa Cruz County Animal Services Authority



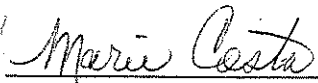
By: Carlos Palacios
City of Watsonville

Date: 10-7-04

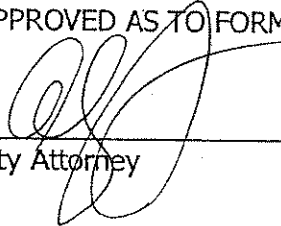
Date: 9/20/07

APPROVED AS TO FORM:

APPROVED AS TO FORM:



Assistant County Counsel



City Attorney

Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)

EXHIBIT "A"

**AMENDMENT TO THE JOINT POWERS AGREEMENT
BY AND AMONG THE CITIES OF SANTA CRUZ AND SCOTTS VALLEY
AND THE COUNTY OF SANTA CRUZ**

WHEREAS, the Parties to the Joint Powers Agreement enacted on June 18, 2002 by and among the Cities of Santa Cruz and Scotts Valley and the County of Santa Cruz desire to accomplish the purpose of jointly exercising their common powers in the manner set forth in said Agreement; and

WHEREAS, the City of Watsonville seeks to continue its term as a Party to the Joint Powers Agreement consistent with the existing Parties, and therefore, receive services commensurate with the other members of the Authority.

NOW, THEREFORE, the Parties for and consideration of the mutual benefits to be derived, and the mutual covenants contained in said Joint Powers Agreement, have agreed at the Board of Directors of Directors meeting on August 20, 2007, as follows:

1. That the City of Watsonville continue as a Party to the Agreement and therefore continue to receive services commensurate with the other members of the Authority. This Amendment continues the term commencing on November 15, 2004, and shall be binding on all Parties hereto and shall thereafter continue in full force and effect until such time as the Parties agree to modify or terminate the Agreement, in the manner set forth in Section 8, entitled "Term of Agreement," of the Joint Powers Agreement enacted on June 18, 2002, referenced above;
2. That Section 3A. (Governance, Board of Directors) be amended to add two members representing the Watsonville City Council to include the City Manager or his/her designate, and the Police Chief or his/her designate.
3. That Section 5 (Facility) be amended to include the following:

- a. The ASA shall lease the Watsonville Shelter facility for \$1.00 for the period of this contract through June 30, 2008.
- b. The City shall maintain ownership of the Watsonville Shelter facility and will provide facility maintenance and repairs beyond routine cleaning and maintenance, as well as the routine care and maintenance of the landscaping and irrigation system. The heating and air conditioning systems shall be maintained by the City.
- c. In setting the annual assessment for the City of Watsonville, the City has been granted credit for the use of the facility by the City and other ASA members; and
- d. The City of Watsonville's annual assessment recognizes the incidental benefits, rather than the proportional benefits, derived from its use of the Scotts Valley and Seventh Avenue Shelter sites, which are facilities leased by the ASA.

4. That Section 6 D. (Assessments) shall provide for the City of Watsonville to pay a pro-rated amount for services from November 15, 2004, until such time as the Parties agree to modify or terminate the Agreement, in the manner set forth in Section 8, entitled "Term of Agreement," of the Joint Powers Agreement enacted on June 18, 2002, payable at the same terms of the other Parties. Thereafter, shares and assessments shall be set in accordance with the annual budget process as adopted by the Board of Directors. In addition, pursuant to Section 6 A. (3) revenue shall accrue to the Authority from fines and impound fees, adoption fees, boarding fees, license fees, and other fees taken in for operations and shall be credited against expenses incurred on behalf of the Parties.

5. That the City of Watsonville authorizes the ASA to use the Authority's Fee Schedule which was adopted by the County of Santa Cruz, and the Cities of Scotts Valley and Santa Cruz for animal control care services.

6. That all other provisions of said Agreement shall remain the same and apply to the City of Watsonville.

Howard Skerry
By: Howard Skerry, Chair
Santa Cruz County Animal Services Authority

Dated: 10-1-07

Approved as to Form:
Marie Costa
Assistant County Counsel

Carlos Palacios
By: Carlos Palacios
City of Watsonville

Dated: 10/30/07

Approved as to Form:
[Signature]
City of Watsonville Attorney

ATTEST:

Lorraine Washnig
CITY CLERK

Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)

**AMENDMENT TO THE
JOINT POWERS AGREEMENT
BY AND AMONG THE CITIES OF CAPITOLA, SANTA CRUZ AND SCOTTS VALLEY
AND THE COUNTY OF SANTA CRUZ**

WHEREAS, the Parties to the Joint powers Agreement enacted on June 18, 2002 by and among the Cities of Capitola, Santa Cruz, and Scotts Valley, and the County of Santa Cruz desire to accomplish the purpose of jointly exercising their common powers in the manner set forth in said Agreement; and

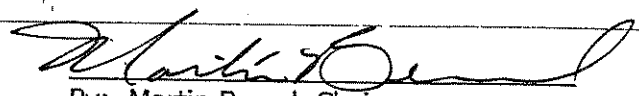
WHEREAS, the City of Watsonville wishes to become a Party to the Joint Powers Agreement, and to therefore, receive services commensurate with the other members of the Authority.

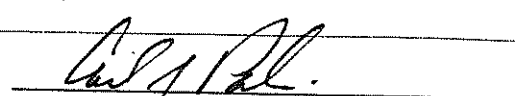
NOW, THEREFORE, the Parties for an consideration of the mutual benefits to be derived, and the mutual covenants contained in said Joint Powers Agreement, have agreed at the Board of Directors meeting on September 2, 2004, as follows:

1. That the City of Watsonville become a Party to the Agreement and therefore receive services commensurate with the other members of the Authority as of November 15, 2004 through June 30, 2005;
2. That Section 3 A. (Governance, Board of Directors) be amended to add two members representing the Watsonville City Council to include the City Manager or his/her designate, and the Police Chief or his/her designate.
3. That Section 5 (Facility) be amended to include the following :
 - a. The ASA shall lease the Watsonville Shelter facility for \$1.00 for the period through June 30, 2005.
 - b. The City shall maintain ownership of the Watsonville Shelter facility and will provide facility maintenance and repairs beyond routine cleaning and maintenance, as well as any major landscaping beyond routine care and maintenance.
 - c. In setting the annual assessment for the City of Watsonville, the City has been granted credit for the use of the facility by the City and other ASA members; and
 - d. The City of Watsonville's annual assessment recognizes the incidental benefits, rather than the proportional benefits, derived from its use of the Scotts Valley and Seventh Avenue Shelter sites, which are facilities leased by the ASA.
4. That Section 6 D. (Assessments) shall provide for the City of Watsonville to pay a pro-rated amount for the first year in the amount of \$217,918 for services November 15, 2004 through June 30, 2005, payable at the same terms of the other Parties. Thereafter, shares and assessments shall be set in accordance with the annual budget process as adopted by the Board of Directors. In addition, pursuant to Section 6 A. (3) revenue shall accrue to the Authority from fines and impound fees, spay and neuter fees, adoption fees, boarding fees, license fees, and other fees taken in for operations and shall be credited against expenses incurred on behalf of the Parties. The City agrees to pay a pro-rated amount of annual fees which are collected during the period

July 1, 2004 through November 15, 2004. The City warrants that the amount collected for fiscal year 2003-04 was \$52,503.50.

- 5. That the City of Watsonville authorizes the ASA to use the Authority's Fee Schedule which was adopted by the County of Santa Cruz, and the cities of Scotts Valley, Capitola, and Santa Cruz for animal control and care services.
- 6. That all provisions of said Agreement shall remain the same and shall apply to the City of Watsonville.


 By: Martin Bernal, Chair
 Santa Cruz County Animal Services Authority


 By: Carlos Palacios
 City of Watsonville

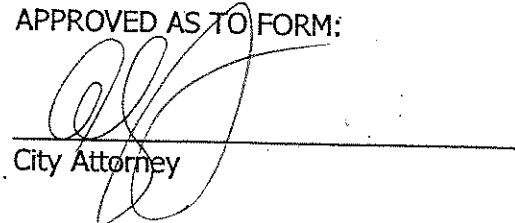
Date: 10-7-04

Date: 9/29/07

APPROVED AS TO FORM:

APPROVED AS TO FORM:


 Assistant County Counsel


 City Attorney

Attachment: Animal Services JPA Agreement (1850 : Animal Service Agreement)

EXHIBIT "A"



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Public Works Department

SUBJECT: Approve Design Costs for Capitola Branch Library

RECOMMENDED ACTION: Authorize an adjustment to the design contract for the Capitola Branch Library with Noll and Tam Architects in the amount of \$533,000 for: increased architectural costs; sub-consultant fees for such services as engineering and landscape architecture; and supplemental services such as furniture design and stormwater design, but not increasing the overall project budget.

BACKGROUND: On November 10, 2016, the City Council appointed the architectural firm of Noll and Tam as the designer for the new Capitola Branch Library with an initial contract amount of \$800,000. The amount of this contract did not include all the required sub-consultants and was based on 2011 construction estimate of \$7.5 million and a total project cost of \$10.6 million. On January 26, 2017, the council considered an item that reviewed the projected project costs based on 2017 costs. At this meeting the Council approved increasing the project budget to \$13 million, which included a revised construction budget of \$9.5 million. The revised architectural fees including the all sub-consultants and supplemental services will be \$1,333,864. A breakdown of the costs is included as Attachment 1.

DISCUSSION: Typical architectural contracts are based on a percentage of the construction costs. The fees shown in Attachment 1 were included in the revised total project costs presented at the January 26, 2017, meeting. Approval of this contract amendment will not increase the approved project budget, which remains at \$13 million, including a \$1 million contingency.

Noll and Tam has completed the schematic design of the new library and are currently working on the detailed design development phase. To date \$137,450 has been spent on the design effort. The design development phase will cost \$350,000 with the construction document preparation and services through construction costing \$826,000.

