

City of Capitola Agenda

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



REVISED

CAPITOLA CITY COUNCIL REGULAR MEETING

THURSDAY, MAY 22, 2014

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

**CLOSED SESSION – 5:45 PM
CITY MANAGER’S OFFICE**

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

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code §54957)

City Council's Performance Evaluation of the City Attorney

CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Govt. Code § 54956.8)

Property: New Brighton Middle School Gymnasium (City of Capitola, Owner)

City Negotiator: City Manager

Negotiating Parties: City of Capitola; Soquel Union Elementary School District

Under Negotiation: Real Property Sale

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

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Stephanie Harlan, Dennis Norton, Ed Bottorff, Michael Termini, and Mayor Sam Storey

2. PRESENTATIONS

A. Mayor's Proclamation designating May 2014 as "Clean Air" Month.

B. Presentation by Ron Graves, City representative on the Santa Cruz Metropolitan Transit District Board (Metro); and introduction of Alex Clifford, the new CEO for Metro.

3. REPORT ON CLOSED SESSION

4. ADDITIONAL MATERIALS

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

A. 10.A.

DETAILS:

Communications from the Public.

5. ADDITIONS AND DELETIONS TO AGENDA

6. PUBLIC COMMENTS

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

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS

A. Consider the Library Ad Hoc Committee membership, and consider appointment(s) to the Committee.

RECOMMENDED ACTION:

Confirm the membership, and consider appointment(s).

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, May 22, 2014

9. CONSENT CALENDAR

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

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

- A. Consider approving the City Council Minutes of the Regular Meeting held on May 8, 2014.
RECOMMENDED ACTION:
Approve Minutes.
- B. Approval of City Check Register Reports dated April 18, 2014; April 25, 2014; May 2, 2014; and May 9, 2014.
RECOMMENDED ACTION:
Approve the City Check Register Reports.
- C. Consider an Administrative Policy to amend the Board, Commission and Committee Guide Procedures.
RECOMMENDED ACTION:
Approve the Administrative Policy.
- D. Consider approving a Right of Entry Agreement allowing the Santa Cruz County Sanitation District to enter three parcels owned by the City for the purposes of constructing the Noble Gulch Sewer Project, and authorize the Public Works Director to sign on behalf of the City.
RECOMMENDED ACTION:
Approve a Right of Entry Agreement, and authorize the Public Works Director to sign on behalf of the City.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Consider the approval of a fireworks show on October 16, 2014, in the Capitola Village by the Monte Foundation; and authorize the City Manager to issue a special event permit.
RECOMMENDED ACTION:
Approve fireworks show, and authorize the issuance of a special event permit.
- B. Consider an Ordinance amending Chapter 8.07 of the Capitola Municipal Code (reduction of single-use plastic and paper carryout bags) to change the thickness requirement of plastic reusable bags [1st Reading].
RECOMMENDED ACTION:
Introduce Ordinance.

CAPITOLA CITY COUNCIL REGULAR MEETING - Thursday, May 22, 2014

- C. Consideration of a contract with Gene Bregman and Associates in an amount not to exceed \$10,000 for a public opinion poll.

RECOMMENDED ACTION:

Approve contract.

- D. Zoning Ordinance work plan.

RECOMMENDED ACTION:

Discuss and provide direction.

11. ADJOURNMENT

Adjourn to the next Special Budget Study Session of the City Council on Thursday, May 29, 2014, at 6:00 PM, in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

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

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

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

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

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

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.

City of Capitola Mayor's Proclamation

Designating the Month of May 2014
"Clean Air Month"

WHEREAS, the month of May is designated as Clean Air Month, designed to raise public awareness about the need for every Californian to work to reduce air pollution; and

WHEREAS, Americans across the country and here in Capitola are working hard to help limit the pollutants that cause climate change and reduce their impact on the environment; and

WHEREAS, clean air is vital and important to our health, environment, and economy; and

WHEREAS, due to longer days and warmer temperatures, the month of May is typically the start of the area's ozone season; and

WHEREAS, particulate matter air pollution, especially fine particles, can be inhaled deeply into the lungs and cause serious damage, including asthma attacks, respiratory illness and premature death; and

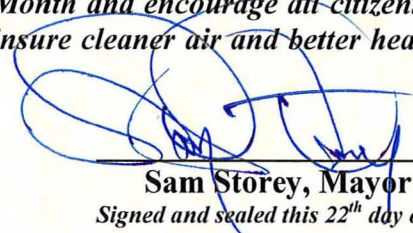
WHEREAS, exposure to diesel exhaust from vehicles and equipment can cause adverse health effects ranging from respiratory irritation to cancer; and

WHEREAS, small changes in our daily lives can have a big impact on our environment. We can walk, bike, use public transportation; buy products with less packaging; recycle, reuse paper, plastic, glass, and aluminum. We can choose energy efficient products, turning lights off, unplugging appliances, and cutting back on heating and air conditioning; and

WHEREAS, along with the Monterey Bay Unified Air Pollution Control Board, Capitola's commitment to environmental protection and public health results in some of the cleanest air in the nation; and

WHEREAS, increased public awareness efforts during the month of May and throughout the year will promote actions by Capitola citizens and businesses that will help keep the air clean.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Capitola recognizes May 2014 as Clean Air Month and encourage all-citizens to join in the effort to live and work in ways that will insure cleaner air and better health for our community.



Sam Storey, Mayor

Signed and sealed this 22th day of May 2014

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Sneddon, Su

From: Zach Friend [Zach.Friend@santacruzcounty.us]
Sent: Friday, May 16, 2014 5:07 PM
To: Murphy, Lisa
Subject: Letter Regarding Item 10A - May 22nd Agenda

Dear Mayor Storey and Honorable Councilmembers:

I am writing today to respectfully request your support of the Monte Foundation application for the fireworks fundraiser in October. As you know, the fireworks have been an important community event for nearly two decades and the cancellation of this event last year left a void for family-friendly events in our county. Equally important is a long-term need for healthy activities for youth in the Capitola area and this event will help fund a key component of the McGregor Park plan. I have met with Mr. Monte regarding this and he is committed to ensuring that (as a result of this event) the skate park become a reality for Capitola.

The best part of the proposal? It will keep the event in the most beautiful supervisorial district - the 2nd District!

Thank you for all of your work and for your consideration of this item. If you have any questions or I can help you in any way with the actual event please do not hesitate to reach out.

Sincerely,

Zach Friend
Santa Cruz County Supervisor
2nd District

MAY 19 2014
CITY OF CAPITOLA
CITY CLERK

Sneddon, Su

From: Rick Martin [ricksaquablue@sbcglobal.net]
Sent: Monday, May 19, 2014 4:04 PM
To: City Council; Storey, Sam; Harlan, Stephanie; Ed Bottorff
Subject: fireworks in October

March 19, 2014,

Dear Capitola City Council Member,

I am in support of a fireworks show put on by the Monte Foundation in October. I encourage you to approve this show and to grant the Monte Foundation a permit for it.

Sincerely,
Emily and Rick Martin
2213 42nd Ave
Capitola CA

MAY 19 2014
CITY OF CAPITOLA
CITY CLERK

Sneddon, Su

From: Sean Tuttmann [seantuttman@gmail.com]
Sent: Monday, May 19, 2014 4:22 PM
To: City Council; Storey, Sam; Harlan, Stephanie; Bottorff, Ed
Subject: Monte Foundation Fireworks Show in Capitola

Dear Capitola City Council Members,

I am resident of Capitola and are in support of a fireworks show put on by the Monte Foundation in October 2014. I encourage you to approve this fireworks show and to grant Monte Foundation a permit for it.

Regards,

Sean Tuttmann
730 Orchid Ave.
Capitola, CA 95010

831.464.8498 Ph

MAY 19 2014
CITY OF CAPITOLA
CITY CLERK

Sneddon, Su

From: Christy Hadland [chadland@davidlyng.com]
Sent: Tuesday, May 20, 2014 12:05 PM
To: City Council
Subject: Monte Foundation Fireworks

Dear Capitola City Council Member,

I am in support of a fireworks show put on by the Monte Foundation in October. I encourage you to approve this show and to grant the Monte Foundation a permit for it.

Sincerely,

Christy Hadland
1112 Sutherland Ln 3
Capitola CA 95010

MAY 20 2014
CITY OF CAPITOLA
CITY CLERK

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Christy Hadland
Client Care Manager to
Joell Mower, CRS
David Lyng Real Estate
2170 41st Ave.
Capitola, CA 95010
Direct: (831) 464-4436
Cell: (831) 246-3027
E-Mail: chadland@davidlyng.com

Sneddon, Su

From: Mick Routh [qwakwak@gmail.com]
Sent: Wednesday, May 21, 2014 1:02 PM
To: City Council
Cc: Goldstein, Jamie; Grunow, Rich; Escalante, Rudy; Jesberg, Steve
Subject: Proposed monte fireworks

5/21/14

Mayor and Council members,

Very few of you were around when Capitola used to host an annual fireworks show every July 3rd. It was great fun until the unruly crowds and traffic gridlock overwhelmed all of our city resources... and that was in the days when the County had a population of slightly more than 100,000, Silicon Valley was still called Santa Clara Valley, and traffic moved freely on Highway 1 during rush hours.

When you consider the Monte Foundation application for a Capitola Village fireworks show please consider the following and remember the past.

If village streets are closed, where will the potential 10,000 visitors park?

Why is it proposed the Depot Hill neighborhood receive special consideration? Are the residents of Capitola's other neighborhoods not worthy of the same consideration? The Jewel Box neighborhood is much more impacted with parking and traffic problems than Depot Hill.

Can the village accommodate 10,000 revelers? It's not as large as the wharf to wharf race but imagine a crowd as large as 2/3's of the wharf to wharf race converging on the village and neighborhoods for 5 - 6 hours. What special parking arrangements, additional bathroom facilities, first aid, trash collection, security, etc., are planned?

Monte's extravaganza has typically included live entertainment, food booths, and other community organization booths. How and where will Capitola accommodate these?

How will the beach be patrolled to control the drinking, open fires, and other illegal activities?

Who is responsible for cleaning the beach, village, and neighborhoods of the trash left behind?

Since the Monte event requires a paid admission, what areas of the beach and village will be closed to the general public who have not purchased tickets? Does this require approval from the Coastal Commission or perhaps even an EIR?

I would ask all of the above be given very serious study and consideration before granting approval. While on its face it may sound great, having seen the problems associated with past firework shows, the council should not react with a blind eye to the past and without due consideration of the many potential problems and the negative impacts on the entire Capitola residential community. Please give this application your most serious scrutiny.

Respectfully,

Mick Routh

Sent from my iPad

MAY 21 2014
CITY OF CAPITOLA
CITY CLERK

Sneddon, Su

From: Graessle Family [graessles@gmail.com]
Sent: Wednesday, May 21, 2014 8:49 PM
To: City Council

March 21, 2014,

Dear Capitola City Council Member,

I am strongly in support of a fireworks show put on by the Monte Foundation in October. I encourage you to approve this show and to grant the Monte Foundation a permit for it.

Thank you for your attention.

Sincerely,

Molly Graessle
5010 Garnet Street
Capitola, CA 95010

MAY 22 2014
CITY OF CAPITOLA
CITY CLERK

Sneddon, Su

From: The Martorella's [jmarto@pacbell.net]
Sent: Thursday, May 22, 2014 10:26 AM
To: City Council
Subject: Monte Foundation and Skatepark

MAY 22 2014

**CITY OF CAPITOLA
CITY CLERK**

Dear Council

(We have open house tonight and will not be able to attend the meeting this evening)

I am writing to say that unfortunately I cannot support the Monte Foundation's offer to provide fireworks and thus help support the skate park endeavor at McGregor Park.

A few items to share:

We have been working for years to try and get a spot for the skate park and quite frankly are very disappointed that we continue to consider McGregor as the only viable spot. There is absolutely no safe way to access that site; anyway you consider using it, it is a driving destination which does nothing for our kids who live, work and attend one of the three schools here. The traffic combined with the (unsafe) route to access that site is an accident waiting to happen.

In addition to the lack of safe passage to that site (which I can talk about for days) is the horrible visibility once you're at the park. It's out of the way, not anywhere close to anything you would be visiting to do here in Capitola, and far away from school and work sites. What that means is a quiet, out of the way spot for lots of trouble to be taking place with no eyes to see what's going on.

We have tried to work with the City for some time on a viable spot for the skate park but cannot support this unsafe, out of the way, area. We do, however have a suggestion for a site that we would very much like to speak with you about and would welcome a few minutes of your time at some point, to share that information with you.

Regarding the Fireworks. Given that we are in the midst of the worst drought in the last 100 years I find it hideous that we would entertain a fireworks show. Considering we have a large body of water at our disposal, also does not give me comfort considering that body of water is the large marine sanctuary. I can't imagine the coastal commission would grant the permit; however aside from that the amount of traffic, congestion, litter and public nuisance that comes with a show of that magnitude is not something that would be healthy for our village.

I think it's generous of Mr. Monte to ask and to support what he feels is a great project but I don't think it's in the best interest of Capitola to move forward - with either the skate park or the fireworks show.

I wish that I could provide my support but I do not feel that I can.

Thank you for your time and please do let me know if you would like to meet regarding an alternative site for the skate park - we would very much like to speak with you and garner your support.

Sincerely,

Marie Martorella

Item #: 4.A. 10.A. Additional Materials.pdf

May 22, 2014

Dear Council,

This letter is in response to the discussion of the Monte Foundation's offer to fund the skatepark on "McDangerous" Drive in lieu of a permit to host his fireworks show. Unfortunately, I cannot support the Monte's Foundation's offer as I don't feel McGregor Drive is a safe place for our kids to be. That location has absolutely no safe way to access the area unless the kids get a ride in a vehicle and it's completely out of site from anything in Capitola and has terrible visibility for our community to support and monitor.

The Capitola Skate Park committee is working on another location that we would like to speak with you about so please let us know when would be the best time to meet.

Thank you for your time and consideration.

Sincerely,

Tricia Proctor
Riverview Dr. Capitola
t.proctor@nhs-inc.com
831/818-2566

MAY 22 2014
CITY OF CAPITOLA
CITY CLERK



CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: CITY MANAGER'S DEPARTMENT

SUBJECT: LIBRARY AD HOC COMMITTEE MEMBERSHIP, AND CONSIDER
APPOINTMENT(S) TO THE LIBRARY AD HOC COMMITTEE.

RECOMMENDED ACTION: Consider the number of members for the Library Ad Hoc Committee (Committee), and consider appointment(s) to the Committee.

BACKGROUND: At the April 24, 2014, City Council meeting Susan Westman was appointed as the seventh member to the Committee, and Council directed staff to continue advertising for appointment(s) until the May 1, 2014, filing deadline.

On May 7, 2014, the Committee met and provided a recommendation that the ideal committee size is seven to nine members. There are currently seven members.

DISCUSSION: Four applications from the following individuals were received by the application filing deadline:

- Beau Kayser
- Shirley Manis
- Sandra Sandoval
- Rebecca Wallo

ATTACHMENTS:

1. Applications
2. Current Committee Roster

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded
by City Manager: 

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FEB 26 2014

CITY OF CAPITOLA

CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Historical Museum Board
- Architect & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Planning Commission
- Other Committee LIBRARY AD HOC COMMITTEE

Name: MANIS SHIRLEY A.
Last First M.I.

Telephone: (831) 462-4126 0 (831) 419-4126
Home Business Cell

E-mail Address: smanis@cruzio.com

Physical Address of Residence: 2205 FRANCESCO CIRCLE, CAPITOLA, CA 95010

Mailing Address: (same)

Business Address: N/A

Occupation: RETIRED

Are you a resident of the City of Capitola? Yes No

Describe your qualifications and interest in serving on this Board/Commission/Committee: I AM A FORMER EDUCATOR (ELEM, MID SCHOOL, COMMUNITY COLL, ADULT ED), SOFTWARE PUBLICATIONS MANAGER, BUSINESS OWNER AND PUBLISHED CHILDREN'S BOOK AUTHOR. IN MAKING AUTHOR PRESENTATIONS, I HAVE SEEN THE CHANGING FACES OF LIBRARIES. I BELIEVE THIS COMMITTEE WILL BE A CHANCE TO HELP SHAPE

(Use additional paper, if necessary) THE FUTURE OF OUR TOWN'S LIBRARY.

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

2-25-14
Date

Shirley Manis
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk

420 Capitola Avenue, Capitola, CA 95010

For questions please call the City Clerk at (831) 475-7300



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MAR 18 2014

CITY OF CAPITOLA

CITY of CAPITOLA

BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

Application for:

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[Artist; Arts Professional; At Large Member]
Please underline category above.
- Finance Advisory Committee
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Please underline category above.
- Historical Museum Board
- Architect & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Planning Commission
- Other Committee AD HOC LIBRARY

Name: SANDOVAL, SANDRA COMMITTEE

Telephone: 831-316-8469 Home 831-316-8469 Business Same Cell

E-mail Address: ssandova130 att.net

Physical Address of Residence: 2113 FRANCESCO, CAPITOLA 95010

Mailing Address: SAME

Business Address: ---

Occupation: RETIRED

Are you a resident of the City of Capitola? Yes No

Describe your qualifications and interest in serving on this Board/Commission/Committee:

1. FREQUENT LIBRARY USER
2. INTEREST IN BOOKS, READING, ALTERNATE MEDIA
3. INTEREST IN ENHANCING QUALITY OF LIFE FOR ALL

(Use additional paper, if necessary) CAPITOLA RESIDENTS

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

3-18-14
Date

S. Sandoval
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk

420 Capitola Avenue, Capitola, CA 95010

For questions please call the City Clerk at (831) 475-7300

Sneddon, Su

To: City Council
Subject: FW: AD Hoc committee for the Library

I forget to mention I have a BA in English and love, love love books.

Sandra

Begin forwarded message:

APR 18 2014
CITY OF CAPITOLA
CITY CLERK

> From: Sandra Sandoval <ssandoval3@att.net>
> Subject: AD Hoc committee for the Library
> Date: April 18, 2014 10:13:53 AM PDT
> To: City_Council@ci.capitola.ca.us

> Dear Council Members:

> As the appointments to the above committee were moved up to the April 24 meeting from May I will be unable to attend as I will be in Boston.

> However, please consider my application and my desire to serve on the committee.

> I love the Capitola library. It is a tremendous resource for the community with its easy access, many programs and location next to the tot lot. The staff is stellar. I go there about 4 times a week and always notice it is packed with people. The internet stations are always full. Children play and read in the children's section. And there are always magazine and newspaper browsers. This is all beside the books and media borrowers!

> A larger library would be a huge enhancement to the community and I feel the same location would be appropriate and serve the greatest number of people without automobile congestion, location near apartments, condos and the Senior mobile home park on Clares.

> Sandra Sandoval
> 831 316 8469

RECEIVED

APR 11 2014



CITY OF CAPITOLA

CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Citizens are encouraged to serve on the various City Boards, Committees, and Commissions. Appointments are made at a public City Council meeting.