The projected schedule still has permit approval scheduled for November and construction beginning in the summer of 2018.

FISCAL IMPACT: The architectural fees are paid from the Library project fund. This next fiscal year that fund will include \$8 million in Measure S funds and \$2.6 million in Successor Agency funds, plus additional City and donation funding.

Library Design Cost Approval
May 11, 2017

ATTACHMENTS:

1. Architectural Fee Breakdown

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Capitola Library

Capitola, CA
 April 2, 2017

		SCHEMATIC DESIGN	DESIGN DEVELOPMENT	CONSTRUCTION DOCUMENTS	BIDDING AND NEGOTIATION	CONSTRUCTION ADMINISTRATION	TOTALS
Basic Service	Consultant						
Architectural Services	Noll & Tam	\$81,000	\$160,000	\$230,000	\$25,000	\$150,000	\$646,000
Structural Engineering	Mar	\$11,000	\$20,900	\$42,900	\$0	\$20,900	\$95,700
Mechanical/Plumbing Engineering	Glumac	\$11,000	\$16,368	\$31,999	\$0	\$8,558	\$67,925
Electrical Engineering	Glumac	\$5,500	\$14,652	\$24,431	\$0	\$8,712	\$53,295
Building Energy Modeling / T24	Glumac	\$0	\$15,840	\$7,392	\$0	\$1,408	\$24,640
Landscape Architect	JJLA	\$8,800	\$14,850	\$23,100	\$1,650	\$5,500	\$53,900
Civil Engineering	BKF	\$5,500	\$9,900	\$29,700	\$1,100	\$11,550	\$57,750
Cost Estimating	TBD Cost	\$7,150	\$10,450	\$11,000	\$0	\$0	\$28,600
Code Graphics & Signage	MWD	\$0	\$2,860	\$3,520	\$0	\$1,320	\$7,700
Specifications	Rich Hubble	\$0	\$13,200	\$19,800	\$0	\$0	\$33,000
Reimbursable Expenses		\$2,500	\$0	\$0	\$0	\$0	\$2,500
Subtotal Basic Services		\$132,450	\$279,020	\$423,842	\$27,750	\$207,948	\$1,071,010
Supplemental Services	Consultant						
Lighting	Miniscule	\$0	\$13,200	\$3,300	\$0	\$3,300	\$19,800
SWPPP/Storm/Water/Clare St.	BKF	\$0	\$0	\$22,000	\$0	\$3,300	\$25,300
Interiors / FF&E	Noll & Tam	\$5,000	\$18,000	\$35,000	\$0	\$15,000	\$73,000
Tel/Security/AV-Infrastructure	Glumac	\$0	\$6,655	\$16,423	\$0	\$3,630	\$26,708
Fundamental Commissioning	Glumac	\$0	\$3,993	\$6,353	\$0	\$12,672	\$23,018
Enhanced Commissioning	Glumac	\$0	\$0	\$4,719	\$0	\$2,541	\$7,260
Daylight Modeling and Design	Glumac	\$0	\$5,914	\$2,534	\$0	\$0	\$8,448
Procure Utility Incentives	Glumac	\$0	\$2,816	\$2,112	\$0	\$2,112	\$7,040
Waterproofing/Curtainwall	TBD - Allowance	\$0	\$8,800	\$13,200	\$0	\$0	\$22,000
Enhanced Graphics	MWD	\$0	\$7,370	\$10,230	\$0	\$4,400	\$22,000
Enhanced Graphics	Noll & Tam	\$0	\$1,000	\$2,000	\$0	\$0	\$3,000
Acoustics	Walsh Norris	\$0	\$3,520	\$1,760	\$0	\$0	\$5,280
Subtotal Supplemental Services		\$5,000	\$71,268	\$119,631	\$0	\$46,955	\$242,854
Subtotal All Services		\$137,450	\$350,288	\$543,473	\$27,750	\$254,903	\$1,313,864
Reimbursable Expense Allowance		\$0	\$5,000	\$5,000	\$0	\$10,000	\$20,000
Total Proposed Fee							\$1,333,864

Attachment: Architectural Fee Breakdown (1843 : Library Design Cost Approval)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Finance Department

SUBJECT: Fee Schedule for Fiscal Year 2017/18

RECOMMENDED ACTION: Conduct the noticed public hearing on the proposed City Fee Schedule for Fiscal Year 2017/2018 and adopt the proposed Resolution repealing Resolution No. 4054 and adopting the new fee schedule.

BACKGROUND: Part of the annual budget process is a review of the City's Fee Schedule. The current fee schedule is based on the comprehensive fee study adopted on November 24, 2015. The fee study was conducted to ensure that our fee levels were compliant with state law. One of the recommendations from our consultant, Matrix Consulting Group, was that the City review the fee schedule on a yearly basis and implement a Consumer Price Index (CPI) adjustment.

State law requires the City to conduct a public hearing where testimony can be taken before any fees are added or existing fees are altered. Staff is recommending a few changes in the 2017/18 Fee Schedule including a 3.1 percent CPI adjustment, and adding a few fees that were adopted by the City Council during the year under separate resolutions.

DISCUSSION:

Miscellaneous Fees: Miscellaneous Fees include the CPI adjustment and the addition of the fee to produce Video Tapes, Flash Drives, and CD/DVD production. The fee has been charged by the Police Department and staff is recommending that it also reflected under Miscellaneous Fees for ease of customer use.

Parks and Recreation Fees: Staff is recommending no changes to the Parks and Recreation Fee Schedule outside of the changes approved to Junior Guards to increase non-resident fees.

Police Department Fees: Police Department fees include a 3.1 percent inflationary adjustment.

Animal Service Fees: Animal Service fees are adopted by Santa Cruz County and this Resolution adopts the fee schedule it has in place.

Historical Museum Fees: The Historical Museum fees include a 3.1 percent inflationary adjustment.

Building Fees: Building fees have been updated to include the inflationary adjustment. The Fee Schedule also reflects the "building permit reinstatement fee" that has been charged under old

Adopt FY 2017-18 Fee Schedule
May 11, 2017

resolutions but never reflected on the fee schedule.

Planning Fees: Planning fees have been updated to include the inflationary adjustment and the addition of the \$250 code compliance "confiscated property recovery fee" approved through separate resolution as part of the Village Sign Enforcement program.

Public Works Fees: The Public Works fees have been updated to include the inflationary adjustment and the cost of the "blue curb program" adopted by separate resolution during the current fiscal year.


FISCAL IMPACT: The fiscal impact from the fee updates offset the increased cost to provide the services to the community. The Fiscal Year 2017/18 Budget includes the increased fee level. The proposed fee schedule will become effective July 1, 2017.

ATTACHMENTS:

1. Exhibit A: 2017-18 Fee Schedule (PDF)
2. Exhibit B: Animal Service Fees (PDF)
3. Fee Schedule Comparison (PDF)

Report Prepared By: Mark Welch
Finance Director

Reviewed and Forwarded by:



Jamie Goldstein, City Manager

5/4/2017

Adopt FY 2017-18 Fee Schedule
May 11, 2017

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA REPEALING
RESOLUTION NO. 4054 AND ADOPTING THE CITY'S FEE SCHEDULE FOR
FISCAL YEAR 2017/2018**

WHEREAS, the Government Code of the State of California, Section 66018 requires local agencies to notice and hold at least one open and public meeting prior to levying a new fee or increasing an existing fee; and

WHEREAS, the City Council of the City of Capitola has held a duly noticed public hearing on May 11, 2017, to consider increases to existing fees charged for various City services; and

WHEREAS, this fee schedule sets forth the City's cost recovery fee programs, which includes minimum deposits against which staff costs, adjusted for overhead, are assessed; and

WHEREAS, the City Council adopted Resolution No. 3285 on May 22, 2003, stating that all flat fees, with the exception of those established by law, shall be adjusted annually by the Consumer Price Index (CPI) for the San Francisco, Oakland, San Jose area, which was 3.1 percent for 2017; and

WHEREAS, the City of Capitola will analyze the fee schedule on a yearly basis to ensure hour estimates and staff costs are reasonable; and

WHEREAS, the fee schedule has been updated as described in Exhibit A; and

WHEREAS, the City of Capitola has made available to the public the required data pursuant to Government Code Section 66018 for at least ten days prior to adoption of a revised fee schedule.

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

- Repeal Resolution 4054; and
- Adopt the City of Capitola Fee Schedule pursuant to the changes in Exhibit A attached hereto to become effective on July 1, 2017; and
- Adopt the Animal Services Fees identified in Exhibit B attached hereto to become effective on July 1, 2017.