Application for:

- Art & Cultural Commission
[Artist; Arts Professional; At Large Member]
Please underline category above.
- Finance Advisory Committee
[Business Representative; At Large Member]
Please underline category above.
- Historical Museum Board
- Architect & Site Committee
[Architect; Landscape Architect; Historian]
Please underline category above.
- Traffic & Parking Commission
[Village Resident; Village Business Owner; At Large Member]
Please underline category above.
- Planning Commission
- Other Committee Capitola Library Ad Hoc

Name: Wallo Rebecca E. Committee
Last First M.I.

Telephone: 831-234-4611 650-823-5520
Home Business Cell

E-mail Address: Re.wallo@yahoo.com

Physical Address of Residence: 190 Douglas Drive, Soquel, CA

Mailing Address: Same 95073

Business Address: Same

Occupation: Consultant - Marketing & Project Management

Are you a resident of the City of Capitola? Yes No (previously for several years)

Describe your qualifications and interest in serving on this Board/Commission/Committee:
Lifelong reader & user of Capitola & other libraries. Would like to see Capitola have a great library - "a clean well-lit place to read" and relax.

(Use additional paper, if necessary)

Please Note: Appointment to this position may require you to file a conflict of interest disclosure statement with the City Clerk. This information is a public record and these statements are available to the public on request.

4/11/14
Date

Rebecca G. Wallo
Signature of Applicant

Mail or Deliver Application to:
Capitola City Hall
Attn: City Clerk
420 Capitola Avenue, Capitola, CA 95010

For questions please call the City Clerk at (831) 475-7300

* Previously served on Capitola Begonia Festival committee (2012). Have background in marketing & communications & business.

Rebecca E. Wallo
190 Douglas Drive, Soquel, CA 95073
Cell: 650.823.5528 Email: rwintl@hotmail.com

APR 28 2014
CITY OF CAPITOLA
CITY CLERK

SUMMARY

Communications professional with expertise in marketing and sales. Skilled executive administrator and project manager. Excellent rapport with business owners and decision makers.

AREAS OF EXPERTISE

SELECTED RELEVANT EXPERIENCE

Executive Administration

As an independent contractor (**RWI**), support client marketing programs, handle their administrative work and provide project management
Responsible for office management and international travel while at **ANZU**
Managed regional sales events throughout the U.S. for **WhiteHat Security**
At **RWINTL**, directed marketing strategies for commercial real estate developers in the U.S. and in Costa Rica

Communications

Created **Digital Microwave's** first communications plan; directed international roll-out of their updated corporate identity program
Provided **Ellen Communications** clients with marketing and publicity tools; managed their trade shows and special events

Investor Relations

Developed and successfully implemented an international investor communications program for **Business Objects**
Developed strategies for communications with Wall Street during **NETCOM** acquisition by ICG

PROFESSIONAL ACCOMPLISHMENTS

RWI <u>Independent Contractor</u>	Santa Cruz, CA	2011-Present
ANZU <u>Office/Project Manager</u> International consulting firm to the food processing industry; laid off when business collapsed	Marina, CA	2010-2011
WhiteHat Security <u>Office Manager</u> Firm focused on web site security	Santa Clara, CA	2008-2010

Seven Canyons <u>Sales/Executive Assistant</u> Upscale private residence and golf club; laid off when resort lost funding for expansion	Sedona, AZ	2007-2008
Pacific Systems <u>Executive/Administrative Assistant</u> One-year contract position for firm specializing in surveillance systems	Capitola, CA	2006-2007
RWINTL <u>Communications/Project Manager</u> Independent consultant supporting business executives in U.S. and Costa Rica	California/Costa Rica	2002-2006
Business Objects <u>Senior Director, Investor Relations</u> Leading provider of business intelligence software, with headquarters in California and France	San Jose, CA	1998-2001
NETCOM <u>Director, Investor Relations</u> Internet Service Provider with in-house network. Laid off when firm purchased.	San Jose, CA	1997-1998
Digital Microwave Corporation <u>Director, Corporate Communications</u> Key provider of wireless solutions for broadband	San Jose, CA	1993-1997
Ellen Communications <u>Consultant</u> Independent marketing/communications firm focused on technology	Palo Alto, CA	1986-1993
INTEL <u>Manager, Corporate Communications</u> Leading worldwide supplier of semiconductors	Santa Clara, CA	1981-1985

EDUCATION

M.B.A, Pepperdine University

B.A., Portland State University

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**City of Capitola**

420 Capitola Avenue
 Capitola, CA 95010
 (831) 475-7300
 FAX (831) 479-8879

CITY OF CAPITOLA

**CURRENT
 LIBRARY AD HOC COMMITTEE MEMBERS**

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE/EMAIL ADDRESS</u>
Gorson, Barbara Appointed 04/24/14	617 Riverview Drive Capitola, CA 95010	(831) 464-6717 gorson@pacbell.net
Ortiz, Gayle Appointed 04/24/14	517 Riverview Drive Capitola, CA 95010	(831) 476-7016 gayle@gocapitola.com
Steingrube, Lisa Appointed 04/24/14	701 Monterey Avenue Capitola, CA 95010	Day: (831) 332-7920 Eve: (831)462-2577 lisasteingrube@gmail.com
Kraemer, Dave Appointed 04/24/14	413 Pine Street Capitola, CA 95010	(831) 566-2723 david_kraemer2001@yahoo.com
Termini, Michael Appointed 04/24/14	503 Oak Drive Capitola, CA 95010	(831) 476-6206 michael@triadelectric.com
Norton, Dennis Appointed 04/24/14	712 Capitola Avenue #C Capitola, CA 95010	(831) 476-2616 dnortondesigns@msn.com
Westman, Susan Appointed 04/24/14	507 Riverview Drive Capitola, CA 95010	(831) 462-4362 Susan@bestwestman.com

STAFF REPRESENTATIVE:

Liz Nichols, Exec. Assistant to the City Manager
 (831) 475-7300, Ext. 226
lnichols@ci.capitola.ca.us

Revised: 4/25 ss

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CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: OFFICE OF THE CITY CLERK

SUBJECT: MINUTES OF THE MAY 8, 2014, REGULAR CITY COUNCIL MEETING

RECOMMENDED ACTION: Approve the subject minutes as submitted.

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

ATTACHMENTS:

1. May 8, 2014, Regular City Council Meeting

Report Prepared By: Susan Sneddon, CMC
City Clerk

Reviewed and Forwarded
By City Manager: 

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**CAPITOLA CITY COUNCIL
REGULAR MEETING ACTION SUMMARY
THURSDAY, MAY 8, 2014**

CLOSED SESSION – 6:45 PM

CALL TO ORDER

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Govt. Code §54956.9)

Rae Ellen Leonard vs. the City of Capitola et al.
[United States District, Case #C13-3714]

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

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Council Members Stephanie Harlan, Dennis Norton, Ed Bottorff, Michael Termini, and Mayor Sam Storey

2. PRESENTATIONS

A. Mayor's Proclamation regarding "National Poetry Month," and poetry reading by 2014-15 Santa Cruz County Poet Laureate Ellen Bass. [120-40]

Received by Jim Brown, Arts Council Santa Cruz County Grants and Technical Assistance Manager.

Ellen Bass, Santa Cruz County Poet Laureate, provided a poetry reading.

B. Mayor's Proclamation in recognition and appreciation to retiring Leslie White, Santa Cruz Metropolitan Transit District General Manager.

Leslie White was not present to receive the proclamation.

3. REPORT ON CLOSED SESSION

Barbara Choi, Assistant City Attorney, stated that the City Council received a status report regarding Rae Ellen Leonard vs. the City of Capitola et al.; there was no reportable action.

4. ADDITIONAL MATERIALS (None provided)

5. ADDITIONS AND DELETIONS TO AGENDA (None provided)

6. PUBLIC COMMENTS (None provided)

7. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

Council Member Termini congratulated the Art and Cultural Commission for the new iPhone app which provides a self-guided tour of public art and historic sites in the City. He stated that on May 14, 2014, the Santa Cruz County Chapter of the American Red Cross will be honoring local heroes at the 9th Annual Heroes Breakfast. In addition on May 15, 2014, the Art & Wine Festival Kick-Off Auction will be held at Bargetto Winery in Soquel.

Council Member Norton stated that there was a good attendance at the City's Open Streets at the Capitola Esplanade on Sunday, May 4, 2014. He requested that the City's representative to the Santa Cruz Metropolitan Transit District Board provide an update to the City Council. In addition, he stated that the grand opening of the Art of Santa Cruz at the Capitola Mall was held earlier this evening.

Council Member Bottorff stated that the new Lower Pacific Cove Parking Lot was open for the first time on May 8, 2014, and it appeared to be a huge success.

Item #: 9.A. Attach 1.pdf

CAPITOLA CITY COUNCIL ACTION MINUTES – Thursday, May 8, 2014

Council Member Harlan stated she and others toured the Elkhorn Slough provided by Save Our Shores, and those present learned about this marine protected area.

8. BOARDS, COMMISSIONS AND COMMITTEES APPOINTMENTS (None provided)

9. CONSENT CALENDAR

A. Consider approving the City Council Minutes of the Regular Meeting held on April 24, 2014.

B. Receive Planning Commission Action Minutes for the Regular Meeting of May 1, 2014. [740-50]

ACTION Motion made by Council Member Termini, seconded by Council Member Harlan, to approve Items 9.A. and 9.B. on the Consent Calendar. The motion carried unanimously.

10. GENERAL GOVERNMENT / PUBLIC HEARINGS

A. Receive update regarding the Santa Cruz County Library Joint Powers Authority. [230-10]

The City Council received the update.

B. Consider a Resolution adopting the City's General Plan Update and a Resolution certifying the Final Environmental Impact Report, adopting the Mitigation Monitoring and Reporting Program and Statement of Overriding Considerations. [740-40]

The following public comments were received requesting that more evaluation be given with regards to the protection and enhancement of Quality of life which is a guiding principle in the General Plan Update.

- Ron Skelton, local resident
- Adam Samuels, El Salto Drive

ACTION Motion made by Council Member Termini seconded by Council Member Harlan, to continue this item. The motion carried unanimously.

11. ADJOURNMENT

Mayor Storey adjourned the meeting at 8:50 p.m. to the Special Budget Study Session of the City Council and the Successor Agency to be held on Wednesday, May 21, 2014, at 6:00 p.m., in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

Sam Storey, Mayor

ATTEST:

_____, CMC
Susan Sneddon, City Clerk



**CITY COUNCIL
AGENDA REPORT
MEETING OF MAY 22, 2014**

FROM: FINANCE DEPARTMENT

SUBJECT: CITY CHECK REGISTER REPORT

RECOMMENDED ACTION: Approve the attached Check Register Reports for April 18, April 25, May 2, and May 9, 2014.

DISCUSSION: Check Registers are attached for:

Date	Starting Check #	Ending Check #	Total Checks/EFT	Amount
4/18/14	77052	77118	67	\$84,673.85
4/25/14	77119	77166	48	\$86,170.81
5/2/14	77167	77224	58	\$410,331.65
5/2/14	3616(Payroll)	3619	4	\$7,175.60
5/9/14	77225	77293	69	\$120,935.21
5/9/14	5000(SA)	5000	1	\$52,681.25

The check register of April 11, 2014 ended with check #77051.

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

Check	Issued to:	Dept.	Purpose	Amount
77059	Bank of America	CM	Mar2014 Credit Card Charges	\$16,897.06
77098	SCC Auditor-Controller	PD	Citation Surcharges	\$11,261.00
77126	Bowman & Williams	PW	Mar Eng Svcs, Pac Cove	\$11,568.75
77163	Whitlow Concrete	PW	Esplanade Sidewalk Project	\$26,360.50
77170	Atchison, Barisone, et al	CM	Mar2014 Legal Services	\$15,239.89
77177	Cale American	PW	6 Pay Stations, Pac Cove Lot	\$68,418.29
77181	Troy Corliss	CM	41 st Ave Median Art	\$13,083.00
77196	Lehr Auto Electric	PD	Vehicle Electronics	\$11,471.07
77211	Water Rock Construction	PW	Pac Cove Proj, progress pymt	\$246,415.00
77236	CalPERS	FIN	Prefund OPEB Liabilities	\$42,000.00
77264	New World Systems	FIN	Software Maint, to 4/2015	\$16,880.00
5000	SCC Auditor-Controller	FIN	Return RDA Disallowed Transfer	\$52,681.25

ATTACHMENTS:

1. Check Register for April 18, 2014
2. Check Register for April 25, 2014
3. Check Register for May 2, 2014
4. Check Register for May 9, 2014

Report Prepared By: Linda Benko
Accounts Payable Clerk

Reviewed and Forwarded
by City Manager: 

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Checks dated 4/18/14 numbered 77052 to 77118 for a total of \$84,673.85 have been reviewed and authorized for distribution by the City Manager.

As of 4/18/14 the unaudited cash balance is \$3,173,072

CASH POSITION - CITY OF CAPITOLA 4/18/14

	<u>Net Balance</u>
General Fund	\$ 1,152,957
Contingency Reserve Fund	\$ 1,421,996
Worker's Comp. Ins. Fund	\$ 114,153
Self Insurance Liability Fund	\$ 151,846
Stores Fund	\$ (4,581)
Information Technology Fund	\$ 87,499
Equipment Replacement	\$ 182,508
Compensated Absences Fund	\$ 66,694
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,173,072

The Emergency Reserve Fund Balance is \$569,705.54 (not included above).



 Tori Hannah, Finance Director

4/18/2014

 Date



 Christine McBroom, City Treasurer

4/29/2014

 Date

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77052	04/18/2014 Invoice 965467-6	Open	Date 04/09/2014	Description Concrete mixer	A TOOL SHED	\$75.00
77053	04/18/2014 Invoice 1100	Open	Date 04/04/2014	Description CDBG Grant Appl Progress Billing	ADAMS ASHBY GROUP, LLC	\$1,710.00
77054	04/18/2014 Invoice 981851510-2014	Open	Date 03/21/2014	Description Ins Coverage 5/1/14 to 5/1/15 Fund 2213, Self-Insurance Fund	ALLIED INSURANCE	\$1,096.00
77055	04/18/2014 Invoice 45884 45878	Open	Date 04/09/2014 04/04/2014	Description Keys Keys - PW Ford	ALLSAFE LOCK COMPANY	\$45.29
77056	04/18/2014 Invoice 371591	Open	Date 04/10/2014	Description Top soil	APTOS LANDSCAPE SUPPLY, INC.	\$41.14
77057	04/18/2014 Invoice 674-Apr14 624-Apr14	Open	Date 04/01/2014 04/01/2014	Description Long Distance Service, Apr 2014 Long Distance Service, Apr 2014	AT&T	\$8.77
77058	04/18/2014 Invoice 5220687	Open	Date 03/21/2014	Description Telephone Service, All Sites Fund 1000, Gen Fund=\$1318.80 Fund 2211, IT=\$338.99	AT&T/CALNET 2	\$1,657.79
77059	04/18/2014 Invoice 3220-Mar2014	Open	Date 04/06/2014	Description City Credit Card Charges, Mar 2014 Fund 1000, Gen Fund=\$6257.55 Fund 1300, SLESF=\$3265.76 Fund 1320, PEG=\$2363.82 Fund 2211, IT=\$5009.93	BANK OF AMERICA	\$16,897.06
77060	04/18/2014 Invoice 259512	Open	Date 03/28/2014	Description Ben's wheelchair	BATTERIES PLUS	\$519.58
77061	04/18/2014 Invoice 1349-1350 1362	Open	Date 03/31/2014 03/31/2014	Description March Traffic Signal Maint Traffic Signal Knockdown at 41st Ave Fund 1300, Gas Tax Fund	BEAR ELECTRICAL SOLUTIONS, INC.	\$7,565.00
77062	04/18/2014 Invoice 71316	Open	Date 03/21/2014	Description K-9 Kaite retire shadow box	BRINKS AWARDS & SIGNS	\$391.50

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77063	04/18/2014 Invoice OpenSts	Open	Date 04/02/2014	Description TShirts, Open Streets Fund 1040, Donations	BROPRINTS INC.	\$951.02
77064	04/18/2014 Invoice POA4-18-14	Open	Date 04/17/2014	Description POA Dues, employee funded	CAPITOLA PEACE OFFICERS ASSOC	\$1,598.75
77065	04/18/2014 Invoice 420543	Open	Date 03/25/2014	Description Evidence supplies	CHIEF SUPPLY	\$66.43
77066	04/18/2014 Invoice 1397128	Open	Date 03/18/2014	Description Cleaning supplies	CLEAN SOURCE	\$2,261.31
77067	04/18/2014 Invoice 46158	Open	Date 04/01/2014	Description Muni Code Electronic Updates	CODE PUBLISHING COMPANY INC.	\$150.15
77068	04/18/2014 Invoice 117815	Open	Date 03/18/2014	Description Chain	COORDINATED WIRE ROPE	\$200.26
77069	04/18/2014 Invoice 14131	Open	Date 03/25/2014	Description Pac Cove Parking Lot Overhead Service Fund 1200, CIP	DARREL VARNI ELECTRIC, INC	\$5,895.00
77070	04/18/2014 Invoice 7687076 7700586 7700587 7700588 7716896	Open	Date 03/19/2014 03/21/2014 03/21/2014 03/21/2014 03/25/2014	Description Drip irrigation supplies Drip irrigation supplies Drip irrigation supplies Drip irrigation supplies Drip irrigation supplies	EWING IRRIGATION	\$524.56
77071	04/18/2014 Invoice CASAT24541 CASAT24542	Open	Date 03/31/2014 03/31/2014	Description Auto parts, PD72 Auto Parts, PD72	FASTENAL COMPANY	\$9.82
77072	04/18/2014 Invoice 33	Open	Date 04/11/2014	Description BIA Services, March 2014 Fund 1321, BIA	FERRASCI-HARP, AMY	\$930.00
77073	04/18/2014 Invoice 7650	Open	Date 04/10/2014	Description Display Cases, Museum	GARY'S PLASTIC PLACE	\$271.88

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77074	04/18/2014 Invoice 111569	Open	Date 03/18/2014	Description Feb 2014 Legal Exp	GOLDFARB & LIPMAN, LLP	\$504.00
77075	04/18/2014 Invoice 20140403	Open	Date 04/03/2014	Description Professional Services 3/3/14-3/31/14	HYDROSCIENCE ENGINEERS INC.	\$1,315.00
77076	04/18/2014 Invoice ICMA4-18-14	Open	Date 04/17/2014	Description Retirement Contr, Employee Funded	ICMA RETIREMENT TRUST 457	\$4,289.16
77077	04/18/2014 Invoice 7583 7585	Open	Date 03/20/2014 03/20/2014	Description Traffic paint Traffic paint Fund 1310, Gas Tax	INTERSTATE SALES	\$3,447.27
77078	04/18/2014 Invoice 1469	Open	Date 04/15/2014	Description Bench	JAQUA OF CALIFORNIA	\$369.75
77079	04/18/2014 Invoice 1407006	Open	Date 03/25/2014	Description Ad for Senior Accountant	JOBS AVAILABLE	\$351.00
77080	04/18/2014 Invoice 2014-00000457	Open	Date 03/18/2014	Description Early Spring Instructor Payments 2014	LAURA MALLON/SINGING WOOD	\$292.50
77081	04/18/2014 Invoice 01-095454	Open	Date 03/25/2014	Description LVDS Cable Fund 2211, IT	LEHR AUTO ELECTRIC	\$265.28
77082	04/18/2014 Invoice LIUNA4-Apr2014	Open	Date 04/17/2014	Description Pension Dues, Employee Funded	LIUNA PENSION FUND	\$660.00
77083	04/18/2014 Invoice 375997 375362 375370	Open	Date 03/25/2014 03/19/2014 03/19/2014	Description Shop equipment, Fleet Auto parts, PD061 Auto parts, John Deere Loader	MID-COUNTY AUTO SUPPLY	\$717.48
77084	04/18/2014 Invoice 85487	Open	Date 04/02/2014	Description Apr Storage, Mar Handling, Rcds Mgmt	MILLER'S TRANSFER & STORAGE CO	\$339.50
77085	04/18/2014 Invoice Mar2014	Open	Date 03/31/2014	Description Mar2014 Uniform & Mat Cleaning Services	MISSION LINEN SUPPLY	\$875.64