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 11th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Adopt FY 2017-18 Fee Schedule
May 11, 2017

Stephanie Harlan, Mayor

ATTEST:

Linda Fridy, City Clerk

Description	2017/18 Fee Schedule
MISCELLANEOUS FEES	
Administrative Decision Appeal Fee	\$500
Bingo Permit	\$60
Capitola Municipal Code	\$632
Capitola Municipal Code Supplement Service (Per year)	\$190
Copies:	
1 – 5 copies	\$0
6 or more copies (Per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
DVD's	
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$50 1st Hour (Minimum) + \$25 / hour
Entertainment Permit Application Fee	\$37
Single Event Permit	\$37
Minor Entertainment Permit	\$155
Regular Entertainment Permit	\$579
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$22
Returned Check Fee	\$37
Business License Overpayment Refund Fee (resolution 3532, ord 871)	0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$37
Business License - Disability Access and Education Fee (State)	\$0
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$33
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$211
Bandstand Rental Fee	\$215 / 4 hrs or \$645 all day / deposit \$1,500
Notary Service Fees (State Code)	0
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$10 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$10 / signature
Credit Card Transaction Fee	3%

Description	2017/18 Fee Schedule
PARKS AND RECREATION FEES	
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	Negotiated
Registration Fee - Resident (Capitola Residents Only)	\$16 per class
-Department retains this fee	
Non-Resident (Anyone residing outside of the City) in addition to Residential Registration Fee	\$14 per class
-Department retains this fee	
Senior Discount	10%
Sports	
League Fees	
Costs + 30% admin fee	
League fees will change depending upon number and type of leagues offered, number of games per league, number of officials, amount of equipment needed, field/site prep and maintenance, and whether or not playoffs & awards are offered. Fees are calculated based on direct costs + 30% admin fee.	
Junior Guards	
5 weeks resident/non resident	
4 weeks resident/non resident	
\$220/\$284	
Camp Capitola	
All day 2 week session, resident/non resident	
\$238 / \$262	
1/2 day resident/non resident	
\$135 / \$152	
All day 3 week session, resident/non resident	
\$353 / \$389	
1/2 day resident/non resident	
\$184 / \$201	
Extended Care--daily resident/non resident	
\$8.00	
Extended Care--weekly resident/non resident	
\$35	
Transportation fee to Jr. Guards (1st Session / 2nd Session)	
\$54 / \$42	
Private Tennis Lessons	
75% of Activity Fee	
Facility Rentals	
Softball & Soccer fields hourly rental; non profit youth groups/other non profit & Cap residents/all others	
\$13 / \$25 / \$33	
Jade Street Community Center	
Rooms A&B hourly rent	
\$42	
Room C hourly rent	
\$58	
Kitchen hourly rent	
\$21	
Entire Center hourly rent	
\$150	
Non profit discount of Jade Street Facility rents	
25%	
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	
\$13 / hr	
Notes: Resident include Soquel Union School District	
Costs mean staff costs adjusted for benefits, department overhead, and City overhead as calculated by the City Manager. Costs can also mean direct cost of a consultant. When consultant costs are included 21% of such costs will be charged to cover staff time for contract management. <i>Staff costs do not accrue during an appeal unless appeal is made by applicant.</i>	
Deposits are stated as minimums. Actual deposits depend on the evaluation by staff of an individual project or application. The City Manager may lower minimum deposits if the application or project justifies a lower deposit. When an application involves multiple minimum fees the highest minimum fee applies.	

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2017/18 Fee Schedule
POLICE DEPARTMENT FEES	
Special Event Permit	\$57
Amplified Sound Permit (Municipal Code 9.12.040)	\$29
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
Bicycle Licenses (New)	\$10
Bicycle Licenses (Renewal)	\$7
Citation Sign-Offs	\$0
Photographs	\$18 + administration fees
VIN verifications	\$15
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$50 1st Hour (Minimum) + \$25 / hour
Local Fire Arm dealers (set by state)	
New application	set by state
Renewal	set by state
Second Dealers License (set by state)	
Application	set by state
Renewal	set by state
Taxi Fee per application	set by state
Civil Subpoena (per case) (set by state)	set by state
Parking Permits (separate action by the Council)	
Neighborhoods per year (Resolution No. 3733)	\$25
Village Preferential Permit (Resolution No. 3733)	\$50 per year
Village Employer/Employee Permit (Resolution No. 3733)	\$50 per year
Morning Village Parking Permit (Resolution No. 3715)	\$50 per year
Concealed Weapon Permits (set by state)	
<i>Application</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
<i>Renewal</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
Firearm Surrender Fees (set by state law)	
1-5 guns	set by state
6+ guns	set by state
Vehicle Storage per day	\$25
Administrative fee to release Impounded / Stored Vehicle	\$122
Surf School Permit Fee	\$500
Animal Services Fees	
See Exhibit B "Animal Services Fees"	

Description	2017/18 Fee Schedule
BUILDING FEES	
The cost of a “combination building permit” shall be 1.5 times the amounts shown in Table 1-A. A “combination building permit” is defined as a permit for a scope of construction work regulated by two or more of the model codes. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
The cost of a “building permit” shall be the amounts shown in Table 1-A. A “building permit” is defined as a permit for a scope of construction work regulated solely by a single model code. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
TABLE 1-A	
Total Valuation	
\$1.00 to \$500.00	\$24.86
\$501.00 to \$2,000.00	\$24.86 for the first \$500.00 plus \$3.23 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$73.31 for the first \$2,000.00 plus \$14.81 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$413.94 for the first \$25,000.00 plus \$10.68 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$680.94 for the first \$50,000.00 plus \$7.40 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1050.94 for the first \$100,000.00 plus \$5.93 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,422.94 for the first \$500,000.00 plus \$5.02 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$5,932.94 for the first \$1,000,000.00 plus \$2.74 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Building Permit Reinstatement Fee	50% of the original, singular building permit fee or combo building permit fee, whichever is applicable to the permit being reinstated
Stop Work Order Fee	2x the singular building permit fee
Greywater System Permit	\$0

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2017/18 Fee Schedule
Electric Vehicle Charging Permits (<i>* Note: These fees were added to the fee schedule for FY2011-12, but will be waived per the Green Energy Incentive Program</i>)	
a. Level I (120 volts)	\$0
b. Level II (208-240 volts)	\$0
c. Level III (480 volts)	\$0
Solar P.V. System	\$0
Solar P.V. System (Commercial Sale/Distribution)	Cost
Solar Hot Water Heater	\$0
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Temporary Trailer/Mobile Home Occupancy Permit	\$50
Structural Review of Engineered Plans	cost + 21%
Outside Consultant Plan Review	cost + 21%
<u>Grading Plan Review Fees</u>	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ 24.86
101 to 1,000 cubic yards	\$ 39.14
1,001 to 10,000 cubic yards	\$ 50.78
10,001 to 100,000 cubic yards	\$50.78 for first 10,000 plus \$25.92 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$284.05 for first 100,000 plus \$14.01 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$410.16 for first 200,000 plus \$7.67 for each additional 10,000 cubic yards
<u>Grading Permit Fees</u>	
50 cubic yard or less	\$ 24.86
51 to 100 cubic yard	\$ 39.14
101 to 1,000 cubic yards	\$39.14 for first 100 plus \$18.52 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$205.82 for first 1,000 plus \$15.34 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$343.88 for first 10,000 plus \$69.82 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$972.26 for first 100,000 plus \$38.61 for each additional 10,000 cubic yards

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2017/18 Fee Schedule
PLANNING FEES	
Administration/Documents	
Continuance Request - Applicant (2+)	\$156
Staff Billing Rate	Cost
Appeals-by Applicant	Cost
Appeals- by City Officials	\$0
Appeals- by Other	\$500
Appeals - Coastal Commission	\$0
Appeals -Building/Zoning Code Violations	\$500
Records Search/Research/Special Report	Cost
Administrative Permits	
Tree Removal I- Staff -Review	\$127
Tree Removal -PC Review	\$1,058
Tree Removal -- 3 or more trees on a property	\$271
Tree Installation Deposit (Refundable)	\$500 Deposit
Commercial Sidewalk/Parking Lot Sale Permit	\$76
Tenant Use Permit (MCUP)--Staff approval	\$77
Transient Rental Occupancy Use Permit	\$529
Home Occupation Use Permit	\$159
Fence Permit- Staff approval	\$43
Fence Permit- PC approval	\$794
Sign Permits	
Temporary Signs and Banner Permits	\$38
Signs-permit - Staff Review	\$128
Signs- permit - PC Review	\$529
Master Sign Program	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$65
Design Permits	
Residential-Single Family- Staff Review	\$773
Residential-Single Family	\$2,645
Residential Multi-Family	\$3,701
Commercial	\$4,000 Deposit
Secondary Dwelling Unit- Staff Review	\$529
Secondary Dwelling Unit- PC Review	\$1,587
Use Permits	
Master Conditional Use Permit	Cost; \$3,500 min. deposit
Conditional Use Permit - Staff approval	\$1,587
Conditional Use Permit--PC approval	Cost; \$3,000 min. deposit
Temporary Use Permit	\$80
Subdivisions	
Certificate of Compliance & Lot Merger	\$529
Boundary Line Adjustment	\$845
Tentative Parcel Map	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit
Revised Map	\$2,000 Deposit
Time Extension	\$2,000 Deposit
Subdivision Modification	\$2,000 Deposit
Plan Amendments	
General Plan Amendment	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit
Other Discretionary Permits	
Variance	\$1,587
Coastal Development Permit	\$794

Description	2017/18 Fee Schedule
Coastal Permit Exclusion	\$89
Mobile home Park Change of Use or Closure	\$5,000 Deposit
Development Agreement	Cost; \$5,000 min. deposit
Specific Plan	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$529
Permit Time Extension - PC Review	\$1,587
Permit Amendment (any permit)	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit
Environmental Review	
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit
EIR Processing	Cost; + 17% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%
NEPA Compliance	Cost + 21%
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,587
Conceptual Review Fee- PC and CC	\$2,380
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance	\$250
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$222
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Inclusionary Housing	
Inclusionary Housing -Unit Sale	\$529
Inclusionary Housing -Unit Refinance	\$212
Other Fees and Assessments	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Affordable Housing In-Lieu Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4
Rental Multi-Family	\$6 per sq. ft.