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77086	04/18/2014	Open			MONTEREY BAY AREA SELF INS	\$284.18
	Invoice		Date	Description	Amount	
	MBA11-0410b		03/25/2014	MBCOC Claim	\$284.18	
				Fund 2213, Self-Ins Liability		
77087	04/18/2014	Open			MONTEREY BAY SYSTEMS	\$1,310.64
	Invoice		Date	Description	Amount	
	202668		03/20/2014	Acct 4754242, Contract 21883-02, Q1 201	\$788.15	
	202810		03/21/2014	Acct CO01, Contract 20168-06, Q1 2014	\$522.49	
				Fund 1000, Gen Fund=\$788.15		
				Fund 2211, IT=\$522.49		
77088	04/18/2014	Open			PALACE ART & OFFICE SUPPLIES	\$409.28
	Invoice		Date	Description	Amount	
	257199		03/24/2014	Office supplies-PD	\$148.93	
	258369		04/01/2014	Office supplies	\$109.94	
	259692		04/09/2014	Ergonomic supplies E. Gonzalez	\$150.41	
77089	04/18/2014	Open			PAPE MACHINERY	\$472.22
	Invoice		Date	Description	Amount	
	8880949		04/08/2014	Parts for John Deere Loader	\$472.22	
77090	04/18/2014	Open			PITNEY BOWES INC.	\$208.80
	Invoice		Date	Description	Amount	
	379684		04/03/2014	Postage Meter Rental, City Hall	\$208.80	
				Fund 2210, Stores		
77091	04/18/2014	Open			PK SAFETY SUPPLY	\$341.04
	Invoice		Date	Description	Amount	
	209689		03/24/2014	Safety supplies	\$341.04	
77092	04/18/2014	Open			PLATINUM TINTING	\$295.00
	Invoice		Date	Description	Amount	
	465080		04/03/2014	Tint for new K-9 vehicle	\$295.00	
				Fund 2212, Equip Replacement		
77093	04/18/2014	Open			PODS ENTERPRISES INC.	\$334.96
	Invoice		Date	Description	Amount	
	050-384270		04/03/2014	Apr 18-May 18 POD #629b50	\$167.48	
	050384540		04/04/2014	POD #704b50	\$167.48	
77094	04/18/2014	Open			PRAXAIR DISTRIBUTION INC.	\$103.95
	Invoice		Date	Description	Amount	
	48846330		03/28/2014	Gases, Corp Yd	\$103.95	
77095	04/18/2014	Open			ROTO-ROOTER	\$203.00
	Invoice		Date	Description	Amount	
	34349		03/31/2014	Drain Clearing, Rec Center	\$203.00	
77096	04/18/2014	Open			ROYAL WHOLESALE ELECTRIC	\$53.76
	Invoice		Date	Description	Amount	
	7719-579935		03/20/2014	PVC - PCPL	\$53.76	

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77097	04/18/2014	Open			SAN LORENZO/ProBUILD	\$276.14
	Invoice		Date	Description		Amount
	55-22879		04/03/2014	Painting Supplies		\$33.47
	55-24037		04/08/2014	Lumber, Pac Cove		\$43.61
	55-24023		04/08/2014	Clay Spade, Pac Cove		\$107.16
	55-24143		04/14/2014	Field marking chalk REC		\$91.90
77098	04/18/2014	Open			SCC AUDITOR-CONTROLLER	\$11,261.00
	Invoice		Date	Description		Amount
	Mar2014		03/31/2014	Citation Surcharges, Mar2014		\$11,261.00
77099	04/18/2014	Open			SCC INFORMATION SERVICES	\$521.99
	Invoice		Date	Description		Amount
	Apr 2014		04/08/2014	Open query scan April 2014		\$521.99
77100	04/18/2014	Open			SANTA CRUZ SENTINEL	\$196.00
	Invoice		Date	Description		Amount
	747811		03/31/2014	Employment Ad-Rec		\$196.00
77101	04/18/2014	Open			SOQUEL NURSERY GROWERS, INC.	\$12.45
	Invoice		Date	Description		Amount
	318955		03/19/2014	Plants		\$12.45
77102	04/18/2014	Open			SPRINT	\$3,073.56
	Invoice		Date	Description		Amount
	974855313-148		03/21/2014	City Cell Phone Service		\$3,073.56
77103	04/18/2014	Open			STAPLES	\$761.70
	Invoice		Date	Description		Amount
	1029570961		03/08/2014	Printer, Memory Stick		\$217.97
	1054233171		04/01/2014	Monitor		\$543.73
				Fund 2211, IT		
77104	04/18/2014	Open			TMT ENTERPRISES, INC.	\$865.65
	Invoice		Date	Description		Amount
	71159		03/18/2014	Pitching mound clay		\$378.45
	71160		03/18/2014	Clay bricks		\$487.20
77105	04/18/2014	Open			UNITED PARCEL SERVICE	\$21.71
	Invoice		Date	Description		Amount
	954791144		04/05/2014	Shipping		\$21.71
77106	04/18/2014	Open			UNITED STATES POSTAL SERVICE	\$4,700.00
	Invoice		Date	Description		Amount
	6628		04/14/2014	Postage for 2014 Summer brochure		\$4,700.00
77107	04/18/2014	Open			UNITED WAY OF SCC	\$50.00
	Invoice		Date	Description		Amount
	UW-Apr2014		04/17/2014	Exp & Benefits related to 4/18/14 Payroll		\$50.00

City Checks Issued 4/18/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount	
77108	04/18/2014 Invoice	Open			US BANCORP EQUIPMENT FINANCE	\$715.66	
	250841640		04/04/2014	Contract 500-0306481-000, Canon IR2525		\$172.06	
	250841707		04/04/2014	Contract 500-0332346-000, Konica C452		\$543.60	
				Fund 1000, Gen Fund=\$543.60			
				Fund 2211. IT=\$172.06			
77109	04/18/2014 Invoice	Open			US Bank Institutional Trust	\$385.08	
	PARS4-18-14		04/17/2014	Retirement Plan Contr, Employee Funded		\$385.08	
77110	04/18/2014 Invoice	Open			WILSON, LORRIE	\$86.75	
	4/9/14		04/08/2014	Lunch for the Executive CJC meeting		\$86.75	
77111	04/18/2014 Invoice	Open			ZUMAR INDUSTRIES INC.	\$174.92	
	151537		03/24/2014	Wharf signs		\$174.92	
				Fund 1311, Wharf Fund			
77112	04/18/2014 Invoice	Open			Borger, Ellen	\$500.00	
	13-140		04/11/2014	Refund Tree Removal Deposit		\$500.00	
77113	04/18/2014 Invoice	Open			Hartung, Robert	\$36.00	
	2014-00000494		04/01/2014	Refund cite #1314707		\$36.00	
77114	04/18/2014 Invoice	Open			Henderson, Jon	\$36.00	
	2014-00000493		04/01/2014	refund cite #14137934		\$36.00	
77115	04/18/2014 Invoice	Open			Herrera, Ellen	\$72.00	
	2014-00000499		04/14/2014	Refund cite 12135996		\$72.00	
77116	04/18/2014 Invoice	Open			Sheraton Garden Grove	\$294.84	
	2014-00000495		04/08/2014	SLI Sloma POST		\$294.84	
77117	04/18/2014 Invoice	Open			Sheraton San Diego	\$283.68	
	2014-00000491		04/08/2014	SLI Gonzalez POST		\$283.68	
77118	04/18/2014 Invoice	Open			Somayeh, Azodi	\$39.00	
	2014-00000492		04/01/2014	Refund cite 14138173		\$39.00	
Check Totals:				Count	67	TOTAL	\$84,673.85

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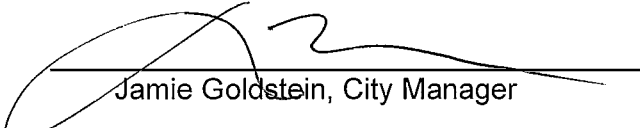
Checks dated 4/25/14 numbered 77119 to 77166 for a total of \$86,170.81 have been reviewed and authorized for distribution by the City Manager.

As of 4/25/14 the unaudited cash balance is \$3,112,360

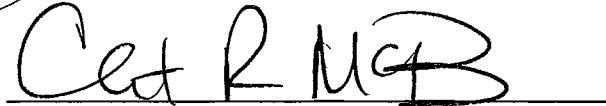
CASH POSITION - CITY OF CAPITOLA 4/25/14

	<u>Net Balance</u>
General Fund	\$ 829,850
Contingency Reserve Fund	\$ 1,461,155
Worker's Comp. Ins. Fund	\$ 218,003
Self Insurance Liability Fund	\$ 200,595
Stores Fund	\$ 5,423
Information Technology Fund	\$ 121,749
Equipment Replacement	\$ 208,890
Compensated Absences Fund	\$ 66,694
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,112,360

The Emergency Reserve Fund balance is \$676,905.54 (not included above).



 Jamie Goldstein, City Manager



 Christine McBroom, City Treasurer

 4/25/14
 Date

 4/29/2014
 Date

City Checks Issued 4/25/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77119	04/25/2014	Open			ANTHEM SPORTS	\$322.94
	Invoice		Date	Description		Amount
	99884		04/02/2014	Sports field equipment		\$322.94
77120	04/25/2014	Open			APTOS LANDSCAPE SUPPLY, INC.	\$331.26
	Invoice		Date	Description		Amount
	371053		04/02/2014	Wood chips		\$110.42
	371043		04/02/2014	Wood chips		\$110.42
	371035		04/02/2014	Wood chips		\$110.42
77121	04/25/2014	Open			AUTOMATION TEST ASSOCIATES	\$25.00
	Invoice		Date	Description		Amount
	41013		04/22/2014	April 2014 Wharf Meter Reading Fund 1311, Wharf Fund		\$25.00
77122	04/25/2014	Open			BATTERIES PLUS	\$154.40
	Invoice		Date	Description		Amount
	314-260454		04/16/2014	Big Belly batteries		\$154.40
77123	04/25/2014	Open			BAY PHOTO LAB	\$127.16
	Invoice		Date	Description		Amount
	3751821		04/01/2014	Prints for display for local business		\$127.16
77124	04/25/2014	Open			BEAR ELECTRICAL SOLUTIONS, INC.	\$610.50
	Invoice		Date	Description		Amount
	1370		03/31/2014	CCU repair and install @ 41st Ave/Capitol Fund 1310, Gas Tax		\$610.50
77125	04/25/2014	Open			BEYERS, FRED	\$198.00
	Invoice		Date	Description		Amount
	2014-00000500		04/18/2014	Softball Umpire March 31 to April 18 2014		\$198.00
77126	04/25/2014	Open			BOWMAN & WILLIAMS, INC.	\$11,568.75
	Invoice		Date	Description		Amount
	8244		04/04/2014	Pac Cove Professional Services for March Fund 1421, Pac Cove		\$11,568.75
77127	04/25/2014	Open			CA DEPARTMENT OF TRANS.	\$1,524.75
	Invoice		Date	Description		Amount
	SL140761		04/14/2014	Q1 2014 Signals & Lighting Fund 1310, Gas Tax		\$1,524.75
77128	04/25/2014	Open			CADILLAC DESIGNS INC.	\$1,040.00
	Invoice		Date	Description		Amount
	3046x		04/22/2014	Banners, Open Streets Fund 1040, Donations		\$1,040.00
77129	04/25/2014	Open			CALE AMERICA INC.	\$1,475.00
	Invoice		Date	Description		Amount
	132118		03/27/2014	March 2014 active meters		\$1,475.00
77130	04/25/2014	Open			CASEY PRINTING	\$4,606.86
	Invoice		Date	Description		Amount
	25464011		03/07/2014	Printing of Late Spring brochure, Rec		\$4,606.86

City Checks Issued 4/25/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77131	04/25/2014	Open			Charter Communications	\$469.23
	Invoice		Date	Description	Amount	
	Apr2014		04/09/2014	Acct 8203-11-680-0000178, Consolidated Fund 2211, IT	\$469.23	
77132	04/25/2014	Open			CHIEF SUPPLY	\$62.83
	Invoice		Date	Description	Amount	
	425346		04/01/2014	Evidence supplies	\$62.83	
77133	04/25/2014	Open			CLEAN BUILDING MAINTENANCE	\$4,164.30
	Invoice		Date	Description	Amount	
	12439		03/31/2014	Facility Cleaning Services - March 2014 Fund 1000, Gen Fund=\$3946.80 Fund 1311, Wharf Fund=\$217.50	\$4,164.30	
77134	04/25/2014	Open			CLEAN SOURCE	\$2,672.83
	Invoice		Date	Description	Amount	
	1405736		03/28/2014	Cleaning Supplies	\$1,452.39	
	1405736-01		04/01/2014	Doggie bags	\$48.94	
	1423343		04/11/2014	Cleaning supplies	\$1,171.50	
77135	04/25/2014	Open			CRYSTAL SPRINGS WATER CO.	\$273.50
	Invoice		Date	Description	Amount	
	2014-00000508		03/31/2014	Drinking Water, all Sites	\$273.50	
77136	04/25/2014	Open			D & G SANITATION	\$77.94
	Invoice		Date	Description	Amount	
	210652		03/31/2014	Fence rental	\$77.94	
77137	04/25/2014	Open			EWING IRRIGATION	\$161.84
	Invoice		Date	Description	Amount	
	7724009		03/26/2014	Drip Irrigation supplies	\$47.79	
	7730404		03/27/2014	Drip irrigation supplies	\$40.66	
	7737048		03/28/2014	Drip irrigation supplies	\$73.39	
77138	04/25/2014	Open			FLYERS ENERGY, LLC	\$4,030.73
	Invoice		Date	Description	Amount	
	14-955810		04/11/2014	600 Gal Ethanol	\$2,581.83	
	14-955812		04/11/2014	54 Gal Diesel	\$212.63	
	1-953038		04/03/2014	298 Gal Ethanol	\$1,236.27	
77139	04/25/2014	Open			FREITAS & FREITAS, INC.	\$3,315.00
	Invoice		Date	Description	Amount	
	20140503		04/01/2014	Professional Consulting - March 2014	\$3,315.00	
77140	04/25/2014	Open			Geo. H. Wilson, Inc.	\$597.50
	Invoice		Date	Description	Amount	
	000107149		03/25/2014	Lawn Way pump	\$312.50	
	000107167		03/26/2014	HVAC maintenance - CPD	\$285.00	
77141	04/25/2014	Open			GRAHAM-GARCIA, BARBARA	\$250.00
	Invoice		Date	Description	Amount	
	169		04/09/2014	Ergonomic Evaluation, Gonzalez (PD)	\$250.00	

City Checks Issued 4/25/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77142	04/25/2014	Open			GRIZZLY POWDERCOATING OF SCC	\$1,861.35
	Invoice		Date	Description	Amount	
	100		04/03/2014	Powdercoat Village Trash cans	\$1,861.35	
77143	04/25/2014	Open			HOME DEPOT CREDIT SERVICES	\$21.01
	Invoice		Date	Description	Amount	
	3026765		04/16/2014	Memorial Bench Supplies	\$21.01	
77144	04/25/2014	Open			LOOMIS	\$796.62
	Invoice		Date	Description	Amount	
	11405060		03/31/2014	Armored car service	\$796.62	
77145	04/25/2014	Open			McMENAMIN, GEORGE	\$675.00
	Invoice		Date	Description	Amount	
	riparian 21		04/21/2014	Riparian Restoration FY 13/14	\$675.00	
77146	04/25/2014	Open			MICROFLEX CORP #774353	\$389.12
	Invoice		Date	Description	Amount	
	in1446851		04/01/2014	Gloves	\$389.12	
77147	04/25/2014	Open			MID-COUNTY AUTO SUPPLY	\$120.50
	Invoice		Date	Description	Amount	
	376308		03/27/2014	Shop Tool	\$110.64	
	376751		04/01/2014	Auto Parts - PD 111	\$9.86	
77148	04/25/2014	Open			MISSION PRINTERS	\$319.19
	Invoice		Date	Description	Amount	
	48150		03/31/2014	Volunteer Dinner Invitations	\$319.19	
77149	04/25/2014	Open			NATIVE REVIVAL NURSERY	\$100.58
	Invoice		Date	Description	Amount	
	12004A		03/25/2014	Soquel Creek plants	\$100.58	
77150	04/25/2014	Open			PALACE ART & OFFICE SUPPLIES	\$321.10
	Invoice		Date	Description	Amount	
	260536		04/16/2014	Office Supplies, City Hall	\$65.59	
	260979-1		04/21/2014	Bandages - City Hall	\$4.71	
	260979-0		04/18/2014	Office Supplies - City Hall	\$250.80	
				Fund 2210, Stores		
77151	04/25/2014	Open			PHOENIX GROUP INFORMATION SYS	\$1,207.77
	Invoice		Date	Description	Amount	
	22014070		03/27/2014	Feb. 2014 Citation Processing, PD	\$1,207.77	
77152	04/25/2014	Open			PITNEY BOWES INC.	\$208.99
	Invoice		Date	Description	Amount	
	8538-Apr14		04/14/2014	Postage for postage meter REC	\$208.99	
77153	04/25/2014	Open			PREFERRED BENEFIT INSURANCE	\$5,791.03
	Invoice		Date	Description	Amount	
	EIA10458		04/21/2014	Dental & Vision Claims Paid Feb2014	\$5,791.03	

City Checks Issued 4/25/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77154	04/25/2014	Open			REED, DANIEL	\$198.00
	Invoice		Date	Description		Amount
	2014-00000501		04/18/2014	Softball Umpire March 31 to April 18 2014		\$198.00
77155	04/25/2014	Open			SAFARILAND LLC	\$184.39
	Invoice		Date	Description		Amount
	14-035635		03/25/2014	Latent print kits-PD		\$184.39
77156	04/25/2014	Open			SCC DEPT OF PUBLIC WORKS	\$2,649.00
	Invoice		Date	Description		Amount
	FluorBulbs 13/14		04/10/2014	Capitola Portion of Fluor Lightbulb Takleba		\$2,649.00
77157	04/25/2014	Open			SCC ENVIRONMENTAL HEALTH SVC	\$1,195.00
	Invoice		Date	Description		Amount
	IN0069877		04/17/2014	Health Permit-Corp Yard		\$1,195.00
77158	04/25/2014	Open			SOQUEL CREEK WATER DISTRICT	\$1,896.44
	Invoice		Date	Description		Amount
	2014-00000506		04/11/2014	Monthly Water Usage, Irrigation		\$1,896.44
				Fund 1000, Gen Fund=\$1598.82		
				Fund 1311, Wharf Fund=\$297.62		
77159	04/25/2014	Open			SOQUEL NURSERY GROWERS, INC.	\$272.48
	Invoice		Date	Description		Amount
	319045		03/25/2014	Plants - Soquel Creek Park		\$146.99
	319142		03/27/2014	Plants - Soquel Creek Park		\$125.49
77160	04/25/2014	Open			TASHNICK, BILL	\$33.00
	Invoice		Date	Description		Amount
	2014-00000502		04/18/2014	Softball Umpire March 31 to April 18 2014		\$33.00
77161	04/25/2014	Open			THE HARTFORD-PRIORITY ACCOUNT	\$1,860.43
	Invoice		Date	Description		Amount
	6726142-0		04/21/2014	May Life & Long Term Disability Ins		\$1,860.43
77162	04/25/2014	Open			TMT ENTERPRISES, INC.	\$1,138.39
	Invoice		Date	Description		Amount
	71446		03/28/2014	Baseball fines		\$1,138.39
77163	04/25/2014	Open			WHITLOW CONCRETE, INC.	\$26,360.50
	Invoice		Date	Description		Amount
	5960-completion		03/24/2014	Esplanade sidewalk project completion pa		\$26,360.50
				Fund 1200, CIP		
77164	04/25/2014	Open			ZEE MEDICAL SERVICE CO.	\$221.14
	Invoice		Date	Description		Amount
	66579857		03/25/2014	Safety supplies		\$221.14
77165	04/25/2014	Open			Capra, Jacqueline	\$71.10
	Invoice		Date	Description		Amount
	2001920-002		04/21/2014	Class refund		\$71.10

City Checks Issued 4/25/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount	
77166	04/25/2014	Open			McGranahan, Thomas	\$218.36	
	Invoice		Date	Description		Amount	
	2014-00000509		04/21/2014	Museum Items		\$218.36	
Check Totals:				Count	48	TOTAL	\$86,170.81

The following checks issued on 5/2/14 have been reviewed and authorized for distribution by the City Manager:

General Account checks 77167 to 77224 for a total of \$410,331.65
 Payroll Account checks 3616 to 3619 for a total of \$7175.60

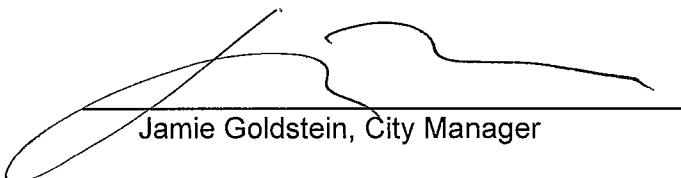
Grand total of check disbursements for 5/2/14 is \$417,507.25

As of 5/2/14 the unaudited cash balance is \$3,110,966

CASH POSITION - CITY OF CAPITOLA 5/2/14

	<u>Net Balance</u>
General Fund	\$ 841,896
Contingency Reserve Fund	\$ 1,461,155
Worker's Comp. Ins. Fund	\$ 218,003
Self Insurance Liability Fund	\$ 200,595
Stores Fund	\$ 4,974
Information Technology Fund	\$ 119,542
Equipment Replacement	\$ 198,108
Compensated Absences Fund	\$ 66,694
TOTAL UNASSIGNED GENERAL FUNDS	\$ 3,110,966

The Emergency Reserve Fund balance is \$676,905.54 (not included above).



 Jamie Goldstein, City Manager

 5/2/14
 Date

 Christine McBroom, City Treasurer

 Date

City Checks Issued 5/2/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77167	05/02/2014 Invoice 5492	Open	Date 04/02/2014	Description Sweeper brooms Fund 1310, Gas Tax Fund	ACME ROTARY BROOM SERVICE	\$1,043.73
77168	05/02/2014 Invoice 97601	Open	Date 03/03/2014	Description Equipment Diamond Digger Field Groomer	ANTHEM SPORTS	\$506.38
77169	05/02/2014 Invoice 372151	Open	Date 04/17/2014	Description Top soil - palms	APTOS LANDSCAPE SUPPLY, INC.	\$25.75
77170	05/02/2014 Invoice Mar2014	Open	Date 03/31/2014	Description Mar 2014 Legal Services	ATCHISON, BARISONE, & CONDOTTI	\$15,239.89
77171	05/02/2014 Invoice 302875	Open	Date 04/08/2014	Description Parts	B & B SMALL ENGINE REPAIR	\$90.62
77172	05/02/2014 Invoice 0304508	Open	Date 04/08/2014	Description Barricades and cones Fund 1310, Gas Tax Fund	BAY AREA BARRICADE SERVICE, INC	\$1,767.50
77173	05/02/2014 Invoice 1388 1387	Open	Date 04/29/2014 04/29/2014	Description Traffic signal knock down @ 41st Aven & C Loops for County sewer project to be reimt Fund 1310, Gas Tax Fund	BEAR ELECTRICAL SOLUTIONS, INC.	\$5,200.00
77174	05/02/2014 Invoice 23741	Open	Date 04/04/2014	Description Stockton Avenue & Esplanade project Fund 1200, CIP	BOWMAN & WILLIAMS, INC.	\$5,310.00
77175	05/02/2014 Invoice 2014-00000511	Open	Date 04/28/2014	Description Instr. Payment, Rec	BURKE, COLLEEN	\$195.00
77176	05/02/2014 Invoice 030322	Open	Date 04/16/2014	Description 13c-01640 11550 H & S testing	CA DEPARTMENT OF JUSTICE	\$17.00
77177	05/02/2014 Invoice 132265 132016	Open	Date 04/07/2014 03/21/2014	Description Decal, bill insert Lower Pac Cove Parking-6 pay stations Fund 1421, Pac Cove Parking	CALE AMERICA INC.	\$68,418.29
77178	05/02/2014 Invoice May2014	Open	Date 04/23/2014	Description Long Term Disability, PD	CALIF LAW ENFORCEMENT ASSOC	\$514.50

City Checks Issued 5/2/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77179	05/02/2014 Invoice 46272	Open	Date 04/14/2014	Description Capitola Muni Code Electronic Update	CODE PUBLISHING COMPANY INC.	\$150.15
77180	05/02/2014 Invoice 36258869	Open	Date 03/31/2014	Description March 2014	CONOCO-PHILLIPS FLEET SERVICES	\$275.72
77181	05/02/2014 Invoice 20140425	Open	Date 04/23/2014	Description 41st Ave Median Art, Installation & Final A Fund 1315. Public Art	CORLISS, TROY	\$13,083.00
77182	05/02/2014 Invoice 2989-164	Open	Date 04/28/2014	Description Internet services	CRUZIO THE INTERNET STORE INC.	\$65.70
77183	05/02/2014 Invoice 53564	Open	Date 03/31/2014	Description Mar 2014 Gen Plan and EIR Services Fund 1313, Gen Plan Update	DESIGN, COMMUNITY & ENVIRONMEI	\$5,050.62
77184	05/02/2014 Invoice 1000	Open	Date 04/16/2014	Description Esplanade sidewalk work Fund 1200, CIP	EARTHWORKS PAVING CONTRACTOI	\$8,200.00
77185	05/02/2014 Invoice 7777415	Open	Date 04/07/2014	Description Shovel	EWING IRRIGATION	\$14.36
77186	05/02/2014 Invoice CASAT24608	Open	Date 04/03/2014	Description Auto Parts - PD 141	FASTENAL COMPANY	\$9.33
77187	05/02/2014 Invoice 2-625-91058	Open	Date 04/23/2014	Description Apr shipping expense	FEDERAL EXPRESS	\$74.64
77188	05/02/2014 Invoice 207	Open	Date 04/23/2014	Description Art at the Beach postcard	FREEMAN, THELMA	\$113.75
77189	05/02/2014 Invoice 20140430	Open	Date 04/25/2014	Description Reimb travel exp for training-PD	GONZALEZ, MARK	\$467.52
77190	05/02/2014 Invoice 819721 819941	Open	Date 04/05/2014 04/05/2014	Description Landscape rocks Granitepatch Fund 1310, Gas Tax fund	GRANITE ROCK COMPANY	\$515.58

City Checks Issued 5/2/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77191	05/02/2014	Open			HARRIS & ASSOCIATES	\$2,295.00
	Invoice		Date	Description		Amount
	24535		04/10/2014	Planning & Design for Clares Street Fund 1200, CIP		\$2,295.00
77192	05/02/2014	Open			HOLLISTER HONDA	\$576.87
	Invoice		Date	Description		Amount
	133912		04/01/2014	Brake lights, plate holder		\$576.87
77193	05/02/2014	Open			HOME DEPOT CREDIT SERVICES	\$62.35
	Invoice		Date	Description		Amount
	3026729		04/16/2014	Nuts & Bolts for Radar Trailer		\$62.35
77194	05/02/2014	Open			KELLY-MOORE PAINTS	\$11.29
	Invoice		Date	Description		Amount
	803-00000515399		04/17/2014	Paint sprayer filters		\$11.29
77195	05/02/2014	Open			KING'S PAINT AND PAPER, INC.	\$101.44
	Invoice		Date	Description		Amount
	A0198343		04/07/2014	Painting supplies		\$85.26
	A0198799		04/17/2014	Lacquer thinner		\$16.18
77196	05/02/2014	Open			LEHR AUTO ELECTRIC	\$11,471.07
	Invoice		Date	Description		Amount
	01-095659		03/28/2014	auto parts		\$689.01
	01095658		04/01/2014	New vehicle-PD Fund 2212, Equipment Replacement		\$10,782.06
77197	05/02/2014	Open			MID-COUNTY AUTO SUPPLY	\$225.39
	Invoice		Date	Description		Amount
	377475		04/08/2014	Carb cleaner		\$41.63
	377546		04/08/2014	Tools - Fleet		\$22.29
	377521		04/08/2014	Auto parts - PD 061		\$24.33
	377547		04/08/2014	Auto Parts - All Vehicles		\$137.14
77198	05/02/2014	Open			MUNISERVICES, LLC	\$3,016.05
	Invoice		Date	Description		Amount
	33558		04/11/2014	SUTA Services for Q4 CY2013		\$930.42
	33559		04/11/2014	District Tax Audit, Q4 CY2013		\$899.63
	33462		04/07/2014	STARS service for Q4 CY2103		\$1,186.00
77199	05/02/2014	Open			NEW WORLD SYSTEMS	\$1,738.60
	Invoice		Date	Description		Amount
	35067		04/18/2014	Purchase of HR and Payroll Integrated Sol Fund 2211, IT		\$1,738.60
77200	05/02/2014	Open			PALACE ART & OFFICE SUPPLIES	\$406.05
	Invoice		Date	Description		Amount
	262024-0		04/28/2014	Office Supplies - City Hall		\$1.26
	261958-0		04/25/2014	Office Supplies - City Hall		\$14.77
	261493-0		04/23/2014	Office Supplies - City Hall		\$119.77
	260327		04/15/2014	office supplies		\$201.88
	260659		04/16/2014	Office supplies		\$62.17
	260659-1		04/21/2014	Office supplies		\$6.20

City Checks Issued 5/2/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77201	05/02/2014 Invoice April 11 2014	Open	Date 04/11/2014	Description Radio shop	SCC INFORMATION SERVICES	\$725.85
77202	05/02/2014 Invoice 96368	Open	Date 04/03/2014	Description Fire Extinguisher - PD 141	SANTA CRUZ FIRE EQUIPMENT CO.	\$112.84
77203	05/02/2014 Invoice 1679	Open	Date 03/31/2014	Description Monterey Avenue paving Fund 1310, Gas Tax Fund	SANTANA PAVING & GRADING INC.	\$5,000.00
77204	05/02/2014 Invoice 20140426	Open	Date 04/25/2014	Description Reimb travel Exp, Leadership Training	SLOMA, CLIFF	\$177.54
77205	05/02/2014 Invoice 30667	Open	Date 04/17/2014	Description Kato exam	SOQUEL CREEK ANIMAL HOSPITAL	\$34.50
77206	05/02/2014 Invoice 4812	Open	Date 04/11/2014	Description Vehicle decals	STOKES SIGNS	\$1,087.50
77207	05/02/2014 Invoice 3890	Open	Date 04/23/2014	Description traffic control signage @ 41st Ave Art Proj Fund 1315, Public Art	STOP COMPANY	\$1,280.00
77208	05/02/2014 Invoice 1651309	Open	Date 04/03/2014	Description Roundup Pro Max	TARGET SPECIALTY PRODUCTS	\$254.62
77209	05/02/2014 Invoice 954791164 954791154	Open	Date 04/19/2014 04/12/2014	Description Shipping Shipping	UNITED PARCEL SERVICE	\$121.90
77210	05/02/2014 Invoice UPEC-Apr2014	Open	Date 04/17/2014	Description Exp & Benefits related to 4/18/14 Payroll	UPEC LIUNA LOCAL 792	\$1,182.75
77211	05/02/2014 Invoice #5 v3	Open	Date 04/22/2014	Description Progress Payment Fund 1421, Pac Cove Parking	WATER ROCK CONSTRUCTION CORP	\$246,415.00
77212	05/02/2014 Invoice 9000903161	Open	Date 04/16/2014	Description Cleaning supplies	ZEP SALES & SERVICE	\$1,009.68

City Checks Issued 5/2/14

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount	
77213	05/02/2014 Invoice April 2014	Open	Date 04/03/2014	Description Zero bike	ZERO MOTORCYCLES	\$3,928.65 \$3,928.65	
77214	05/02/2014 Invoice 2014-00000512	Open	Date 04/25/2014	Description Refund cite 14138439	Bennett, Julie	\$10.00 \$10.00	
77215	05/02/2014 Invoice 2014-00000515	Open	Date 04/14/2014	Description Refund event permit	Capitola Soquel Chamber of Commerce	\$92.00 \$92.00	
77216	05/02/2014 Invoice 20140425	Open	Date 04/25/2014	Description The Intangibles, Open Streets Performer Fund 1040, Donations	Cooper, Scott	\$50.00 \$50.00	
77217	05/02/2014 Invoice 20140423	Open	Date 04/23/2014	Description Steven Graves Band, Open Streets Performer Fund 1040, Donations	Graves, Steven	\$100.00 \$100.00	
77218	05/02/2014 Invoice 14136738	Open	Date 04/21/2014	Description Refund cite 14136738	Kuhinja, Lejla	\$380.00 \$380.00	
77219	05/02/2014 Invoice 4926-AR9295	Open	Date 04/11/2014	Description StreetSaver Metro Trans Commission	Metropolitan Transportation Commission	\$1,500.00 \$1,500.00	
77220	05/02/2014 Invoice 2014-00000510	Open	Date 04/28/2014	Description Class refund	Peckinpah, Melissa	\$96.00 \$96.00	
77221	05/02/2014 Invoice 20140423	Open	Date 04/23/2014	Description Artwork for postcard	Rhee-Pizano, Summer	\$100.00 \$100.00	
77222	05/02/2014 Invoice 2014-00000517	Open	Date 04/25/2014	Description Travel Exp, Gonzalez-PD	Sheraton San Diego Hotel & Marina	\$283.68 \$283.68	
77223	05/02/2014 Invoice 2014-00000513	Open	Date 04/21/2014	Description Refund cite 14137716	Skinner, James	\$36.00 \$36.00	
77224	05/02/2014 Invoice 20140405	Open	Date 04/23/2014	Description 2 Hrs Marimba Music, Open Streets day Fund 1040, Donations	Weiss, Betty	\$100.00 \$100.00	
Gen Acct Check Totals:				COUNT	58	TOTAL	\$410,331.65

City Checks Issued 5/2/14

Check Number	Incoive Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
<u>CITY PAYROLL ACCOUNT</u>						
3616	05/02/2014	Open			CAPITOLA PEACE OFFICERS ASSOC.	\$1,598.75
	Invoice		Date	Description	Amount	
	2014-00000519		05/02/2014	POA DUES - POA Dues	\$1,598.75	
3617	05/02/2014	Open			ICMA RETIREMENT TRUST 457	\$4,289.16
	Invoice		Date	Description	Amount	
	2014-00000520		05/02/2014	457 CATCH - 457 Catch-Up*	\$4,289.16	
3618	05/02/2014	Open			STATE DISBURSEMENT UNIT	\$869.63
	Invoice		Date	Description	Amount	
	2014-00000521		05/02/2014	GARNISHMENT - Garnishment*	\$869.63	
3619	05/02/2014	Open			US Bank Institutional Trust-Western Reg	\$418.06
	Invoice		Date	Description	Amount	
	2014-00000522		05/02/2014	PARS - PARS*	\$418.06	
Payroll Acct Check Totals:				Count	4	TOTAL \$7,175.60
Grand Totals:				COUNT	62	GRAND TOTAL <u>\$417,507.25</u>

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The following checks issued on 5/9/14 have been reviewed and authorized for distribution by the City Manager:

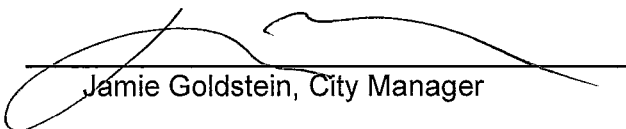
General Account checks 77225 to 77293 for a total of \$120,935.21
 Successor Agency check 5000 for \$52,681.25

As of 5/9/14 the unaudited cash balance is \$2,778,958

CASH POSITION - CITY OF CAPITOLA 5/9/14

	<u>Net Balance</u>
General Fund	\$ 535,233
Contingency Reserve Fund	\$ 1,461,155
Worker's Comp. Ins. Fund	\$ 218,003
Self Insurance Liability Fund	\$ 200,231
Stores Fund	\$ 3,364
Information Technology Fund	\$ 96,170
Equipment Replacement	\$ 198,108
Compensated Absences Fund	\$ 66,694
TOTAL UNASSIGNED GENERAL FUNDS	<u>\$ 2,778,958</u>

The Emergency Reserve Fund balance is \$676,905.54 (not included above).