NOTES:

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

Description	2017/18 Fee Schedule
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HISTORICAL MUSEUM FEES

Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$18
Scan High Resolution Tiff File of any collection item for a customer	\$22

Attachment: Exhibit A: 2017-18 Fee Schedule (1830 : Adopt FY 2017-18 Fee Schedule)

	Current 2016-17	Proposed 2017-18
Adoption Fees		
Dogs		
	Puppies 2-6 months	\$195
	Adults 7 mon-6 yrs	\$130
	Sr. Adult 6 yrs+	\$60
Cats		
	Kittens 2-12 months	\$120
	Adults 1-6 yrs	\$100
	Sr. Adult 6 yrs+	\$55
Rabbits		\$50
Rodents		\$25
Small caged birds		\$25
Exotic birds (i.e. parrots)		\$75
Small Livestock	Goats	\$75
Large Livestock	Cow	\$100
Horse		\$250
Chicken/Rooster		\$10

Adoption Hold Fee, until 5:00 p.m. next business day, not applicable to adoption, non-refundable

Cat	\$20
Dog	\$25

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

Impound Fees

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

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

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

Board Fees - Daily

Cats	\$20
Dogs	\$25
Other	\$25

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)

Current 2016-17

Proposed 2017-18

License Fees – Dogs

Altered - one year	\$29	
Unaltered - one year	\$100 with Unaltered Animal Certificate	
Late Penalty	\$15	
Senior Citizen (65+) - one year, altered (waived for one dog)	\$29	
Potentially Dangerous/Vicious dog – one year	\$200	
Unaltered Animal Certificate -- one time	\$250	
Exemption from Unaltered Animal Certificate	\$15	plus license fee
Administrative fee for mailed licenses	\$1	

License Fees – Cats

Unaltered Animal Certificate	\$250	
Late Penalty	\$15	
Failure to license-if impounded	\$30	
Feral Cat Colony Registration Fee	\$20	

Quarantine Fees

Home Quarantine (Field Check)	\$75	
Shelter Quarantine	\$50	plus board fees

Service Fees

Microchip	\$15	
Microchip for impounded dogs and cats	\$25	
Dog/Cat trap rental	\$10	(free for Cat TNR done by ordinance)
Dog Humane Trap Deposit	\$255	
Cat Humane Trap Deposit	\$70	
Pick-Up Animal in a Trap	\$75	
Pick-Up of Owned Animal	\$75	
Pick-up and Disposal of Deceased Animal on Private Property	\$85	
Use of Livestock Trailer	\$100/\$150	(1st /2nd time)

Medical Fees

Medical groom	\$45	
Medical nail trim	\$15	
Medication dispensed	\$20	
Vet procedure	\$25	
Rabies	\$14	
Medical bath	\$20	
Wound prep	\$35	

Owner Surrender of Animal Residing in Santa Cruz County

Owner Surrender of Dog		
Owner Surrender of Cat	\$0	
Owner Surrender of Rabbit	\$0	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$0	
small rodents	\$0	
Large livestock	\$0	
small livestock	\$0	
Large Exotic	\$0	
	\$0	

Owner Surrender of Animal Residing Outside of Santa Cruz County

Owner Surrender of Dog	\$50	
Owner Surrender of Cat	\$35	
Owner Surrender of Rabbit	\$25	
Owner Surrender of Exotic (snake, lizard, bird, turtle)	\$55	
small rodents	\$15-\$35	
Large livestock	\$10-\$25	
small livestock	\$100	
Large Exotic	\$75	
	\$55	

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)

Current 2016-17 **Proposed 2017-18**

Protective Custody Fee

Owner Arrest	\$75 /hour min.(2 hours after hrs)	
Confiscate/Humane	\$75 /hour min.(2 hours after hrs)	
Emergency Hospital	\$25	

Owner Requested Euthanasia	\$50 Plus Disposal	\$75 Plus Disposal
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Disposal of Owned Dead Animals	\$30 Up to 19 lbs	\$50 Up to 19 lbs
	\$40 20 – 69 lbs	\$50 20 – 69 lbs
	\$55 70 – 99 lbs	\$50 70 – 99 lbs
	\$70 100 – Up	\$50 100 – Up

Refund Processing Fee	\$25	
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Animal Control Officer Services	\$75/hour	
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Field Return of Owned Animal	\$75 unaltered penalty fee if applicable	
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Spay/Neuter Fees for Impounded Animals

Cats

Neuter	\$50	
Spay	\$50	

Dogs

Neuter 30 lbs/under	\$175	Neuter	\$195
Neuter 50 lbs/under	\$175	Spay	\$195
Neuter 75 lbs/under	\$175		
Neuter 99 lbs/under	\$175		
Neuter +100 lbs	\$175		
Spay 30 lbs/under	\$175		
Spay 50 lbs/under	\$175		
Spay 75 lbs/under	\$175		
Spay 99 lbs/under	\$175		
Spay +100 lbs	\$175		

Planned Pethood Spay/Neuter Fees

Dog	\$175	\$190
Cat	\$25	
Rabbit	\$75	
"Fix-a-Pit" Program all Pit Bulls & Chihuahuas	\$50	

Animals over 100 lbs., in heat, pregnant or cryptorchid add
Animals determined obese by veterinarian add

Fees for Additional Required Services

Microchip	\$10
License	\$29
Rabies	\$10
Late drop-off fee	\$20
Late pick-up fee	\$40/night
Blood panel for dogs over 7 yrs of age and cats over 10 yrs of age	\$50

Planned Pethood Spay/Neuter Fees for Limited Income*

Dog	\$50
Cat	\$10
Rabbit	\$50

*Limited income eligibility determined through proof of receipt of government assistance
OR through a year-to-date pay stub or W2 tax form that proves the following:

- 1 person household--maximum of \$35,350 annual income
- 2 person household--maximum of \$40,350 annual income
- 3 person household--maximum of \$45,400 annual income
- 4 person household--maximum of \$50,400 annual income

ONE STOP Fees with Purchase of License

Rabies	\$10
Microchip	\$15

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)

	Current 2016-17	Proposed 2017-18
Nuisance Abatement Appeals Fee (County)	\$75	
Non-sufficient Funds Check Fee	\$40	
Puppy Training Deposits	\$100-\$200	
Training Room Rental Fees	\$22	

FINES FOR VIOLATIONS OF ANIMAL ORDINANCE – ADMINISTRATIVE CITATION PROGRAM

***Failure to license**

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

****Failure to microchip**

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

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

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

Failure to display license (each dog) \$50

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

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

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

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

Safety of animal in parked vehicle \$250

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

Habitual noisy animals (6.12.090) \$100

Permitting livestock to trespass, per offense \$200

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

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

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

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

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

Attachment: Exhibit B: Animal Service Fees (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
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2017/18 Fee Schedule

MISCELLANEOUS FEES

Administrative Decision Appeal Fee	\$500
Bingo Permit	\$60
Capitola Municipal Code	\$613
Capitola Municipal Code Supplement Service (Per year)	\$184
Copies:	
1 – 5 copies	\$0
6 or more copies (Per copy)	\$0.25 / page
Gov't Code § 81008 (Political Reform Act) statements/reports (Per copy)	\$0.10 / page
DVD's	\$28
Video Tapes, Flash Drive, CD/DVD Production	
Entertainment Permit Application Fee	\$36
Single Event Permit	\$36
Minor Entertainment Permit	\$150
Regular Entertainment Permit	\$562
Pet Shops and Kennel License Fee (Municipal Code § 5.20.020) set only by ordinance	\$21
Returned Check Fee	\$36
Business License Overpayment Refund Fee (resolution 3532, ord 871)	0 (Set to -0- by Council in 2011)
Business License Late Payment Penalty Admin. Fee	\$35 + 10% each month late
Business License Application Fee (Reso. 3532)	\$36
Business License - Disability Access and Education Fee (State)	\$0
Temporary, Publicly Attended Activities, Application Fee (Municipal Code § 9.36.040)	\$32
Public Art (Total Building Valuation \$250,000 or more) (Municipal Code Chapter 2.58)	2% of TBV or 1% in lieu to City
Notice of Intent to Circulate Initiative Petition (Elections Code § 9103(b))	\$205
Bandstand Rental Fee	\$215 / 4 hrs or \$645 all day / deposit \$1,500
Notary Service Fees (State Code)	
Acknowledgment or proof of a deed, or other instrument, to include the seal and writing of the certificate	\$10 / signature
Administering an oath or affirmation to one person and executing the jurat, including the seal	\$10 / signature
Credit Card Transaction Fee	3%

\$500
\$60
\$632
\$190
\$0
\$0.25 / page
\$0.10 / page
Cost + \$50 1st Hour (Minimum) + \$25 / hour
\$37
\$37
\$155
\$579
\$22
\$37
0 (Set to -0- by Council in 2011)
0 (Set to -0- by Council in 2011)
\$35 + 10% each month late
\$37
\$0
\$33
2% of TBV or 1% in lieu to City
\$211
\$215 / 4 hrs or \$645 all day / deposit \$1,500
0
\$10 / signature
\$10 / signature
3%

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
PARKS AND RECREATION FEES	
All fees are evaluated annually to determine if they are competitive with other recreation programs in Santa Cruz County	
Classes	
Negotiated Instructor Activity Fee (Instructor receives 65% of this fee, Department retains 35%)	Negotiated
Registration Fee - Resident (Capitola Residents Only)	\$16 per class
-Department retains this fee	
Non-Resident (Anyone residing outside of the City) in addition to Residential Registration Fee	\$14 per class
-Department retains this fee	
Senior Discount	10%
Sports	
League Fees	Costs + 30% admin fee
League fees will change depending upon number and type of leagues offered, number of games per league, number of officials, amount of equipment needed, field/site prep and maintenance, and whether or not playoffs & awards are offered. Fees are calculated based on direct costs + 30% admin fee.	
Junior Guards	
5 weeks resident/non resident	\$278/\$315
4 weeks resident/non resident	\$220/\$252
Camp Capitola	
All day 2 week session, resident/non resident	\$238 / \$262
1/2 day resident/non resident	\$135 / \$152
All day 3 week session, resident/non resident	\$353 / \$389
1/2 day resident/non resident	\$184 / \$201
Extended Care--daily resident/non resident	\$8.00
Extended Care--weekly resident/non resident	\$35
Transportation fee to Jr. Guards (1st Session / 2nd Session)	\$54 / \$42
Private Tennis Lessons	75% of Activity Fee
Facility Rentals	
Softball & Soccer fields hourly rental; non profit youth groups/other non profit & Cap residents/all others	\$13 / \$25 / \$33
Jade Street Community Center	
Rooms A&B hourly rent	\$42
Room C hourly rent	\$58
Kitchen hourly rent	\$21
Entire Center hourly rent	\$150
Non profit discount of Jade Street Facility rents	25%
Field Prep and/or additional staffing required to prepare for or supervise the Sports rentals only	\$13 / hr
Notes: Resident include Soquel Union School District	
Costs mean staff costs adjusted for benefits, department overhead, and City overhead as calculated by the City Manager. Costs can also mean direct cost of a consultant. When consultant costs are included 21% of such costs will be charged to cover staff time for contract management. <i>Staff costs do not accrue during an appeal unless appeal is made by applicant.</i>	
Deposits are stated as minimums. Actual deposits depend on the evaluation by staff of an individual project or application. The City Manager may lower minimum deposits if the application or project justifies a lower deposit. When an application involves multiple minimum fees the highest minimum fee applies.	