 Jamie Goldstein, City Manager

 5/9/14
 Date

 Christine McBroom, City Treasurer

 Date

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77225	05/09/2014	Open			ADAMSON POLICE PRODUCTS	\$2,221.60
	Invoice		Date	Description		Amount
	inv74695		04/30/2014	Ammo		\$2,221.60
				Fund 1300, SLESF		
77226	05/09/2014	Open			AFLAC	\$466.76
	Invoice		Date	Description		Amount
	647788		04/25/2014	April Suppl Health Ins, Employee Funded		\$466.76
77227	05/09/2014	Open			AHA CONSULTING INC.	\$1,800.00
	Invoice		Date	Description		Amount
	2009729		03/01/2014	Web Service, 3/1/14 to 2/28/15		\$1,800.00
77228	05/09/2014	Open			ALLIANT INSURANCE SERVICES	\$364.30
	Invoice		Date	Description		Amount
	213417		05/02/2014	Equipment Floater, to 7/1/14		\$364.30
				Fund 2213, Self Ins Liability		
77229	05/09/2014	Open			APTOS LANDSCAPE SUPPLY, INC.	\$464.41
	Invoice		Date	Description		Amount
	372609		04/23/2014	Washed sand - palms		\$59.54
	372735		04/24/2014	Wood chips - 41st art project		\$184.03
	373166		05/01/2014	Wood chips - 41st art project		\$110.42
	373171		05/01/2014	Wood chips - 41st art project		\$110.42
77230	05/09/2014	Open			ARNONE, MICHAEL	\$1,100.00
	Invoice		Date	Description		Amount
	201405-4A		05/01/2014	McGregor Park Construction Docs		\$918.75
	201405-4B		05/01/2014	McGregor Park Construction Docs		\$181.25
				Fund 1200, CIP		
77231	05/09/2014	Open			B & B SMALL ENGINE REPAIR	\$315.55
	Invoice		Date	Description		Amount
	303352		04/14/2014	Blower parts		\$104.19
	303951		04/22/2014	Mower blades		\$39.52
	304063		04/23/2014	Mower blades		\$39.52
	304658		04/30/2014	Parts		\$13.27
	305024		05/05/2014	JD mower blades		\$119.05
77232	05/09/2014	Open			BIG CREEK LUMBER	\$79.03
	Invoice		Date	Description		Amount
	198422		04/25/2014	Floating docks		\$79.03
				Fund 1311, Wharf Fund		
77233	05/09/2014	Open			BOBBY'S PIT STOP INC.	\$40.75
	Invoice		Date	Description		Amount
	337998		04/16/2014	Smog Inspection, 1986 Ford F-350		\$40.75
77234	05/09/2014	Open			CADILLAC DESIGNS INC.	\$268.69
	Invoice		Date	Description		Amount
	3056		04/28/2014	Zero bike decals		\$268.69

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77235	05/09/2014	Open			CALE AMERICA INC.	\$2,191.67
	Invoice		Date	Description		Amount
	132297		04/10/2014	Service to pay station		\$375.00
	132520		04/30/2014	Memory card		\$247.27
	132405		04/28/2014	April active meters		\$1,569.40
77236	05/09/2014	Open			CalPERS Fiscal Services Division	\$42,000.00
	Invoice		Date	Description		Amount
	PreFund OPEB		05/02/2014	Contribution to Prefund OPEB Liabilities		\$42,000.00
77237	05/09/2014	Open			CITY OF SCOTTS VALLEY	\$950.63
	Invoice		Date	Description		Amount
	1243		04/14/2014	SCC Yellow Pages Recycle Guide		\$950.63
77238	05/09/2014	Open			CLEAN SOURCE	\$959.13
	Invoice		Date	Description		Amount
	1432615		04/22/2014	Cleaning supplies		\$959.13
77239	05/09/2014	Open			CRYSTAL SPRINGS WATER CO.	\$129.75
	Invoice		Date	Description		Amount
	060094-Apr14		04/30/2014	April 2014 Drinking Water		\$129.75
77240	05/09/2014	Open			D & G SANITATION	\$77.94
	Invoice		Date	Description		Amount
	211956		04/30/2014	Fence rental - PCMHP		\$77.94
77241	05/09/2014	Open			DE LAGE LANDEN FINANCIAL SVCS	\$335.61
	Invoice		Date	Description		Amount
	41109352		04/20/2014	Acct 371362, Copier Lease Pymnt, SharpA Fund 2210, Stores		\$335.61
77242	05/09/2014	Open			DELL FINANCIAL SERVICES, LLC	\$6,357.38
	Invoice		Date	Description		Amount
	77276341		05/05/2014	Lease Contract 810-8964869-001 Fund 2211, IT		\$6,357.38
77243	05/09/2014	Open			DYNAMIC PRESS	\$209.79
	Invoice		Date	Description		Amount
	13721		02/11/2014	Job Application Form Printing		\$209.79
77244	05/09/2014	Open			EWING IRRIGATION	\$88.35
	Invoice		Date	Description		Amount
	7890208		04/25/2014	Misc.		\$76.40
	7924363		04/30/2014	Misc.		\$11.95
77245	05/09/2014	Open			FARWEST NURSERY	\$21.57
	Invoice		Date	Description		Amount
	720214		04/25/2014	Plants		\$21.57
77246	05/09/2014	Open			FASTENAL COMPANY	\$331.65
	Invoice		Date	Description		Amount
	CASAT24590		04/10/2014	Auto Parts - All City vehicles/equipment		\$331.65

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77247	05/09/2014	Open			FERGUSON ENTERPRISES, INC.	\$461.10
	Invoice		Date	Description	Amount	
	3001365		04/29/2014	Acorn shower parts	\$461.10	
77248	05/09/2014	Open			FLYERS ENERGY, LLC	\$7,009.22
	Invoice		Date	Description	Amount	
	14-961395		04/28/2014	617 Gal Ethanol	\$2,756.67	
	14-961397		04/28/2014	190 Gal Diesel	\$773.30	
	14-958900		04/21/2014	467 Gal Ethanol	\$2,062.44	
	14-958901		04/21/2014	350 Gal Diesel	\$1,416.81	
77249	05/09/2014	Open			GOLDFARB & LIPMAN, LLP	\$392.00
	Invoice		Date	Description	Amount	
	111916		04/14/2014	Mar2014 Legal Services	\$392.00	
77250	05/09/2014	Open			GRANITE CONSTRUCTION COMPANY	\$305.93
	Invoice		Date	Description	Amount	
	821276		04/12/2014	Concrete - PC pay stations	\$305.93	
77251	05/09/2014	Open			HOME DEPOT CREDIT SERVICES	\$810.68
	Invoice		Date	Description	Amount	
	0000217331		04/21/2014	Cut off blades	\$21.04	
	0005811807		04/23/2014	Misc.	\$15.12	
	0000565010		04/23/2014	PD radar - parts	\$11.16	
	0000166900		04/24/2014	Tread tape	\$23.78	
	0000169490		04/25/2014	Floating docks	\$160.25	
	0000584433		04/28/2014	Tri tap	\$162.31	
	0000256099		04/29/2014	Batteries, broom, flashlight	\$106.00	
	0000262196		04/30/2014	Floating docks	\$50.33	
	6968-0005665660		04/16/2014	Auto Supplies, PD072	\$8.62	
	3563870		04/16/2014	Auto parts, PD071	\$8.62	
	569028		04/21/2014	Misc. & batteries	\$202.50	
	0265926		05/01/2014	Painting supplies	\$40.95	
				Fund 1000, Gen Fund=\$600.10		
				Fund 1311, Wharf Fund=\$210.58		
77252	05/09/2014	Open			INTERWEST CONSULTING GROUP IN	\$1,799.22
	Invoice		Date	Description	Amount	
	17305		04/11/2014	Plan Check Fees, March 2014	\$1,799.22	
77253	05/09/2014	Open			KELLY-MOORE PAINTS	\$28.24
	Invoice		Date	Description	Amount	
	803-00000514446		04/11/2014	Filters	\$28.24	
77254	05/09/2014	Open			KING'S CLEANERS	\$785.25
	Invoice		Date	Description	Amount	
	4/14/14		04/14/2014	uniform cleaning-PD	\$785.25	

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77255	05/09/2014	Open			KING'S PAINT AND PAPER, INC.	\$518.01
	Invoice		Date	Description		Amount
	A0198513		04/10/2014	Paint thinner - street painting		\$112.66
	A0199137		04/24/2014	Floating docks		\$283.98
	A0199270		04/28/2014	Paint thinner		\$75.10
	A0198787		04/16/2014	Teak stain		\$46.27
77256	05/09/2014	Open			LAS ANIMAS CONCRETE	\$368.61
	Invoice		Date	Description		Amount
	101519		04/10/2014	Concrete		\$368.61
77257	05/09/2014	Open			LEWIS TREE SERVICE INC.	\$1,050.00
	Invoice		Date	Description		Amount
	22110		04/22/2014	41st Ave. art project		\$1,050.00
77258	05/09/2014	Open			MAC LAUGHLIN, DAWN	\$692.90
	Invoice		Date	Description		Amount
	2014-00000528		05/05/2014	Inst. Payment, Rec		\$692.90
77259	05/09/2014	Open			MARCHESE, HELEN	\$29.31
	Invoice		Date	Description		Amount
	20140502		05/05/2014	Reimb Office Snacks		\$29.31
77260	05/09/2014	Open			MATRIX CONSULTING GROUP	\$4,087.00
	Invoice		Date	Description		Amount
	1		05/01/2014	Labor Rate and User Fee Study		\$4,087.00
77261	05/09/2014	Open			MID-COUNTY AUTO SUPPLY	\$210.66
	Invoice		Date	Description		Amount
	377793		04/10/2014	Carb cleaner		\$45.55
	377858		04/10/2014	Auto Part - PD 072		\$28.36
	377791		04/10/2014	Auto Parts - PD 072		\$15.12
	378193		04/14/2014	Auto Part - PW F-800		\$23.41
	378211		04/14/2014	Shop Equipment		\$9.12
	378323		04/15/2014	Auto Parts - PD Units		\$43.57
	379742		04/28/2014	Grease		\$19.55
	379846		04/09/2014	Auto parts, CSO-II		\$11.98
	380118		05/01/2014	Carb cleaner		\$14.00
77262	05/09/2014	Open			MORRISON, EDWARD	\$2,500.00
	Invoice		Date	Description		Amount
	22		05/05/2014	Public Works Inspections FY 13/14		\$2,500.00
77263	05/09/2014	Open			MURPHY, LISA	\$34.00
	Invoice		Date	Description		Amount
	20140501		05/02/2014	Reimb Exp, City Selection Committee Mee		\$34.00
77264	05/09/2014	Open			NEW WORLD SYSTEMS	\$16,880.00
	Invoice		Date	Description		Amount
	34335		04/15/2014	Software Maint, 5/1/14 to 4/30/15 Fund 2211, IT		\$16,880.00

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77265	05/09/2014	Open			NORTH BAY FORD	\$535.92
	Invoice		Date	Description		Amount
	241245		04/22/2014	Mirror & Headrest Assy, PW F-800 Dump		\$502.41
	241333		04/23/2014	Auto Parts, PD071		\$33.51
77266	05/09/2014	Open			O'Reilly Auto Parts	\$56.51
	Invoice		Date	Description		Amount
	2763-416459		04/17/2014	Sweeper Parts		\$56.51
				Fund 1310, Gas Tax Fund		
77267	05/09/2014	Open			PALACE ART & OFFICE SUPPLIES	\$297.06
	Invoice		Date	Description		Amount
	9025894		05/02/2014	Office Supplies, Museum		\$17.38
	263048		05/02/2014	Office Supplies, City Hall		\$52.10
	263457		05/06/2014	Office Supplies, City hall		\$227.58
				Fund 1000, Gen Fund=\$17.38		
				Fund 2210, Stores=\$279.68		
77268	05/09/2014	Open			PHIL ALLEGRI ELECTRIC, INC.	\$3,378.81
	Invoice		Date	Description		Amount
	18883		04/25/2014	PC pay stations		\$3,378.81
77269	05/09/2014	Open			PHOENIX GROUP INFORMATION SYS	\$1,633.44
	Invoice		Date	Description		Amount
	32014070		04/11/2014	March 2014		\$1,633.44
77270	05/09/2014	Open			PK SAFETY SUPPLY	\$445.88
	Invoice		Date	Description		Amount
	211152		04/11/2014	Safety harness		\$326.25
	211374		04/14/2014	Safety harness		\$119.63
77271	05/09/2014	Open			PREFERRED BENEFIT INSURANCE	\$4,781.88
	Invoice		Date	Description		Amount
	EIA10960		05/01/2014	Apr2014 Dental & Vision Claims Paid		\$4,781.88
77272	05/09/2014	Open			PROVANTAGE	\$53.25
	Invoice		Date	Description		Amount
	7013588		03/15/2014	SAS Connectivity Card		\$53.25
				Fund 2211, IT		
77273	05/09/2014	Open			ROYAL WHOLESALE ELECTRIC	\$10.01
	Invoice		Date	Description		Amount
	7719580531		04/10/2014	PC pay stations		\$10.01
77274	05/09/2014	Open			SAN LORENZO/ProBUILD	\$378.49
	Invoice		Date	Description		Amount
	55-24890		04/10/2014	Misc.		\$14.75
	55-25673		04/14/2014	Wood		\$27.38
	55-29084		04/25/2014	Nuts & bolts		\$216.48
	55-30293		04/30/2014	rope		\$68.15
	55-30025		04/29/2014	Misc. nuts & bolts		\$41.47
	55-30551		04/30/2014	Misc.		\$10.26
				Fund 1000, Gen Fund=\$42.13		
				Fund 1311, Wharf Fund=\$336.36		

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
77275	05/09/2014	Open			SANTA CRUZ AUTO PARTS INC.	\$50.34
	Invoice		Date	Description		Amount
	194276		04/24/2014	Auto parts, Fleet		\$50.34
77276	05/09/2014	Open			SANTA CRUZ MUNICIPAL UTILITIES	\$586.40
	Invoice		Date	Description		Amount
	2014-00000527		04/24/2014	WATER BILLS FOR STREET MEDIANS		\$586.40
77277	05/09/2014	Open			SHERWIN-WILLIAMS	\$47.09
	Invoice		Date	Description		Amount
	9588-6		05/01/2014	Hose - paint rig		\$47.09
77278	05/09/2014	Open			SOQUEL CREEK WATER DISTRICT	\$922.59
	Invoice		Date	Description		Amount
	2014-00000507		04/21/2014	Semi-monthly water use (late)		\$922.59
77279	05/09/2014	Open			SPRINT	\$3,084.95
	Invoice		Date	Description		Amount
	974855313-149		04/29/2014	Cell Phone Service		\$3,084.95
77280	05/09/2014	Open			SUMMIT UNIFORM CORP	\$47.85
	Invoice		Date	Description		Amount
	12620		04/04/2014	Uniform Exp, Pearson		\$47.85
77281	05/09/2014	Open			THE ROHANS LLC	\$500.00
	Invoice		Date	Description		Amount
	0118		04/20/2014	Social Media Training, Art & Cultural Comr		\$500.00
77282	05/09/2014	Open			TRI-COUNTY BUSINESS SYSTEMS INC	\$994.69
	Invoice		Date	Description		Amount
	CNIN052728		04/10/2014	Maint Contract, Sharp MX7001N 2210, Stores		\$994.69
77283	05/09/2014	Open			UNITED STATES POSTAL SERVICE	\$1,042.08
	Invoice		Date	Description		Amount
	EST1991		05/05/2014	TWILIGHT MAILER POSTAGE ESTIMATI		\$1,042.08
77284	05/09/2014	Open			US BANCORP EQUIPMENT FINANCE	\$179.45
	Invoice		Date	Description		Amount
	251840278		04/21/2014	Contrac 500-0332356-000 - Canon IR175C		\$98.97
	252081716		04/23/2014	Contract 500-0296803-000, IR2525Copier Fund 1000, Gen Fund=\$98.97 Fund 2211, IT=\$80.48		\$80.48
77285	05/09/2014	Open			WHEELCHAIRS OF SAN MATEO	\$12.50
	Invoice		Date	Description		Amount
	8099		04/01/2014	Irao joystick top		\$12.50
77286	05/09/2014	Open			ZUMAR INDUSTRIES INC.	\$1,703.33
	Invoice		Date	Description		Amount
	0152037		04/24/2014	Village & beach parking lot/ shuttle signs Fund 1310, Gas Tax Fund		\$1,703.33

City Checks Issued 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount	
77287	05/09/2014	Open			D'Angelo, Rosa	\$54.00	
	Invoice		Date	Description		Amount	
	2001965-002		05/05/2014	Class refund		\$54.00	
77288	05/09/2014	Open			D'Angelo, Rosa	\$76.00	
	Invoice		Date	Description		Amount	
	2001955-002		05/05/2014	Class refund		\$76.00	
77289	05/09/2014	Open			Laboratory of Forensic Services	\$805.00	
	Invoice		Date	Description		Amount	
	14-002686		05/01/2014	13c-02267 testing		\$805.00	
77290	05/09/2014	Open			Marshall, Andrea	\$192.00	
	Invoice		Date	Description		Amount	
	2001951-002		05/05/2014	Class refund		\$192.00	
77291	05/09/2014	Open			Montoya, Frank	\$8.00	
	Invoice		Date	Description		Amount	
	14138849		04/30/2014	Refund 14138849		\$8.00	
77292	05/09/2014	Open			Payless Car Rental	\$62.00	
	Invoice		Date	Description		Amount	
	14137172		05/05/2014	14137172 refund cite		\$62.00	
77293	05/09/2014	Open			Raynak, Melissa	\$259.00	
	Invoice		Date	Description		Amount	
	2001948-002		05/05/2014	JG refund		\$259.00	
Check Totals:				Count	69	TOTAL	\$120,935.21

Successor Agency Check Register

CHECKS ISSUED 5/9/2014

Check Number	Invoice Number	Status	Invoice Date	Description	Payee Name	Transaction Amount
5000	05/09/2014	Open			SCC AUDITOR-CONTROLLER	\$52,681.25
	Invoice		Date	Description		Amount
	RDA TrxReturn		05/06/2014	Return of Disallowed RDA Transfers		\$52,681.25
Check Totals:				Count	1	TOTAL \$52,681.25

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CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: OFFICE OF THE CITY MANAGER

SUBJECT: PROPOSED AMENDMENTS TO THE BOARD, COMMISSION AND
COMMITTEE GUIDE PROCEDURES

RECOMMENDED ACTION: Approve updates to the City's Board, Commission and Committee Guide Procedures (Administrative Policy I-20) to amend the public noticing requirements and the staff responsibilities.

BACKGROUND/ DISCUSSION: In January of this year the City Council approved an amendment to the City's Board, Commission and Committee Guide Procedures (Administrative Policy I-20) to include the requirement to publicly report the vote of members at the City's Board, Commission and Committee meetings.

Staff is recommending that Administrative Policy I-20 (Attachment 1) be amended for the purposes of including additional clarification and detailed requirements to assist staff in procedures concerning public noticing, staff responsibilities, and clarification on other administrative matters for city boards, commissions and committees.

FISCAL IMPACT: This action is administrative and will not result in a financial impact.

ATTACHMENTS:

1. Draft Board, Commission and Committee Guide Procedures

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded
By City Manager:

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ADMINISTRATIVE PROCEDURE

Number: I-20
 Issued: 9/20/05
 Revised: 8/10/06
 Revised: 2/28/13
 Revised: 1/9/14
 Revised: _____
 Jurisdiction: Council

Board, Commission and Committee Guide Procedures

I. PURPOSE

The purpose of this procedure is to set forth consistent procedures concerning agenda preparation, meeting procedures, conduct and other administrative matters for city boards, commissions and committees.

II. POLICY

It is the policy of the City of Capitola that all city boards, commissions, and committees shall follow the guidelines established in the "Board, Commission and Committee Guide – A Reference Guide for City Advisory Bodies" ("Guide") initially issued on March 1, 2005, and any revisions made thereto. It is the responsibility of the staff liaison representative of each board, commission or committee to be familiar with this guide, particularly as it relates to regular meeting protocol, including agenda preparation and posting, and staff responsibilities.

III. PUBLIC MEETINGS

This section describes the key steps necessary for complying with City Council and advisory boards must conduct business in public as required by the Ralph P. Brown Act (Brown Act), known as the "Brown Act", for public meetings of boards, commissions, and committees. The Brown Act (Gov. Code §§ 54950 et seq.4) is the state's open meetings act. It is intended to ensure that the public has adequate notice of what it's elected and appointed local decision makers do, and that those decisions and the deliberations leading to them take place in public. The Brown Act has evolved under a series of amendments and court decisions, and has been the model for open meeting laws. To locate the most current version the Brown Act on the Internet go to the League of California Cities website (<http://www.cacities.org/>) and in the search box enter *Open & Public IV: A Guide to the Ralph M. Brown Act.*

Most advisory bodies can create Ad hoc or Task Force Committees consisting of less than a quorum of their members to deal with specific issues. Such Ad hoc Committees are not required to comply with the noticing and open meeting requirements of the Brown Act. This is often referred to as the "less-than-a-quorum exception." An Ad hoc Committee has a defined purpose and a time frame to accomplish that purpose. An Ad hoc Committee is not delegated any decision-making power and must return to the full advisory body with its recommendation.

Item #: 9.C. Attach 1.pdf

IV. AGENDA, AGENDA PACKET, AND NOTICING REQUIREMENTS

Agendas for advisory ~~committees~~ bodies will be prepared by the staff representative in consultation with the advisory body ~~Chair~~ chair using the standard agenda format [Attachment 21]. The following also applies to agendas:

A. Advisory body regular meeting agendas are posted in the City Hall foyer and posted to the City's website at least 72 hours prior to the meeting.

~~A.~~

B. Agendas and agenda packet materials shall be distributed to all ~~committee~~ advisory body members prior to the meeting. This can be done by mail or email if all members have an email address and agree to receive materials in that manner. ~~A copy of the agenda and packet materials shall also be provided to the City Clerk's Office for file.~~ In addition, ~~the advisory body staff liaison~~ representative shall email a copy of all meeting agendas and agenda packets to the City Clerk, ~~and the Records Coordinator.~~ City Council members may request to receive agendas/agenda packets via email as part of the regular distribution.

C. If an advisory body meeting is adjourned to a meeting date other than that stated in the "Adjournment" section of the agenda, a Notice of Adjournment shall be posted on the agenda board in the City Hall foyer and posted to the City's website within 24-hours of adjournment (Attachment 2).

D. Advisory body special meetings may be called by the advisory body and coordinated with the staff representative. Only matters specified on the agenda may be discussed and considered by the advisory body. No items may be added to the agenda at a special meeting. The staff representative will prepare the special meeting agenda (Attachment 3) and make sure it is delivered to each member of the advisory body prior to the meeting. The staff representative will also post the notice and the agenda in the City Hall foyer, and on the City's website.

E. Copies of all meeting notices, adjournments, and cancellations shall be posted to the City's website, and emailed to the City Clerk, Records Coordinator, and to the receptionist for updating the Community Channel 8 scroll.

~~B.~~

V. PROCEDURES FOR APPROVAL TO TECHNOLOGICAL CONFERENCING

"Teleconference" is defined as "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." In addition to the specific requirements relating to teleconferencing, the meeting must comply with all provisions of the Brown Act. Refer to III. Public Meetings in this Administration Procedure for Board, Commission and Committee.

A. Commissioner must complete a form (Attachment 74) requesting the ability to teleconference and confirm the following:

1. Agenda is posted at least 72 hours in advance.

2. The teleconference location is accessible to the disabled and has the technology, such as a speakerphone, to enable the public to participate.
3. The location is specifically identified in the notice and agenda of the meeting, including a full address and room number, as may be applicable.
4. At least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction.
5. The staff representative shall be responsible for receiving the completed Teleconferencing Request form, and provide a copy to the City Clerk.

VI. STAFF RESPONSIBILITIES

Refer to the "Staff Representative and City Clerk Check List" (Attachment 5) as a reference for tasks to be completed in relation to advisory bodies business. It is the responsibility of the staff liaison representative to follow the procedures contained in the this guide Guide, as well as the following:

- A. The "Guide," along with the current advisory body member roster and implementing resolution Resolution or ordinance Ordinance, shall be presented to each advisory body member at the time he/she attends his/her first meeting and takes the Oath of Office (Attachment 5).
- B. Following appointment of an advisory body member by the City Council, the City Clerk shall prepare the Oath oath of office (oath) form (Attachment 6) and forward it to the staff liaison representative. The staff liaison representative shall administer the Oath oath to each committee advisory body member at his/her first meeting using the standard oath Oath of Office form for Boards, Commissions and Committees advisory bodies [Attachment 1]. The committee advisory body member and the staff liaison representative administering the oath shall sign the Oath oath of Office form and return the . The original signed form shall be given to the City Clerk for filing.
- C. The staff liaison representative shall be responsible for scheduling the meeting room with the receptionist the and City Clerk staff and informing the receptionist of any changes to regularly scheduled meetings, special meetings, etc.
- DF. It is the responsibility of the staff liaison representative to keep attendance records and report attendance issues to the Mayor pursuant to Administrative Policy I-5, Attendance Policy and Leaves of Absence for City Advisory Bodies.
- EG. All public meetings complying with the Ralph-Brown Act must publicly report the vote of its members. The Chair can comply with this requirement by conducting a roll call vote; or by simply reporting the vote on the record after it has been taken. For example the Chair, after calling for a vote on a motion, might state the following: "The motion passes 3 to 2, Committee/Commission members (name), (name), (name), in favor and Committee/Commission members (name) and (name) opposed."

Item #: 9.C. Attach 1.pdf

Administrative Procedure I-20
Board, Commission and Committee Guide Procedures
Page 4 of 3

~~FH.~~ Minutes for advisory bodies will be prepared by the staff liaison representative immediately following the meeting to be included on the next advisory body agenda for approval. —Minutes shall be action minutes with some discussion of matters considered by the body, including the names of members of the public who address the board advisory body. Minutes shall include the vote for each action item. Minutes shall be prepared in a format similar to the standard minute format [Attachment 37]. Following approval of the minutes by the advisory body, a copy shall be emailed to the City Clerk, and the Records Coordinator, and City Council.

~~G.~~ The staff liaison shall be responsible for receiving the completed Teleconferencing Request form and providing a copy to the City Clerk.

~~K.~~ If an advisory member resigns they are to provide the City Clerk with a letter or email stating their resignation. Once submitted, an email or letter of resignation cannot be withdrawn. The effective date of the resignation is the date it is received by the City Clerk unless a future date is indicated. The City Clerk shall forward the correspondence to the City Council, City Manager, and the staff representative notifying them that a vacancy exists.

~~L.~~ It is the City Clerk's responsibility to ensure that advisory body members that receive compensation, salary, or expense reimbursement from the City are aware of the requirement to receive ethics training pursuant to Assembly Bill 1234. This training is available online through the California Fair Political Practices Commission (FPPC) website at <http://www.fppc.ca.gov>. After initial training, members must renew their training every two years thereafter.

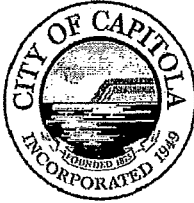
~~M.~~ It is the City Clerk's responsibility to ensure that advisory body members listed on the City's Conflict of Interest Code complete their annual Fair Political Practices Commission Conflict of Interest Form 700, and the assuming or leaving office Form 700 is applicable.

Approved and authorized by the Capitola City Council at its meeting of January 9, 2014.

Jamie Goldstein, City Manager

Attachments (Sample Documents):

1. Agenda
2. Notice of Adjournment
3. Notice of Special Meeting
4. Teleconferencing Request Form
5. Staff Check-off List
6. Oath
7. Minutes
8. Notice of Cancellation



AGENDA

(Advisory Body Name)

Regular Meeting

(Time – Day – Date)

(Meeting Room & Address)

Call to Order

Roll Call *(List Advisory Body Members)*

Approval of Minutes

Presentations *(If applicable)*

Oral Communications *(No action may be taken)*

The Chair may announce and set time limits at the beginning of each agenda item.

Consent Agenda

Public Hearings *(If applicable)*

Title ---

Recommendation --

Other Business

Title ---

Recommendation ---

Subcommittee/Advisory Body Oral Reports *(No action may be taken)*

Information Items *(Members may initiate items for future agendas at this time)*

Adjournment

The *(Name of Advisory Body)* adjourned to the next regularly scheduled meeting on *(Date and time)* in the *(Name of Meeting Room)*.

Notice: The *(Advisory Body)* meets on the *(day of week)* of each month at *(time)*, in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda: The *(Advisory Body)* Agenda is available on the City's website: www.cityofcapitola.org/

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.

Appeals – Any person who believes that a final action of this advisory body has been taken in error may appeal that decision to the City Council. Appeals must be in writing and delivered to the City Clerk's Office within ten (10) working days from the time of the boards' decision. The notice of appeal shall set forth appellant's name, phone number, address to which notices may be sent to the appellant, and the grounds upon which the appeal is made.



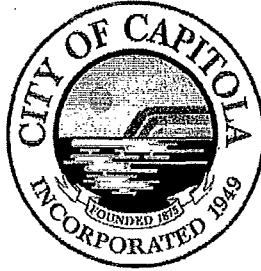
(ADVISORY BODY)

NOTICE OF ADJOURNMENT

NOTICE IS HEREBY GIVEN that the Regular meeting of the (Advisory body) of the City of Capitola for (date) at (time) was adjourned to its next Regular meeting to be held on (Insert Day, Date, & Time) in the City Hall Community Room, 420 Capitola Avenue, Capitola, CA

POSTED: Date

(Staff Representative)



**NOTICE OF A SPECIAL MEETING
OF THE (NAME OF ADVISORY BODY)**

(day), (date)

(time)

**City Hall Council Chambers
420 Capitola Avenue, Capitola, California.**

NOTICE IS HEREBY GIVEN that a special meeting of the (name of advisory body) of the City of Capitola is hereby called to be held on (day), (date) at (time), in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

Said special meeting shall be for the purpose of conferring on the following matter:

(Insert specific business to be discussed)

Dated this ___th of (month & year) _____

Staff representative signature

City of Capitola



TELECONFERENCE REQUEST FORM

PUBLIC MEETING INFORMATION

Name of Committee: _____

Committee Member Name: _____

Committee Member Contact No: _____ Email: _____

Committee Staff Member: _____ Method of teleconferencing:¹ _____

Teleconferencing Location:² _____

Meeting Date: _____

INSTRUCTIONS

Complete the following:

1. Public Meeting Information Section (above)
2. Certification Section (below)
3. Provide any additional comments if applicable
4. Sign and date

ADDITIONAL MATERIAL

Please refer to the City's *Board, Commission and Committee Guide Procedures (Administrative Procedure I-20)* regarding agenda preparation, meeting procedures, conduct and other administrative matters for City boards, commissions and committees.

Check the boxes below to certify that the following will occur:

- Agenda posted at least 72 hours in advance.
- The teleconference location is accessible to the disabled and has the technology, such as a speakerphone, to enable the public to participate.
- The location is specifically identified in the notice and agenda of the meeting, including a full address and room number, as may be applicable.

Additional Information: _____

(Faxed completed form to the attention of the City's staff liaison – 831-479-8879)

Signature

Date

¹ Audio (e.g. telephone), video (e.g. skype)

² Include complete address

**DRAFT CITY OF CAPITOLA BOARD, COMMISSION AND COMMITTEE GUIDE
STAFF CHECK OFF LIST**

Name of Advisory Committee: _____

Staff Representative _____

Check Off	CITY STAFF REPRESENTATIVES RESPONSIBILITIES
✓	
	Contact the City Clerk's office staff to schedule meeting rooms for the year.
	Post notices/agendas, adjournments, cancellations, etc. pursuant to the noticing requirements.
	Notify the City Clerk's office staff and receptionist to add information to the scroll regarding advisory meetings and any scheduling changes.
	Email agenda packets to advisory body members using the Outlook Distribution List.
	Post agenda, agenda packets, and approved minutes to the City's website.
	Return completed Oath of Office to the City Clerk's office staff.
	Email copies of advisory body documents to the City Clerk's office staff.
	Provide any advisory committee reports to the City Manager; and then the City Manager reports to the City Council.

Check Off	CITY CLERK'S OFFICE STAFF RESPONSIBILITIES
✓	
	Post recruitment notices in display cases, on the City's website, and email media.
	Email applicants acknowledging receipt of completed applications.
	Notify non-appointed applicants for particular committee that a vacancy exists (applications remain on file for one year).
	Applications are forwarded to the appointing Council Members.
	Prepare City Council staff reports for appointments.
	Email individual applicants notifying them if they were appointed or not.
	Maintain current and former member rosters of all advisory committee members with contact information and terms of office; and update the City's website with committee membership.
	Request and process advisory committees Fair Political Practices Commission Conflict of Interest Statement (Form 700) when applicable.
	Provide Oath of Office form to City staff representative.
	Receives letter of resignation.
	On or before December 31st of each year, the City Clerk shall prepare and post a Local Appointments List of all Council-appointed board, commission and committee terms that expire during the next calendar year in compliance with the Maddy Act.



Office of the City Clerk of the City of Capitola

I, Susan Sneddon, City Clerk of the City of Capitola, do hereby certify that on the ___th day of _____, 20__;

(Member name)

was appointed to the (Name of Committee) of said City of Capitola.

Oath of Office

FOR BOARDS, COMMISSIONS AND COMMITTEES

(State Constitution, Art. XX, Sec. 3 as amended)

State of California)
) ss.
County of Santa Cruz)

I, *(Member name)*, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Name of Committee)

(Member name)

Subscribed and sworn to before me this
___th day of _____, 20__

CITY OF CAPITOLA

By: (Staff Representative)

ATTACHMENT 7

SAMPLE COMMITTEE MINUTES FORMAT

MINUTES



CAPITOLA (BOARD, COMMISSION OR COMMITTEE)
(Day), (Date)

A. CALL TO ORDER/ROLL CALL

Chair _____ called the (Date), meeting of the Capitola Commission on the Environment to order at (time) in the City Hall Community Room, 420 Capitola Avenue, Capitola, CA.

PRESENT: (Commission Members name(s))

ABSENT: (Commission Members name(s))

STAFF: (Staff Member name)

B. ORAL COMMUNICATIONS

C. BUSINESS

1) (Sample) Approval Minutes – From the Regular Meeting of (Date) Minutes.

Commissioner _____ moved, seconded by Commissioner ____, to approve the Minutes for the (date) meeting as submitted. The motion was approved by the following vote: AYES: (Commission Members name(s)); NOES: (Commission Members name(s) if applicable); ABSENT: (Commission Members name(s) if applicable).

2) (Sample) Presentation by Ex Officio Commissioner John Ricker of the County of the Report of the Assessment of Sources of Bacterial Contamination on Santa Cruz Beaches.

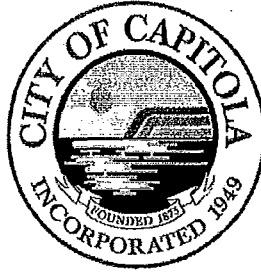
Ex Officio Commissioner Ricker distributed some written work, attached to these minutes, discussing the coliform contamination in Santa Cruz County and summarizing the results of the study. Commissioner Ricker presented the study information and responded to questions.

D. INFORMATION ITEMS (Members may initiate items for future agendas at this time)

E. ADJOURNMENT

The (Name of Board, Commission, or Committee) adjourned at (time) to its next Regular Meeting to be held on (Date), at (time) in the City Hall Community Room, 420 Capitola Avenue, Capitola.

_____, Chair



**NOTICE OF CANCELLATION
OF THE REGULAR MEETING OF THE
(NAME OF ADVISORY BODY)**

NOTICE IS HEREBY GIVEN that the *(date)* meeting of the *(Name of Committee)* has been cancelled. The next Regular Meeting is scheduled to be held on *day, (date)* at *(time)* in the City Hall Council Chambers, 420 Capitola Avenue, Capitola, California.

**Dated this th of *(month & year)* _____
*Staff representative signature***



CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: DEPARTMENT OF PUBLIC WORKS

SUBJECT: APPROVAL OF RIGHT OF ENTRY AGREEMENT ALLOWING THE SANTA CRUZ COUNTY SANITATION DISTRICT TO ENTER CITY PROPERTY FOR CONSTRUCTION OF THE NOBLE GULCH SEWER PROJECT

RECOMMENDED ACTION: (1) Approve a Right of Entry Agreement allowing the Santa Cruz County Sanitation District to enter three parcels owned by the City for the purposes of constructing the Noble Gulch Sewer Project; and (2) authorize the Public Works Director to sign on behalf of the City.

BACKGROUND: The Santa Cruz County Sanitation District, which provides sanitary sewer service throughout the City, is in the process of bidding the Noble Gulch Sewer Replacement Project, which will remove a sewer main that was constructed in the 1950's and runs along the banks of Noble Gulch Creek from Soquel Drive, north of Highway 1, to Bay Avenue. Due to the age and location of this line it is suspected that this sewer main may leak into Noble Gulch Creek and contribute to water quality problems in Soquel Creek Lagoon. The sewer main serves a large area north of Highway 1, Brookvale Terrace Mobile Home Park (MHP), the Rosedale Avenue neighborhood, St. Joseph's Church, and four houses on Monterey Avenue.

To facilitate the relocation of the pipeline from the banks of Noble Gulch two new sections of pipeline will be constructed. The first runs from Soquel Drive, through the City's Corporation Yard on Kennedy Drive to Brookvale Terrace MHP, and then down Rosedale Avenue where it will connect to an existing main in Bay Avenue. The second goes up Monterey Avenue, into the upper bench area of Noble Gulch Park, and then behind the houses along Monterey Avenue to St. Joseph's Church. The construction of both pipelines will be built using both open trench and directional drilling technologies.

DISCUSSION: The following impacts on City owned parcels are anticipated with this project:

Capitola Corporation Yard – the new line will be drilled from north of Highway 1 under a portion of the yard to a turning point along the southern border of the property. It will then be drilled to a road in Brookvale Terrace MHP. A drilling pit will be dug in the southeast corner of the yard. The City and County are coordinating this work to ensure that the Corporation Yard will remain operational during construction.

Noble Gulch Park and the adjoining parcel – a small diameter main is being constructed behind the four houses and church to service these buildings. A drilling pit will be dug in the upper bench area of Noble Gulch Park, and then open trenching from this pit to a main in Monterey Avenue will be necessary. During construction, the upper bank of Noble Gulch Park will be closed to the public.

Item #: 9.D. Staff Report.pdf

AGENDA STAFF REPORT MAY 22, 2014

SANTA CRUZ COUNTY SANITATION DISTRICT RIGHT OF ENTRY AGREEMENT

The County is receiving bids on the project on May 22, 2014, and plans to award a contract in early June 2014. Construction is anticipated to begin by August 2014 and will take 16 months to complete. The work in Noble Gulch Park will be part of the early stages of work while the work in the Corporation Yard are not anticipated to begin until this winter.

The attached right of entry authorizes the County to construct the pipeline in the City's parcels. This agreement has been reviewed, edited, and approved by the City Attorney's office. In the near future, the County will be acquiring easements through the City's parcels to ensure access. All of the City's parcels will be returned to existing condition following construction; in addition, the County has agreed to pave the parking lot and driveway at the Corporation Yard as part the project. Staff is recommending authorizing the Public Works Director to sign the right of entry on behalf of the City and to coordinate the construction efforts.