2017/18 Fee Schedule
Negotiated
\$16 per class
\$14 per class
10%
Costs + 30% admin fee
\$220/\$284
\$238 / \$262
\$135 / \$152
\$353 / \$389
\$184 / \$201
\$8.00
\$35
\$54 / \$42
75% of Activity Fee
\$13 / \$25 / \$33
\$42
\$58
\$21
\$150
25%
\$13 / hr

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
POLICE DEPARTMENT FEES	
Special Event Permit	\$57
Amplified Sound Permit (Municipal Code 9.12.040)	\$29
DUI Cost Recovery Fee (Res. 3533)	Not to exceed \$12,000
Copies of reports: Crime Reports, Special Reports, etc. (Regardless of number of pages)	\$0.25 / page
Copies of: Citations, Code sections, Ordinances, etc.	\$0.25 / page
Bicycle Licenses (New)	\$10
Bicycle Licenses (Renewal)	\$7
Citation Sign-Offs	\$0
Photographs	\$18 + administration fees
VIN verifications	\$15
Video Tapes, Flash Drive, CD/DVD Production	Cost + \$50 1st Hour (Minimum) + \$25 / hour
Local Fire Arm dealers (set by state)	
New application	set by state
Renewal	set by state
Second Dealers License (set by state)	
Application	set by state
Renewal	set by state
Taxi Fee per application	set by state
Civil Subpoena (per case) (set by state)	set by state
Parking Permits (separate action by the Council)	
Neighborhoods per year (Resolution No. 3733)	\$25
Village Preferential Permit (Resolution No. 3733)	\$50 per year
Village Employer/Employee Permit (Resolution No. 3733)	\$50 per year
Morning Village Parking Permit (Resolution No. 3715)	\$50 per year
Concealed Weapon Permits (set by state)	
<i>Application</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
<i>Renewal</i>	
Standard	set by state
Judicial	set by state
Employment	set by state
Firearm Surrender Fees (set by state law)	
1-5 guns	set by state
6+ guns	set by state
Vehicle Storage per day	\$25
Administrative fee to release Impounded / Stored Vehicle	\$122
Surf School Permit Fee	\$500
Animal Services Fees	
See Exhibit B "Animal Services Fees"	

2017/18 Fee Schedule
\$57
\$29
Not to exceed \$12,000
\$0.25 / page
\$0.25 / page
\$10
\$7
\$0
\$18 + administration fees
\$15
Cost + \$50 1st Hour (Minimum) + \$25 / hour
set by state
set by state
set by state
set by state
set by state
set by state
\$25
\$50 per year
\$50 per year
\$50 per year
set by state
set by state
set by state
set by state
set by state
set by state
set by state
set by state
\$25
\$122
\$500

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
BUILDING FEES	
The cost of a "combination building permit" shall be 1.5 times the amounts shown in Table 1-A. A "combination building permit" is defined as a permit for a scope of construction work regulated by two or more of the model codes. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
The cost of a "building permit" shall be the amounts shown in Table 1-A. A "building permit" is defined as a permit for a scope of construction work regulated solely by a single model code. The model codes are the building code, the plumbing code, the mechanical code and the electrical code.	
TABLE 1-A	
Total Valuation	FEES
\$1.00 to \$500.00	\$24.11
\$501.00 to \$2,000.00	\$24.11 for the first \$500.00 plus \$3.13 for each additional \$100.00 or fraction thereof.
\$2,001.00 to \$25,000.00	\$71.05 for the first \$2,000.00 plus \$14.36 for each additional \$1000.00 or fraction thereof.
\$25,001.00 to \$50,000.00	\$401.42 for the first \$25,000.00 plus \$10.36 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 to \$100,000.00	\$660.49 for the first \$50,000.00 plus \$7.18 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 to \$500,000.00	\$1,019.59 for the first \$100,000.00 plus \$5.75 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 to \$1,000,000.00	\$3,317.83 for the first \$500,000.00 plus \$4.87 for each additional \$1,000.00 or fraction thereof.
\$1,000,001.00 and up	\$5,754.58 for the first \$1,000,000.00 plus \$2.66 for each additional \$1,000.00 or fraction thereof.
Building Plan Check Fee	65% of Building Permit Fee
Building Permit Reinstatement Fee	
Stop Work Order Fee	2x the singular building permit fee
Greywater System Permit	\$0
Electric Vehicle Charging Permits (* Note: These fees were added to the fee schedule for FY2011-12, but will be waived per the Green Energy Incentive Program)	
a. Level I (120 volts)	\$0
b. Level II (208-240 volts)	\$0
c. Level III (480 volts)	\$0
Solar P.V. System	\$0
Solar P.V. System (Commercial Sale/Distribution)	Cost
Solar Hot Water Heater	\$0
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Temporary Trailer/Mobile Home Occupancy Permit	\$50
Structural Review of Engineered Plans	cost + 21%
Outside Consultant Plan Review	cost + 21%
Grading Plan Review Fees	
50 cubic yard or less	\$ -
51 to 100 cubic yard	\$ 24.11
101 to 1,000 cubic yards	\$ 37.96
1,001 to 10,000 cubic yards	\$ 49.25
10,001 to 100,000 cubic yards	\$50.78 for first 10,000 plus \$25.14 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$276.76 for first 100,000 plus \$13.59 for each additional 10,000 cubic yards
200,001 cubic yards or more	\$412.71 for first 200,000 plus \$7.44 for each additional 10,000 cubic yards

2017/18 Fee Schedule
24.86
\$24.86 for the first \$500.00 plus \$3.23 for each additional \$100.00 or fraction thereof.
\$73.31 for the first \$2,000.00 plus \$14.81 for each additional \$1000.00 or fraction thereof.
\$413.94 for the first \$25,000.00 plus \$10.68 for each additional \$1,000.00 or fraction thereof.
\$680.94 for the first \$50,000.00 plus \$7.40 for each additional \$1,000.00 or fraction thereof.
\$1050.94 for the first \$100,000.00 plus \$5.93 for each additional \$1,000.00 or fraction thereof.
\$3,422.94 for the first \$500,000.00 plus \$5.02 for each additional \$1,000.00 or fraction thereof.
\$5,932.94 for the first \$1,000,000.00 plus \$2.74 for each additional \$1,000.00 or fraction thereof.
65% of Building Permit Fee
50% of the original, singular building permit fee or combo building permit fee, whichever is applicable to the permit being reinstated
2x the singular building permit fee
\$0
\$0
\$0
\$0
\$0
Cost
\$0
Cost
5% of Permit Fee
\$50
cost + 21%
cost + 21%
\$ -
\$ 24.86
\$ 39.14
\$ 50.78
\$50.78 for first 10,000 plus \$25.92 for each additional 10,000 cubic yards
\$284.05 for first 100,000 plus \$14.01 for each additional 10,000 cubic yards
\$410.16 for first 200,000 plus \$7.67 for each additional 10,000 cubic yards

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
Grading Permit Fees	
50 cubic yard or less	\$ 24.11
51 to 100 cubic yard	\$ 37.96
101 to 1,000 cubic yards	\$37.96 for first 100 plus \$17.96 for each additional 100 cubic yards
1,001 to 10,000 cubic yards	\$199.56 for first 1,000 plus \$14.88 for each additional 1,000 cubic yards
10,001 to 100,000 cubic yards	\$333.45 for first 10,000 plus \$67.72 for each additional 10,000 cubic yards
100,001 to 200,000 cubic yards	\$942.89 for first 100,000 plus \$37.45 for each additional 10,000 cubic yards

2017/18 Fee Schedule
2486%
\$ 39.14
\$39.14 for first 100 plus \$18.52 for each additional 100 cubic yards
\$205.82 for first 1,000 plus \$15.34 for each additional 1,000 cubic yards
\$343.88 for first 10,000 plus \$69.82 for each additional 10,000 cubic yards
\$972.26 for first 100,000 plus \$38.61 for each additional 10,000 cubic yards