FISCAL IMPACT: No fiscal impacts on the City are anticipated

ATTACHMENTS:

1. Right of Entry Agreement
2. Vicinity Map

Report Prepared By: Steven Jesberg
Public Works Director

Reviewed and Forwarded
By City Manager: 

INDEMNIFICATION, HOLD HARMLESS
AND ASSUMPTION OF RISK RE: RIGHT OF ENTRY

Property Nos. 4,5, & 7

Date: May 22, 2014

APNS: 036-072-29 & 46

Project: Noble Gulch Sewer Project

036-041-22

Addresses: 370 Bay Avenue

430 Kennedy Drive

Grantor, City of Capitola ("Grantor"), hereby grants permission to the Santa Cruz County Sanitation District (District), its contractors and/or authorized agents, to enter, access, and bring the necessary workers, tools and equipment onto Grantor's above-referenced properties, where necessary, for the purpose of constructing the Noble Gulch Sewer Project ("the Project") as shown on the attached plans.

It is understood and agreed that the District shall have the right to trim any vegetation as necessary to construct the improvements, but that the premises will be left in a clean and orderly condition and that any existing improvements located on Grantor's properties that may have been disturbed or removed during the course of the work will be restored or replaced in kind by District at District's cost.

It is further understood and agreed that permission to perform the acts stated herein shall coincide with the start of project construction, estimated to commence on or about August 1, 2014, and shall continue through December 31st of 2016. This additional time will allow for any unanticipated adjustments to construction that may be required.

In consideration for being allowed to enter and access Grantor's above-referenced properties, excepting the sole willful misconduct or negligence of the Grantor, the District, on behalf of its employees, agents, contractors and invitees shall defend, indemnify, and hold harmless Grantor, its officers, employees, and agents from and against all claims, damages, losses, suits, costs and expenses, including attorneys' fees and defense costs of any kind or nature which

Item #: 9.D. Attach 1.pdf

Grantor may incur or which may be imposed upon it for injury, loss of life, or damage to property, arising from or related in any way to the District 's work on the Project as authorized under this Right of Entry, including any work performed by the District's employees, agents, contractors and invitees, related to the Project.

District further agrees not to make any claim, institute any suit, or otherwise resort to any legal processes, either legal or equitable, against Grantor, its officers, employees and agents for any loss, injury, or damage alleged to have been caused in whole or in part by the use of Grantor's property or related to any activity undertaken by District, District's employees, agents, contractors, or invitees, with regard to the District's exercise of the Right of Entry herein for purposes of constructing the Project. District further understands and certifies that by execution of this agreement it is voluntarily assuming any and all risk inherent in the presence and use of Grantor's above-referenced properties by District, its employees, agents, contractors, or invitees, with regard to the District's exercise of the Right of Entry herein for purposes of constructing the Project.

District further agrees to follow all reasonable instructions given by Grantor, its officers, employees and agents, with regard to the manner in which the District exercises this Right of Entry, and the District agrees that it will at all times comply with all laws, regulations, and ordinances.

RECOMMENDED FOR APPROVAL:

GRANTOR(S) CITY OF CAPITOLA

REAL PROPERTY AGENT

STEVEN JESBERG, PUBLIC WORKS DIRECTOR

ACCEPTED:

Santa Cruz County

Sanitation District

JOHN J. PRESLEIGH

DISTRICT ENGINEER



PROJECT	NOBLE GULCH SEWER REPLACEMENT PROJECT	ACQUISITION LEGEND		COUNTY OF SANTA CRUZ APPRAISAL MAP
PARCEL INFORMATION		TYPE	AREA (SQFT)	
APN# 036-041-22 SITUS: 430 KENNEDY DRIVE, CAPITOLA, CA 95010 ASSESSEE: CITY OF CAPITOLA		EASEMENT	6,857 SF	LEGEND
		---		--- PROPERTY BOUNDARY
		---		--- PROPOSED EASEMENT
*ESTIMATED TOTAL LOT AREA FROM ASSESSOR'S DATABASE/MAP		MAP SCALE: 1" = 80'		




PROJECT	NOBLE GULCH SEWER REPLACEMENT PROJECT	ACQUISITION LEGEND		COUNTY OF SANTA CRUZ APPRAISAL MAP
PARCEL INFORMATION		TYPE	AREA (SQFT)	
APN# 036-041-22 SITUS: 430 KENNEDY DRIVE, CAPITOLA, CA 95010 ASSESSEE: CITY OF CAPITOLA		TEMPORARY CONSTRUCTION EASEMENT		LEGEND
				----- PROPERTY BOUNDARY
				----- PROPOSED EASEMENT
*ESTIMATED TOTAL LOT AREA FROM ASSESSOR'S DATABASE/MAP		MAP SCALE: 1"= 80'		



PROJECT	NOBLE GULCH SEWER REPLACEMENT PROJECT	ACQUISITION LEGEND		COUNTY OF SANTA CRUZ APPRAISAL MAP
PARCEL INFORMATION		TYPE	AREA (SQFT)	
APN# 036-072-29 SITUS: 370 MONTEREY AVENUE, CAPITOLA, CA 95010 ASSESSEE: CITY OF CAPITOLA		EASEMENT	2,316 SF	LEGEND
				----- PROPERTY BOUNDARY
				----- PROPOSED EASEMENT
*ESTIMATED TOTAL LOT AREA FROM ASSESSOR'S DATABASE/MAP		MAP SCALE: 1" = 60'		



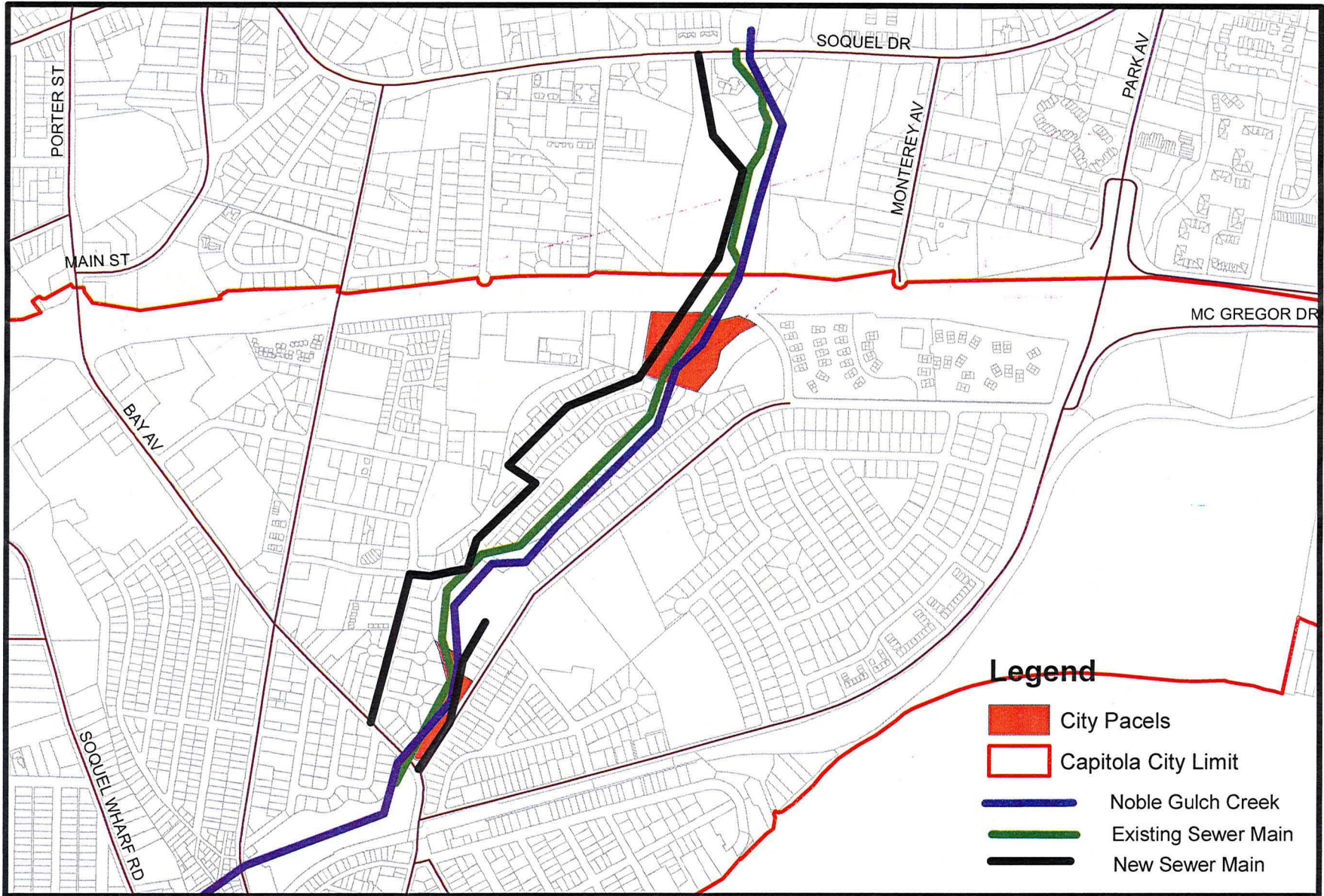
PROJECT	NOBLE GULCH SEWER REPLACEMENT PROJECT	ACQUISITION LEGEND		COUNTY OF SANTA CRUZ APPRAISAL MAP
PARCEL INFORMATION		TYPE	AREA (SQFT)	
APN# 036-072-29 SITUS: 370 MONTEREY AVENUE, CAPITOLA, CA 95010 ASSESSEE: CITY OF CAPITOLA		TEMPORARY CONSTRUCTION EASEMENT		LEGEND
				- - - - - PROPERTY BOUNDARY
				- - - - - PROPOSED EASEMENT
*ESTIMATED TOTAL LOT AREA FROM ASSESSOR'S DATABASE/MAP		MAP SCALE: 1" = 60'		



PROJECT	NOBLE GULCH SEWER REPLACEMENT PROJECT	ACQUISITION LEGEND		COUNTY OF SANTA CRUZ APPRAISAL MAP
PARCEL INFORMATION		TYPE	AREA (SQFT)	
APN# 036-072-46 SITUS: 401 MONTEREY AVENUE, CAPITOLA, CA 95010 ASSESSEE: CITY OF CAPITOLA		EASEMENT	256 SF	LEGEND
				--- PROPERTY BOUNDARY
				--- PROPOSED EASEMENT
*ESTIMATED TOTAL LOT AREA FROM ASSESSOR'S DATABASE/MAP		MAP SCALE: 1" = 60'		

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Noble Gulch Sewer Project Vicinity Map



0 450 900 1,800 Feet



Legend

- City Parcels
- Capitola City Limit
- Noble Gulch Creek
- Existing Sewer Main
- New Sewer Main

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CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: CITY MANAGER'S DEPARTMENT

SUBJECT: APPROVE A FIREWORKS SHOW BY THE MONTE FOUNDATION IN THE CAPITOLA VILLAGE TO RAISE FUNDS FOR THE MCGREGOR DRIVE SKATE PARK

RECOMMENDED ACTION: (1) Approve a fireworks show on October 16, 2014, in the Capitola Village by the Monte Foundation; and (2) Authorize the City Manager to issue a special event permit.

BACKGROUND: The Rudolph Monte Foundation (Foundation) is well known for the annual Monte Foundation Fireworks Show (Show) at Seacliff State Beach which raised funds for local schools and nonprofits. In 2013 the show was cancelled after 18 years due to the high cost to put on the show at the state beach. The event would raise money by having the schools sell tickets and have booths at the event to sell food.

The Foundation still has a desire to find an avenue to raise money for youth activities while providing an opportunity for the community to come together for an evening of fun. In so doing, the Foundation has approached the City with a fundraising plan for the McGregor Property.

DISCUSSION: The Foundation has been putting on the fireworks show at Seacliff State beach for 18 years. This event has raised over 4 million dollars for schools and youth groups since its inception. The financial cost of producing the show which included highway exit closures, California Highway Patrol staff, State Parks and County Sherrifs personnel and the extensive permitting process through the State, County and Coastal Commission forced an end to the event.

The Foundation would like to partner with the City to produce the fireworks show in Capitola. The event would be held on Thursday, October 16, 2014, in the Capitola Village. Fireworks would be shot from either a barge or from the wharf depending upon the availability of either location. The show would be free to all attendees. Funds will be raised through a surcharge by participating local businesses, and donations will go to the City to fund the skate park element at McGregor Park.

It is anticipated the Village area will remain open until just prior to the start of the show then would be closed to vehicle traffic for the duration of the show, for approximately one to one and a half hours. Vehicles may exit the Esplanade, but vehicle access into the area will be stopped. The Depot Hill neighborhood would be closed to non-resident vehicle traffic earlier in the evening. All vehicle traffic into the Village will be closed one-half hour prior to the show to prevent cars from stopping in the middle of the road to watch the show and to prevent emergency accesses from being blocked. The Police Department may also consider closing Park Avenue 15 to 20 minutes prior to the show to prevent cars from stopping in the middle of the road to watch the show. All other areas will remain open to vehicle traffic.

The Foundation would be responsible for obtaining all the necessary permits from the state and working with the City on an implementation plan and special event permit.

FISCAL IMPACT: The costs associated with the event will be paid for through the special event permit process by the Monte Foundation. The Foundation will also be responsible for all permit costs with other agencies. Funds raised by the Foundation will be donated to the skate park element at McGregor Park.

ATTACHMENT: None

Report Prepared By: Lisa G. Murphy
Administrative Services Director

Reviewed and Forwarded
by City Manager: 

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CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: CITY MANAGER'S DEPARTMENT

SUBJECT: SINGLE-USE PLASTIC AND PAPER CARRYOUT BAG ORDINANCE AMENDMENT

RECOMMENDED ACTION: Amend the Capitola Municipal Code Chapter 8.07 (Reduction of Single-Use Plastic and Paper Carryout Bags) to change the definition of plastic reusable bags to those of a thickness of 4 mils or greater.

BACKGROUND: The City Council enacted Ordinance No. 977 on January 10, 2013, adopting Chapter 8.07 to the Capitola Municipal Code which eliminated the use of single-use plastic bags, and required retail merchants to charge a fee for paper bags. Recently at City Council's January 23rd meeting, Council directed staff to review the City of Watsonville's Single-Use Plastic Bag Ban Program, specifically their requirement regarding the thickness of the allowable plastic reusable bags and bring back a review of Capitola's program.

DISCUSSION: The Council adopted Chapter 8.07 with the intent to reduce single-use plastic carryout bags and to encourage the use of reusable bags. The existing Ordinance defines reusable bags as either made of cloth or other washable woven fabric, or made of durable material including plastic that is at least 2.25 mils thick. As a way to avoid charging customers the required 25 Cents for a paper bag, some stores are providing these 2.25 mil plastic bags for free. This practice is increasing as the City has been receiving multiple complaints.

A recent survey by Save Our Shores has suggests that shoppers are not reusing these plastic bags which is the intent of the Ordinance. These bags are not nearly as durable as the 4.0 mils plastic bags. The thicker bag is much more likely to trigger the "reuse" message. The City of Watsonville recently increased the minimum allowable thickness of plastic bags to 4.0 mils, without a fee. At this time, staff is proposing to increase the thickness requirement consistent with the City of Watsonville. Currently the City of Santa Cruz and the County are not considering this change.

CURRENT ORDINANCE		STAFF RECOMMENDED CHANGES		ALTERNATIVES
Definition	Fee	Definition	Fee	Fee
Paper bag provided at point of sale	25 cent fee	No change	No change	
Single Use Plastic Bag provided at the point of sale	Banned	No change	No change	
Reusable Bag: Cloth, washable woven fabric or plastic at least 2.54 mils thick	No charge for a bag.	Reusable Bag: Cloth or washable woven fabric	No charge for a bag.	
		Reusable Bag: Plastic bag at least 4.0 mils thick	No charge for a bag	Charge 25 cents

FISCAL IMPACT: No fiscal impact to the City.

ATTACHMENT: Revised Ordinance.

Report Prepared By: Lisa G. Murphy
Administrative Services Director

Reviewed and Forwarded
by City Manager: 

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ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAPITOLA
AMENDING CHAPTER 8.07 OF THE CAPITOLA MUNICIPAL CODE
(REDUCTION OF SINGLE-USE PLASTIC AND PAPER CARRYOUT BAGS)
TO CHANGE THE THICKNESS REQUIREMENT OF PLASTIC REUSABLE BAGS**

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

Section 1. Chapter 8.07 of the Capitola Municipal Code is hereby amended to read as follows:

**“CHAPTER 8.07”
SINGLE-USE PLASTIC AND PAPER CARRYOUT BAG REDUCTION**

Sections:

- 8.07.010 Purpose and Findings
- 8.07.020 Definitions
- 8.07.030 Ban on Plastic Carryout Bags and Store Charge for Single-Use Paper Carryout Bags
- 8.07.040 Implementation
- 8.07.050 Exemptions Allowing Single Use Bags
- 8.07.060 Enforcement
- 8.07.070 Violations
- 8.07.080 Severability
- 8.07.090 Effective Date
- 8.07.100 No Conflict With Federal or State Law
- 8.07.110 Preemption

8.07.010 Purpose and Findings.

A. It is the intent of the City of Capitola, in enacting this chapter to eliminate the common use of plastic single-use carryout bags, encourage the use of reusable bags by consumers and retailers, and to reduce the consumption of single-use bags in general.

~~10. State law currently prohibits local jurisdictions from placing fees on single-use checkout plastic bags. Therefore, several Many California Cities have adopted or are pursuing a ban as the most effective remaining means to eliminate the impacts these plastic bags cause. State law does not prohibit jurisdictions from placing fees on plastic or paper bags.~~

8.07.020 Definitions.

For the purposes of this Chapter, the following definitions apply:

E. “Reusable bag” means any bag with handles that is specifically designed and manufactured for multiple reuse, and meets the following requirements: 1) is either made of cloth or other washable woven fabric, or made of durable material including plastic that is at least 2.254.0 mils thick; 2) ~~has a minimum lifetime of 125 uses, which for~~

purposes of this subsection, means the capability of carrying a minimum of 22 pounds 125 times over a distance of at least 175 feet; 3) has a minimum volume of 15 liters; 4) is washable; and 5) and 2) does not contain lead, cadmium, or any other heavy metal in toxic amounts. A reusable bag may be made of recyclable plastic such as high density polyethylene (HDPE), low density polyethylene (LDPE), or polypropylene.

8.07.090 Effective date.

This ordinance shall become effective two (2) months after the date of final passage by the City of Capitola City Council.

This ordinance was introduced on the 22nd day of May, 2014, and was passed and adopted by the City Council of the City of Capitola on the ____ day of ____, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

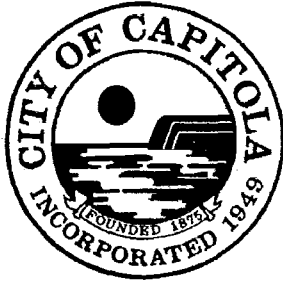
APPROVED:

Sam Storey, Mayor

ATTEST:

Susan Sneddon, City Clerk

CMC



CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: CITY MANAGER

SUBJECT: AWARD CONTRACT FOR PUBLIC OPINION RESEARCH

RECOMMENDED ACTION: Authorize the City Manager to enter into a contract with Gene Bregman and Associates in an amount not to exceed \$10,000 for a public opinion poll (Attachment 1).