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule	2017/18 Fee Schedule
PLANNING FEES		
Administration/Documents		
Continuance Request - Applicant (2+)	\$151	\$156
Staff Billing Rate	Cost	Cost
Appeals-by Applicant	Cost	Cost
Appeals- by City Officials	\$0	\$0
Appeals- by Other	\$500	\$500
Appeals - Coastal Commission	\$0	\$0
Appeals -Building/Zoning Code Violations	\$500	\$500
Records Search/Research/Special Report	Cost	Cost
Administrative Permits		
Tree Removal I- Staff -Review	\$123	\$127
Tree Removal -PC Review	\$1,026	\$1,058
Tree Removal -- 3 or more trees on a property	\$263	\$271
Tree Installation Deposit (Refundable)	\$13	\$500 Deposit
Commercial Sidewalk/Parking Lot Sale Permit	\$74	\$76
Tenant Use Permit (MCUP)--Staff approval	\$75	\$77
Transient Rental Occupancy Use Permit	\$513	\$529
Home Occupation Use Permit	\$154	\$159
Fence Permit- Staff approval	\$42	\$43
Fence Permit- PC approval	\$770	\$794
Sign Permits		
Temporary Signs and Banner Permits	\$37	\$38
Signs-permit - Staff Review	\$124	\$128
Signs- permit - PC Review	\$513	\$529
Master Sign Program	Cost; \$3,000 min deposit	Cost; \$3,000 min deposit
Village Sidewalk Sign Permit	\$63	\$65
Design Permits		
Residential-Single Family- Staff Review	\$750	\$773
Residential-Single Family	\$2,565	\$2,645
Residential Multi-Family	\$3,590	\$3,701
Commercial	\$4,000 Deposit	\$4,000 Deposit
Secondary Dwelling Unit- Staff Review	\$513	\$529
Secondary Dwelling Unit- PC Review	\$1,539	\$1,587
Use Permits		
Master Conditional Use Permit	Cost; \$3,500 min. deposit	Cost; \$3,500 min. deposit
Conditional Use Permit - Staff approval	\$1,539	\$1,587
Conditional Use Permit--PC approval	Cost; \$3,000 min. deposit	Cost; \$3,000 min. deposit
Temporary Use Permit	\$78	\$80
Subdivisions		
Certificate of Compliance & Lot Merger	\$513	\$529
Boundary Line Adjustment	\$820	\$845
Tentative Parcel Map	Cost; \$2,000 min. deposit	Cost; \$2,000 min. deposit
Tentative Map	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Revised Map	\$2,000 Deposit	\$2,000 Deposit
Time Extension	\$2,000 Deposit	\$2,000 Deposit
Subdivision Modification	\$2,000 Deposit	\$2,000 Deposit
Plan Amendments		
General Plan Amendment	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Local Coastal Plan Amendment	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Rezone	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Planned Development Rezone	Cost; \$3,500 min. deposit	Cost; \$3,500 min. deposit
Other Discretionary Permits		
Variance	\$1,539	\$1,587
Coastal Development Permit	\$770	\$794
Coastal Permit Exclusion	\$86	\$89
Mobile home Park Change of Use or Closure	\$5,000 Deposit	\$5,000 Deposit
Development Agreement	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Specific Plan	Cost; \$5,000 min. deposit	Cost; \$5,000 min. deposit
Permit Time Extension -Staff Review	\$513	\$529
Permit Time Extension - PC Review	\$1,539	\$1,587
Permit Amendment (any permit)	50% of original cost	50% of original cost
Annexation	Costs+ overhead / \$3,000 min. deposit	Costs+ overhead / \$3,000 min. deposit
Environmental Review		
Negative Declaration (and Mitigated ND)	Cost; \$2,000 min deposit	Cost; \$2,000 min deposit
EIR Processing	Cost; + 17% of consultant; \$10,000 min deposit	Cost; + 17% of consultant; \$10,000 min deposit
Mitigation/Condition Monitoring Program	Cost + 21%	Cost + 21%
NEPA Compliance	Cost + 21%	Cost + 21%

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
Other Permits/Fees	
Conceptual Review Fee- PC	\$1,539
Conceptual Review Fee- PC and CC	\$2,309
Technical Study Preparation and Review	Cost + 21%
NOTE: Third party review costs to be required as necessary	Cost + 21%
Code Compliance	Double Application Fees
Code Compliance confiscated property recovery fee	
Research Fee - 1/2 hour minimum charge	Cost
Pre-Application Review	\$215
Building Plan Check & Final Inspection	20% of Building Permit Fee
Major Development Project Fee	Cost; \$5,000 min. deposit
Inclusionary Housing	
Inclusionary Housing -Unit Sale	\$513
Inclusionary Housing -Unit Refinance	\$205
Other Fees and Assessments	
General Plan Maintenance Fee	Total Building Valuation X 0.5%
Information Technology Fee (Resolution No. 3786 adopted 11/12/09)	5% of Permit Fee
Green Building Educational Resource Fund Fee (Municipal Code 17.10.080)	Fee equals .0025 times the overall building permit valuation of the project.
Affordable Housing In-Lien Fees	
For Sale Housing Developments of two to six units (Municipal Code Chapter 18.02/Reso. 3473) :	
All Units	\$10 per sq. ft.
For Sale Housing Developments of Seven or more units	
#Units	#Units Built
7	1
8-13	1
14	2
15-20	2
21	3
22-27	3
28	4
Rental Multi-Family	\$6 per sq. ft.

2017/18 Fee Schedule
\$1,587
\$2,380
Cost + 21%
Cost + 21%
Double Application Fees
\$250
Cost
\$222
20% of Building Permit Fee
Cost; \$5,000 min. deposit
\$529
\$212
Total Building Valuation X 0.5%
5% of Permit Fee
Fee equals .0025 times the overall building permit valuation of the project.
\$10 per sq. ft.
\$0
Total # units minus 7 @ \$10 per avg. sq. ft. per unit
\$0
Total # units minus 14 @ \$10 per avg. sq. ft. per unit
\$0
Total # units minus 21 @ \$10 per avg. sq. ft. per unit
\$0
\$0
\$6 per sq. ft.

NOTES:

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

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
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2017/18 Fee Schedule

PUBLIC WORKS DEPARTMENT FEES	
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Encroachment Permits	
Non-Construction Items (includes materials storage within right-of-way road and sidewalk closures)	\$61
Village Sidewalk Encroachment Permit	\$36
Construction Items	
Level A	\$ 185
Level B	\$ 410
Level C	\$ 820
Level D	\$ 1,333
Level E	\$ 1,847
Residential Blue Curb Application Fee	
Residential Blue Curb Annual Fee	
Blanket Permits (repair and maintenance of existing facilities)	\$ 2,050
Private Improvement Permits/Encroachment Agreement	
Applications for Minor Permits	\$ 205
Applications for Major Permits	\$ 513
Memorial Bench	\$ 1,026
Memorial Plaque (wharf)	\$ 770
Memorial Plaque (Grand Ave)	\$ 770
Memorial Plaque (tree)	\$500 + Cost of Tree
Memorial Picnic Table	\$ 1,487
Seasonal Boat Storage Permits	
Seasonal Permit	\$400 per month
Short Term Permit	\$15 per day
Stormwater Development Review Fee	
Stormwater Plan Review Fee	\$ 102
Large Project Plan Review Deposit	
Tier 2	\$ 3,078
Tier 3 & 4	\$ 4,104
Research Fee - 1/2 hour minimum charge	Cost
Information Technology Fee (Resolution No. 3796 adopted 11/12/09)	5% of Permit Fee
Final Map	Cost; \$3,000 min. deposit

	\$63
	\$37
	\$191
	\$423
	\$845
	\$1,374
	\$1,904
	\$200
	\$50
	\$2,114
	\$211
	\$529
	\$1,058
	\$794
	\$794
	\$500 + Cost of Tree
	\$1,533
	\$400 per month
	\$15 per day
	\$0
	\$105
	\$0
	\$3,173
	\$4,231
	Cost
	5% of Permit Fee
	Cost; \$3,000 min. deposit

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)

Description	2016/17 Fee Schedule
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2017/18 Fee Schedule

HISTORICAL MUSEUM FEES	
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Research Fee - 1/2 hour minimum charge	Cost
Print of an electronically available Photograph in Collection	\$7
Digital Copies of Collection Items	\$17
Scan High Resolution Tiff File of any collection item for a customer	\$21

	Cost
	\$7
	\$18
	\$22

Attachment: Fee Schedule Comparison (1830 : Adopt FY 2017-18 Fee Schedule)



CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF MAY 11, 2017

FROM: Community Development

SUBJECT: Zoning Code Update

RECOMMENDED ACTION: Accept the staff presentation, discuss and provide direction on the proposed land use regulation to limit development on a third story to residential, and direct staff to initiate the public review of the Zoning Code.

BACKGROUND: On January 9, 2017, an updated draft zoning code and zoning map were published that incorporate all edits received from the Planning Commission and City Council during 2016. The Planning Commission edits that were accepted by the City Council have been incorporated into the draft zoning code in black. The City Council recommended revisions are shown in red. The draft code also includes revisions made by City staff to improve clarity and non-policy revisions requested by Coastal Commission staff. City staff revisions are shown in blue. The draft code, zoning map, and previous staff reports with attachments are available online. Hardcopies of the draft code are available to the public at City Hall and the Capitola Library.

DISCUSSION: The Planning Commission finalized the review of City Council edits to the Zoning Code and Zoning Map on April 6, 2017, and forwarded a positive recommendation for City Council to initiate a 60-day public review. The Planning Commission-recommended additional edits and City Council direction are summarized in the table in Attachment 1.

On April 27, 2017, the City Council provided direction on the Planning Commission recommendations. The City Council continued that hearing to May 11 to review two additional topics. First, the City Council requested additional information on the criteria utilized to modify the Environmentally Sensitive Habitat Area (ESHA) map. Second, Council Member Bertrand introduced a new idea to limit third stories in the Mixed-Use Village zone to residential uses only. The Council directed staff to send notices to Village property owners so members of the public can participate in the discussion.

The ESHA map was modified based on qualitative surveys performed by a qualified local biologist. The biologist recommended modifications based on the presence or absence of native vegetation. Fully developed areas that were previously mapped as being environmentally sensitive, but support little or no native vegetation, (e.g. roadways, buildings, central Village and Beach and Village Parking Lot #2) are proposed to be removed from the ESHA map. Other areas that were not previously mapped, but do support native vegetation (e.g., areas adjacent to New Brighton State Park), have been added to the ESHA map. Staff will provide additional supporting information during the hearing.

Zoning Code Update
May 11, 2017

When considering the idea to limit third stories in the Central Village to residential uses, the Council should consider the Vacation Rental Use overlay and the Village Residential overlay (Attachments 2 and 3). Dwellings within the Vacation Rental Use overlay may be utilized as short-term rentals for less than 30 days. Structures within the Village Residential overlay are already limited to residential uses only and may not be utilized as commercial space. Third story residential uses in these overlay areas would be allowed to function as vacation rentals.

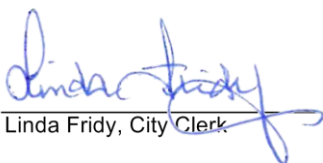
FISCAL IMPACT: None.

ATTACHMENTS:

1. PC and CC edits to January 2017 draft
2. Vacation Rental Use Overlay
3. Village Residential Overlay

Report Prepared By: Katie Herlihy
Senior Planner

Reviewed and Forwarded by:



Linda Fridy, City Clerk

5/5/2017

Planning Commission Requested Modifications			City Council Direction
Section	Page	Change	√ = Agrees with PC Note: Not all items were discussed.
Zoning Map			
Zoning Map	Map	502 Beulah – include in Vacation Rental overlay	√
Zoning Map	Map & 17.40.030	Vacation Rental Use (VR) and Village Residential (VR) are same acronyms. The code removed the term “use” after Vacation Rental. Keep “use” in chapter 17.40.030.	√
Zoning Map	Map	911 Capitola Avenue zoned MUN should extend all the way back to the hotel property behind it	√
Zoning Map	Map	Shadow Brook Property and parking lot should be MU-N not CC	√
Zoning Map	Map	Remove Vacation Rental that is located over the water. Only place Vacation Rental overlay on inset map, removed from primary zoning map. Too cluttered.	√
Zoning map	Map	Stockton creek should be blue with the sliver of open space by the bridge where there is a small City park.	√
Zoning Map	Map	3 residential properties 3881, 3891, 3895 Brommer Street change from RM-L to RM-H	√
Environmentally Sensitive Areas Map	Map	Hire consultant to review Environmentally Sensitive Areas Map to ensure accuracy of boundary	Request for additional information on criteria for removal.
Planning Commission Requested Modifications			City Council Direction
Section	Page	Change	√ = Agrees with PC Note: Not all items were discussed.
Zoning Code			
17.20.030 Mixed Use Village Height Exception	20-5	Replace with: <ol style="list-style-type: none"> Up to 33 feet for a gabled or hipped roof with a minimum 5:12 roof pitch and a maximum plate height of 26 feet. There shall be no breaks in the roof slope for doors and decks. Up to 33 feet for projections for non-habitable decorative features and structures as allowed by Section 17.48.020.C. Include image of allowable pitched roof designs.	√

Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

Planning Commission Requested Modifications			City Council Direction
Section	Page	Change	√ = Agrees with PC Note: Not all items were discussed.
17.24.020 Table 17.24-1 Land Use Table	24-2	PC directed staff to require a Conditional Use Permit for Multi-Family Dwellings in the C-R. Also, within the C-R Residential Mixed Use has a footnote [7] which states “Residential uses are prohibited on the first story.” Planning Commission directed staff to remove the footnote.	Reword that multi-family may be reviewed as CUP as long as there is commercial also on the same property.
Table 17.24-2 Permitted Office Uses in the C-C and C-R Zoning Districts	24-4	Revise: Require Conditional Use Permit in C-R for Ground floor, less than 5,000 square feet Require Conditional Use Permit in C-R for Ground floor, 5,000 square feet or more. Permit in C-R located within a multi-tenant site in which the office space is not located within a storefront and is setback from the front façade.	Do not change. Keep the redlines proposed by City Council. Add that an existing office bldg. used exclusively for office space, be allowed to continue until such time that the office building is redeveloped or removed.
17.24.030(E) Capitola Mall Redevelopment	24-7	Section 17.24.030(E) Capitola Mall Redevelopment. While the Capitola Mall site has been zoned Regional Commercial (C-R) as part of the Zoning Code Update, it is expected that major redevelopment of the mall property may require a Rezone, Planned Development, Specific Plan, Development Agreement, or similar process to tailor appropriate development standards for the redevelopment project. Where an application submitted pursuant to this section includes fewer than all parcels within the Mall property, the applicant shall demonstrate that the development type and pattern and site design will be compatible and not unreasonably interfere with future redevelopment of the remaining parcels. For the purposes of this section, the mall property is defined as the area bound by 41st Avenue, Clares Street, and Capitola Road.	√
Figure 17.24-3	Page 24-9	Remove 65% minimum from figure.	
Coastal Commission Edits	Throughout Code	Change references of Local Coastal Act to Local Coastal Plan	√

Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

Planning Commission Requested Modifications			City Council Direction
Section	Page	Change	√ = Agrees with PC Note: Not all items were discussed.
17.36.080.D.3	Page 36-3	Change engineers to engineer	
17.36.080.H.7 Planned Dev. Substantial Public Benefit Defined	Page 36-6	Correct typo - jobs "in" industries Add "supply and" as follows: "7. New or enlarged business that increase the <u>supply and/or</u> diversity of jobs available to Capitola residents. Types of jobs may include jobs that improve environmental quality or reduce energy consumption ('green jobs'), high-tech sector jobs, and jobs <u>in</u> industries focusing on the generation and utilization of intellectual property ('creative jobs')."	
17.40.020.J Affordable Housing Overlay – Assurance of Affordability	Page 40-6	Change to "for 55 years or the natural life of the unit whichever is greater"	
17.44.030	Page 44-2	Coastal Bluff definition change to "overlooking coastal water"	
17.44.030.F	Page 44-4	Remove first sentence "Any area in which ... developments."	
17.44.150.B.6.a AND b	Page 44-2	Change to Local Coastal Plan	
Table of Contents Part 3	Part 3 Chapter 17.74	Replace Secondary with Accessory	
17.48.020.B Height Exceptions	48-2	Reword: "B. Height Exceptions. Buildings may exceed the maximum permitted height in the applicable zoning district as shown in Table 17.48-1. These exceptions may not be combined with other height exceptions, including but not limited to, allowances for additional height in the MU-V zone or for historic structures."	

Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

Planning Commission Requested Modifications			City Council Direction
Page	Change	Page	Change
17.48.030 D and E Projections into Required Setbacks. Allowed encroachments	17.48.030 C and D	Incorporate staff suggestions on modifications to setbacks presented to PC, except: <ul style="list-style-type: none"> • Landscape features – 17.48.030.E.10 – change to “Decorative ornamental features up to a maximum height of 6 feet which does not enclose the perimeter of the property” and change minimum distance from Property line to “No Minimum” • Hot Tubs – Min distance from property line – Change Rear to 2 feet. • Under other structures and equipment, remove trash enclosure from moveable objects list 	220 volt in outdoor kitchen Change accessory structure to 100 sf footprint, 120 sf with roof overhang, and 10 ft. height limit to mirror state. Update in all applicable sections of code.
17.52.030.B.4 Accessory Uses	52-4	Reword “4. All exterior vending machines require a Conditional Use permit.”	
17.64. Environmentally Sensitive Habitat Lands	Page 64-1 & 64-4	The title of 17.64.050 should be rearranged say “Monarch Butterfly Habitat – Rispin-Soquel Creek and Escalona Gulch” Make change in three places: Sections (pg 64-1), Applicability (pg 64-1), and 17.64.050 title (pg 64-4)	
17.64.040.A Environmentally Sensitive Habitat Lands	Page 64-4	No new development is permitted within the banks <u>riparian corridor</u> along Soquel Creek and Lagoon, except.....	
Chapter 17.74 Accessory Dwelling Units	Item to Add	Accessory Dwelling Units that utilize the decreased setbacks and increased FAR should not remove the ADU and enjoy the benefits of creating a non-conformity of oversized FAR. Add requirement that properties that utilize increased FAR and decreased setbacks shall keep the ADU.	Incorporation into Primary Residence: A detached accessory dwelling unit may not be incorporated into the primary residence unless parking and setback standards for the expanded primary residence are satisfied.
17.74.020.D Accessory Dwelling Units	Page 74-1	Add #4 “The term Internal Accessory Dwelling Unit includes Junior Accessory Dwelling Units as defined in Government Code Section 65852.22”	√

Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

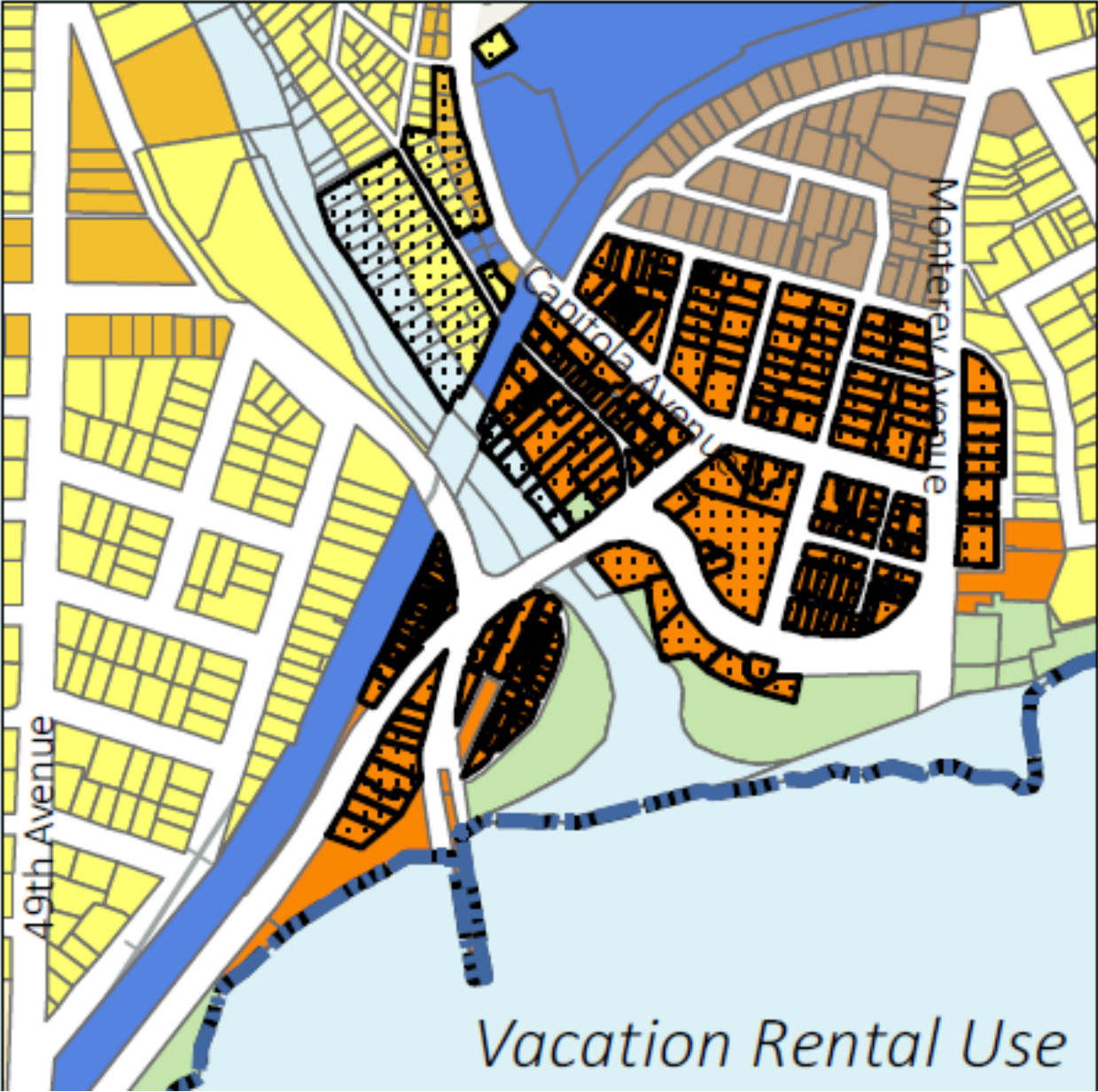
Planning Commission Requested Modifications			City Council Direction
Page	Change	Page	Change
17.74.030.A.1.b	Page 74-2	Typo. Change n to an	√
17.74.030.A.2.	Page 74-2	Add approval of a Design Permit “and Conditional Use Permit”.	√
17.74.050.A Accessory Dwelling Units	Page 74-4 & 74-5	Add allowance for internal ADUs and JADUs in the R-1, RM, and MU-N zoning districts on lots of 4,000 square feet or more occupied by one single-family dwelling.	√
17.74.050.C Accessory Dwelling Units	Page 74-5	Change the Unit size minimums to the following Lot Size: Max ADU size Under 4,000 square feet: Not permitted 4,000 to 7,500 square feet: 500 sf max 7,501 to 9,999 square feet: 640 sf max 10,000 to 11,999 square feet: 800 sf max 12,000 or more: 1,000 sf max	√
17.74.040 Accessory Dwelling Units	Page 74-7	Deed restrict must include occupancy standard of 17.74.040.C – the property owner must occupy either the primary or accessory dwelling.	√
17.74.080.A.1-3 Accessory Dwelling Units	Page 74-7 & 74-8	Remove fee waivers for Affordable Units.	√
17.76.040.B.2.b AND c Parking and Loading	76-8	In b and c, the reference should remove the zero before the 2. Section 17.020.	
17.76.070.D.2 Parking and Loading	Page 76-19	Shade trees. Require that shade trees be a minimum of <u>24-inch</u> box tree for tree health rather than 36-inch.	
17.80.080.A.1.d Auto Dealership Signs	Page 80-9	Remove Maximum Area of Auto Dealership sign – Replace with requirement that Planning Commission review sign applications if combined sign area exceeds 100 square feet.	
17.80.080.K Sidewalk Signs.	Page 80-15	Keep the two shapes for the sign face. Remove the option for an alternate shape to be approved by the Planning Commission. Agreed with new organization of section and all other suggested edits.	Remove alternative shape. BIA shape only.

Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

Planning Commission Requested Modifications			City Council Direction
Page	Change	Page	Change
17.80.090.A.6 Signs	Page 80-17	Prohibit Internally illuminated signs in the mixed-use neighborhood.	
17.80.100.A. 1-8 Signs	Page 80-17	Remove Residential Signs – A. 1-8. General Standards. Keep section B for multi-unit properties.	
17.80.110 Table 17.80-10 Temporary Sign Standards	80-19	Temporary Sign Standards: Auto Dealership Signs. Change Maximum Duration to year-round. Add requirement that they must be maintained in good condition.	
17.92.070.B.2.d Non-conforming multi-family uses in R-1 Zoning District	92-3	Remove “B.2.d The extension will not impair coastal resources”	
Table 17.92-1	Page 92-6	<ul style="list-style-type: none"> • Reword “repair” in third category “exterior repairs reconstruction (demolish and rebuilt) and modifications that alter or affect the nonconforming aspect of the structure”. Update example to demolish and rebuild. • Last category “recreation of an involuntarily damaged or destroyed structure” add a reference to 19.92.080.D 	√
5000 sf auto space		Check with TESLA that 5,000 sf would support auto showroom. Toyota and Subaru confirmed that 5,000 sf would work.	
Additional Staff Edits			
Update code to include allowance of a mini bar or efficiency kitchen. In the previous code the allowance was included in the definition of kitchen. Put standard to allow efficiency kitchen in correct place			
Revise setbacks in Environmentally Sensitive Habitat Areas to allow development on existing developed lots. Ex. Lower lot woodland may not allow expansion of homes along Buellah.			
McDonalds now does curbside delivery. Our existing code states restaurants not including restaurants with drive-up windows or car service. Need to add prohibition on car service to new code. Was not carried over.			

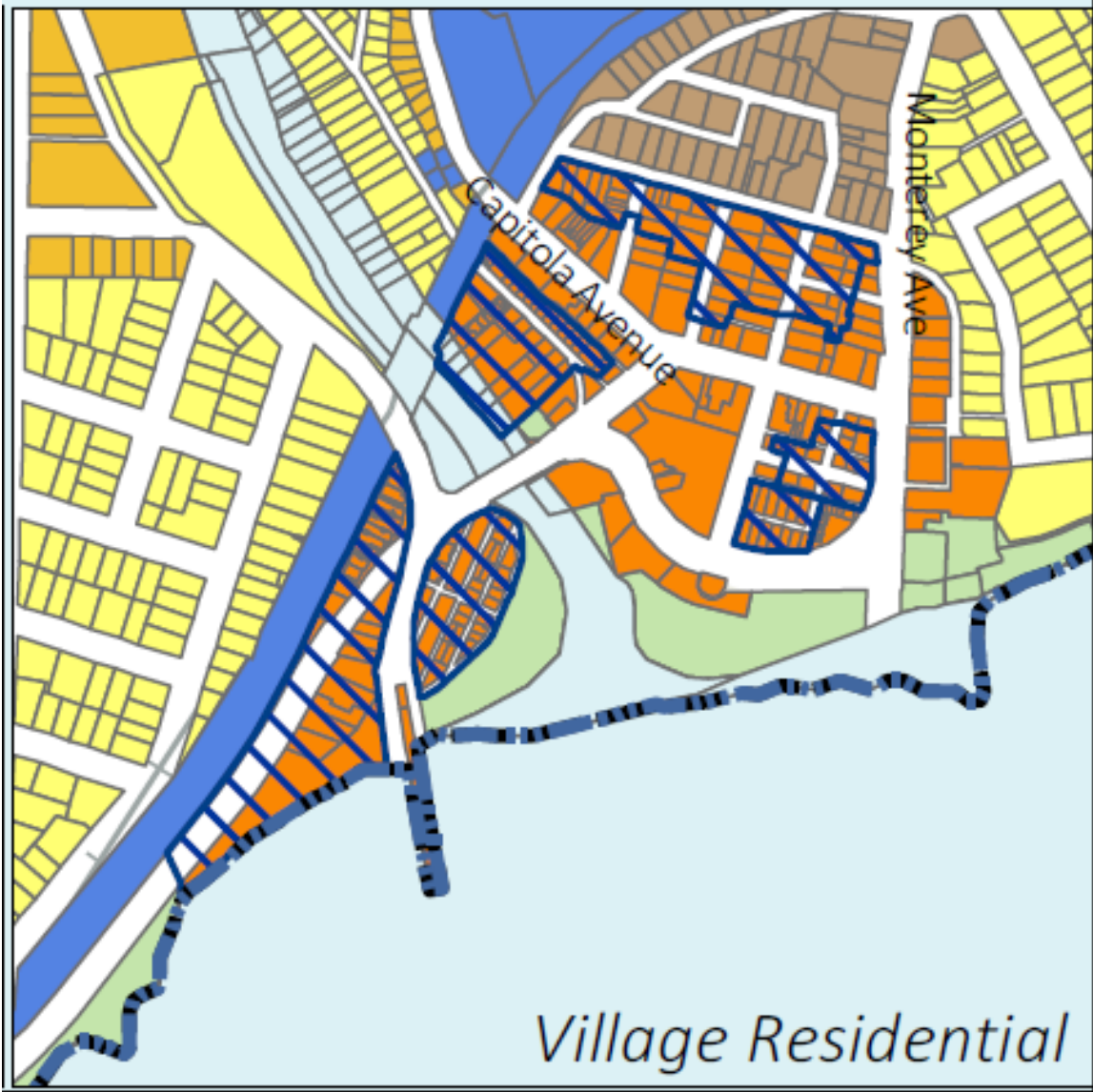
Attachment: PC and CC edits to January 2017 draft (1834 : Zoning Code Update)

Vacation Rental Use Overlay



Attachment: Vacation Rental Use Overlay (1834 : Zoning Code Update)

Village Residential Overlay



Attachment: Village Residential Overlay (1834 : Zoning Code Update)