BACKGROUND: Periodically the City conducts public opinion polling to help gauge the City's performance in providing services and to obtain input on particular important projects. The last City-sponsored survey was conducted two years ago (Attachment 2).

Earlier this year City Council considered a polling contract and directed staff to continue working with the Library Subcommittee to refine the scope of work. Staff has met with the Subcommittee who recommend proceeding with a survey at this time as a first step in the new library planning process.

DISCUSSION: Staff is recommending the attached contract with Gene Bregman & Associates to conduct a focused survey of 250 residents that includes questions regarding City services, library needs/usage, the City Treasurer position, and storm water runoff. The results are expected to be accurate within 6%. The City obtained proposals from two qualified firms to conduct the proposed survey. The results are summarized below:

Fairbank, Maslin, Maullin, Metz & Associates (FM3)	\$13,000 - \$14,000
Gene Bregman & Associates	\$10,000

While FM3 has conducted the City's two previous public opinion surveys, Gene Bregman and Associates is a qualified local polling firm that has done extensive polling for other local jurisdictions.

FISCAL IMPACT: Funding for the proposed contract would be obtained from three sources identified in the adopted Fiscal Year 2013/2014 Budget: \$2,000 from Public Works storm water contract services, \$4,000 from Community Development library planning contract services, and \$4,000 from City Manager unanticipated events.

ATTACHMENTS:

1. Contract
2. 2012 survey results

Report Prepared By: Jamie Goldstein, City Manager

Reviewed and Forwarded
By City Manager: 

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**CITY OF CAPITOLA
PROFESSIONAL SERVICES AGREEMENT**
Public Opinion Research
Gene Bregman & Associates

THIS AGREEMENT is entered into on May 22, 2014, by and between the City of Capitola, a Municipal Corporation, hereinafter called "City" and Gene Bregman & Associates hereinafter called "Consultant".

WHEREAS, City desires certain services described in Appendix One and Consultant is capable of providing and desires to provide these services;

NOW, THEREFORE, City and Consultant for the consideration and upon the terms and conditions hereinafter specified agree as follows:

**SECTION 1
Scope of Services**

The services to be performed under this Agreement are for public opinion research and further detailed in Appendix One.

**SECTION 2
Duties of Consultant**

All work performed by Consultant, or under its direction, shall be sufficient to satisfy the City's objectives for entering into this Agreement and shall be rendered in accordance with the generally accepted practices, and to the standards of, Consultant's profession.

Consultant shall not undertake any work beyond the scope of work set forth in Appendix One unless such additional work is approved in advance and in writing by City. The cost of such additional work shall be reimbursed to Consultant by City on the same basis as provided for in Section 4.

If, in the prosecution of the work, it is necessary to conduct field operations, security and safety of the job site will be the Consultant's responsibility excluding, nevertheless, the security and safety of any facility of City within the job site which is not under the Consultant's control.

Consultant shall meet with the City Manager, called "Director," or other City personnel, or third parties as necessary, on all matters connected with carrying out of Consultant's services described in Appendix One. Such meetings shall be held at the request of either party hereto. Review and City approval of completed work shall be obtained monthly, or at such intervals as may be mutually agreed upon, during the course of this work.

**SECTION 3
Duties of the City**

City shall make available to Consultant all data and information in the City's possession which City deems necessary to the preparation and execution of the work, and City shall actively aid and assist Consultant in obtaining such information from other agencies and individuals as necessary.

The Director may authorize a staff person to serve as his or her representative for conferring with Consultant relative to Consultant's services. The work in progress hereunder shall be reviewed from time to time by City at the discretion of City or upon the request of Consultant. If the work is satisfactory, it will be approved. If the work is not satisfactory, City will inform Consultant of the changes or revisions necessary to secure approval.

Item #: 10.C. Attach 1.pdf

Professional Services Agreement May 22, 2014
Public Opinion Research
Gene Bregman & Associates
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SECTION 4 Fees and Payment

Payment for the Consultant's services shall be made upon a schedule and within the limit, or limits shown, upon Appendix Two. Such payment shall be considered the full compensation for all personnel, materials, supplies, and equipment used by Consultant in carrying out the work. If Consultant is compensated on an hourly basis, Consultant shall track the number of hours Consultant, and each of Consultant's employees, has worked under this Agreement during each fiscal year (July 1 through June 30) and Consultant shall immediately notify City when the number of hours worked during any fiscal year by any of Consultant's employees reaches 900 hours. In addition each invoice submitted by Consultant to City shall specify the number of hours to date Consultant, and each of Consultant's employees, has worked under this Agreement during the current fiscal year.

SECTION 5 Changes in Work

City may order major changes in scope or character of the work, either decreasing or increasing the scope of Consultant's services. No changes in the Scope of Work as described in Appendix One shall be made without the City's written approval. Any change requiring compensation in excess of the sum specified in Appendix Two shall be approved in advance in writing by the City.

SECTION 6 Time of Beginning and Schedule for Completion

This Agreement will become effective when signed by both parties and will terminate on the earlier of:

- The date Consultant completes the services required by this Agreement, as agreed by the City; or
- The date either party terminates the Agreement as provided below.

Work shall begin on or about June 1, 2014.

In the event that major changes are ordered or Consultant is delayed in performance of its services by circumstances beyond its control, the City will grant Consultant a reasonable adjustment in the schedule for completion provided that to do so would not frustrate the City's objective for entering into this Agreement. Consultant must submit all claims for adjustments to City within thirty calendar days of the time of occurrence of circumstances necessitating the adjustment.

SECTION 7 Termination

City shall have the right to terminate this Agreement at any time upon giving ten days written notice to Consultant. Consultant may terminate this Agreement upon written notice to City should the City fail to fulfill its duties as set forth in this Agreement. In the event of termination, City shall pay the Consultant for all services performed and accepted under this Agreement up to the date of termination.

SECTION 8 Insurance

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. General Liability coverage (Occurrence Form CG 0001).
2. Insurance Services office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

- | | |
|--|---|
| 1. General Liability:
(including operations, products and completed operations) | \$1,000,000 per occurrence and \$2,000,000 in aggregate (including operations, for bodily injury, personal and property damage). |
| 2. Automobile Liability: | \$1,000,000 per accident for bodily injury and property damage. |

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Capitola, its officers, officials, employees and volunteers are to be covered as additional insured's as respects: liability arising out of work or operations performed by or on behalf of the Consultant or automobiles owned, leased, hired or borrowed by the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, returned receipt requested, has been given to the City.

4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements affecting coverage by this clause. The endorsements should be on forms provided by the City or on other than the City's forms provided those endorsements conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

**SECTION 9
Indemnification**

Consultant agrees to indemnify, defend, and hold harmless the City, its officers, agents and employees, from and against any and all claims, demands, actions, damages, or judgments, including associated costs of investigation and defense arising in any manner from consultant's negligence, recklessness, or willful misconduct in the performance of this agreement.

**SECTION 10
Civil Rights Compliance/Equal Opportunity Assurance**

Every supplier of materials and services and all consultants doing business with the City of Capitola shall be in compliance with the applicable provisions of the Americans with Disabilities Act of 1990, and shall be an equal opportunity employer as defined by Title VII of the Civil Rights Act of 1964 and including the California Fair Employment and Housing Act of 1980. As such, consultant shall not discriminate against any person on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, age or sex with respect to hiring, application for employment, tenure or terms and conditions of employment. Consultant agrees to abide by all of the foregoing statutes and regulations.

**SECTION 11
Legal Action/Attorneys' Fees**

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees in addition to any other relief to which he or she may be entitled. The laws of the State of California shall govern all matters relating to the validity, interpretation, and effect of this Agreement and any authorized or alleged changes, the performance of any of its terms, as well as the rights and obligations of Consultant and the City.

**SECTION 12
Assignment**

This Agreement shall not be assigned without first obtaining the express written consent of the Director after approval of the City Council.

SECTION 13 Amendments

This Agreement may not be amended in any respect except by way of a written instrument which expressly references and identifies this particular Agreement, which expressly states that its purpose is to amend this particular Agreement, and which is duly executed by the City and Consultant. Consultant acknowledges that no such amendment shall be effective until approved and authorized by the City Council, or an officer of the City when the City Council may from time to time empower an officer of the City to approve and authorize such amendments. No representative of the City is authorized to obligate the City to pay the cost or value of services beyond the scope of services set forth in Appendix Two. Such authority is retained solely by the City Council. Unless expressly authorized by the City Council, Consultant's compensation shall be limited to that set forth in Appendix Two.

SECTION 14 Miscellaneous Provisions

1. *Project Manager.* Director reserves the right to approve the project manager assigned by Consultant to said work. No change in assignment may occur without prior written approval of the City.
2. *Consultant Service.* Consultant is employed to render professional services only and any payments made to Consultant are compensation solely for such professional services.
3. *Licensure.* Consultant warrants that he or she has complied with any and all applicable governmental licensing requirements.
4. *Other Agreements.* This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter, and no other agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
5. *City Property.* Upon payment for the work performed, or portion thereof, all drawings, specifications, records, or other documents generated by Consultant pursuant to this Agreement are, and shall remain, the property of the City whether the project for which they are made is executed or not. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information and reference in connection with the City's use and/or occupancy of the project. The drawings, specifications, records, documents, and Consultant's other work product shall not be used by the Consultant on other projects, except by agreement in writing and with appropriate compensation to the City.
6. *Consultant's Records.* Consultant shall maintain accurate accounting records and other written documentation pertaining to the costs incurred for this project. Such records and documentation shall be kept available at Consultant's office during the period of this Agreement, and after the term of this Agreement for a period of three years from the date of the final City payment for Consultant's services.
7. *Independent Contractor.* In the performance of its work, it is expressly understood that Consultant, including Consultant's agents, servants, employees, and subcontractors, is an independent contractor solely responsible for its acts and omissions, and Consultant shall not be considered an employee of the City for any purpose.

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8. *Conflicts of Interest.* Consultant stipulates that corporately or individually, its firm, its employees and subcontractors have no financial interest in either the success or failure of any project which is, or may be, dependent on the results of the Consultant's work product prepared pursuant to this Agreement.

9. *Notices.* All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to the respective parties as follows:

CITY
CITY OF CAPITOLA
420 Capitola Avenue
Capitola, CA 95010
831-475-7300

CONSULTANT
P.O. Box 2799,
Aptos, CA 95001
831.685.2700

By: _____
Benjamin Goldstein, City Manager

By: _____
Gene Bregman, Consultant

Dated: _____

Dated: _____

Approved as to Form:

John G. Barisone, City Counsel

APPENDIX ONE
Scope of Services

- Random survey of 250 registered voters in the City of Capitola at 10 minutes per interview;
- Consultation solely with principal of Gene Bregman & Associates;
- Assistance in developing topic areas to be investigated;
- Development of survey questionnaire;
- Scientific sample selection to assure our reaching accurate representations of the population;
- Pre-testing of questionnaire;
- Conduct of field work from our central phone bank;
- Editing, coding, and electronic data processing;
- Full computer printouts of all cross-tabulated data;
- Analyses of survey results, including appropriate graphical presentation;
- In-person presentation of results;
- On-going strategy and consultation.

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**APPENDIX TWO
Fees and Payments**

In no event shall the total fee charged for the scope of work set forth in Appendix One exceed the total budget of \$10,000 without specific, written advance authorization from the City. Payment shall be made in two installments, \$5,000 upon approval of the final questionnaire and final payment of \$5,000 upon receiving survey results.

Payments shall be made monthly by the City, based on itemized invoices from the Consultant which list actual costs and expenses. Such payments shall be for the invoice amount. The monthly statements shall contain the following affidavit signed by a principal of the Consultant's firm:

"I hereby certify as principal of the firm of _____, that the charge of \$_____ as summarized above and shown in detail on the attachments is fair and reasonable, is in accordance with the terms of the Agreement dated _____, __, and has not been previously paid."

CAPITOLA VOTER SURVEY
220-3346 WFT
N=300

Time Began _____
 Time Ended _____
 Minutes _____

Hello, I'm _____ from F-M-3, a public opinion research company. I am not trying to sell you anything and will not ask for a contribution of any kind. We are conducting an opinion survey about issues that interest people living in Capitola, and we are only interested in your opinions. May I speak to _____?
YOU MUST SPEAK TO THE VOTER LISTED. VERIFY THAT THE VOTER LIVES AT THE ADDRESS LISTED, OTHERWISE TERMINATE.

A. Before we begin, could you please tell me if I have reached you on a cell phone? **(IF YES, ASK: Are you in a place where it is safe to talk on the cell phone?)**

Yes, cell and in safe place----- 30%
 Yes, cell not in safe place ----- **TERMINATE**
 No, not on cell ----- 70%
(DON'T READ) DK/NA/REFUSED ----- TERMINATE

1. Next, in November there will be a general election for President, U.S. Senate, Congress and other state and local offices and ballot measures. I know it is a long way off, but how likely are you to actually vote in this election? Will you definitely vote, probably vote, are the chances 50-50 that you will vote, will you probably not vote, or will you definitely not vote?

Definitely vote----- 91%
 Probably vote -----8%
 50-50-----0%
 Probably not vote ----- **TERMINATE**
 Definitely not vote ----- **TERMINATE**
(DON'T KNOW/NA) ----- TERMINATE

2. **(T)** Overall, how would you rate the quality of life in Capitola today? Would you say it is...?

Excellent----- 47%
 Good ----- 45%
 Just fair, or -----6%
 Poor -----1%
(DON'T KNOW/NA) -----0%

NEXT I WOULD LIKE TO ASK YOU ABOUT A MEASURE THAT MAY APPEAR ON THE BALLOT IN THIS YEAR'S NOVEMBER ELECTION IN THE CITY OF CAPITOLA.

3. Suppose there was a ballot measure asking voters in the City of Capitola to approve a one-quarter cent sales tax to help the City repair damage and rebuild after last year's flooding. The measure would provide a new and stable source of revenue for essential City services and infrastructure, including street and road repair, full police department staffing and maintenance and enhancement of local parks. The measure would also reestablish the City's "rainy day" revenue fund which was spent on flood damage repairs.

If such a measure was on the ballot and the election were today, do you think you would vote "Yes" in favor or "No" to oppose it? **(IF YES/NO ASK:)** "Is that definitely [YES/NO] or just probably?" **(IF UNDECIDED, ASK:)** "What are you leaning towards, voting YES, or voting NO?"

Definitely yes ----- 44%
 Probably yes ----- 17%
 Undecided, lean yes -----5%
 Undecided, lean no -----4%
 Probably no -----5%
 Definitely no ----- 20%
(DON'T READ) DK/NA-----4%

LET ME PROVIDE YOU WITH MORE INFORMATION ABOUT THIS ISSUE.

4. As you may know, voters approved Measure D in 2008. Measure D extended Capitola's existing temporary one-quarter cent sales tax for an additional nine years, until 2017. The new measure I just asked you about would be in addition to the existing temporary sales tax. If approved by voters, this new measure would bring Capitola's total local sales tax to one-half cent until the year 2017 when Measure D expires. Then the local sales tax would again be a quarter cent. Now that you have heard more about it, let me ask you again about the new one-quarter cent sales tax measure to help the City repair damage and rebuild from recent flooding and provide a new stable source of revenue for City services and infrastructure improvements.

If there were an election today, would you vote "Yes" in favor of this measure or "No" to oppose it? **(IF YES/NO ASK:)** "Is that definitely [YES/NO] or just probably?" **(IF UNDECIDED, ASK:)** "What are you leaning towards, voting YES, or voting NO?"

Definitely yes ----- 42%
 Probably yes ----- 17%
 Undecided, lean yes -----6%
 Undecided, lean no -----6%
 Probably no -----6%
 Definitely no ----- 21%
(DON'T READ) DK/NA-----3%

5. Next, Governor Brown will place a measure on the November ballot increasing the state sales tax by one-half cent and raising the state income tax rate on incomes of 250 thousand dollars or more for individuals and 500 thousand dollars or more for families. These state tax increases would expire in five years. Capitola’s new one-quarter cent sales tax measure would be on the same ballot as the Governor’s state tax increase measure. Hearing this, do you think you would vote “Yes” in favor of Capitola’s local sales tax increase or “No” to oppose it? **(IF YES/NO ASK:)** “Is that definitely [YES/NO] or just probably?” **(IF UNDECIDED, ASK:)** “What are you leaning towards, voting YES, or voting NO?”

Definitely yes ----- 40%
 Probably yes ----- 19%
 Undecided, lean yes ----- 8%
 Undecided, lean no ----- 4%
 Probably no ----- 9%
 Definitely no ----- 19%
(DON'T READ) DK/NA ----- 2%

NOW I WOULD LIKE TO ASK YOU ABOUT A SLIGHTLY DIFFERENT ISSUE

6. Next, the City of Capitola is also considering an increase in the Transient Occupancy Tax, or T-O-T, which is paid by guests on local hotel bills. Would you support or oppose increasing Capitola’s Transient Occupancy Tax from 10 to 12 percent? **(IF SUPPORT/OPPOSE, ASK:)** “Is that strongly **SUPPORT/OPPOSE** or just somewhat?”

Strongly support **(SKIP TO Q8)** ----- 31%
 Somewhat support **(SKIP TO Q8)** ----- 24%
 Somewhat oppose **(ASK Q7)** ----- 10%
 Strongly oppose **(ASK Q7)** ----- 24%
(DON'T READ) DK/NA (ASK Q7) --- 11%

(IF “OPPOSE” OR “DON’T KNOW” ON Q6, ASK Q7)

7. What if you knew that neighboring cities are also considering an increase in their Transient Occupancy Tax, or T-O-T, which is paid by guests on local hotel bills. If other cities raised their local Transient Occupancy Tax from 10 to 12 percent, would you support or oppose increasing Capitola’s Transient Occupancy Tax by the same amount to match this tax in surrounding cities? **(IF SUPPORT/OPPOSE, ASK:)** “Is that strongly **SUPPORT/OPPOSE** or just somewhat?”

Strongly support ----- 7%
 Somewhat support ----- 15%
 Somewhat oppose ----- 17%
 Strongly oppose ----- 47%
(DON'T READ) DK/NA ----- 15%

(RESUME ASKING ALL RESPONDENTS)

NOW I WOULD LIKE TO ASK YOU ABOUT ISSUES FACING THE CITY OF CAPITOLA.

8. I'm going to mention some issues various people say might be problems for residents of Capitola. After you hear each one, please tell me whether you personally consider it to be a problem for people living in Capitola or not. **(IF A PROBLEM, ASK: Do you consider this to be an extremely, very, or not too serious of a problem?) (RANDOMIZE)**

EXT. SER PROB	VERY SER PROB	NOT TOO SER PROB	NO, NOT A PROB	(DON'T READ) DK/NA
------------------------------	------------------------------	---------------------------------	-------------------------------	-----------------------------------

(ALWAYS ASK "a" FIRST)

a. (T) The condition of the local economy----- 14% -----44%----- 29% ----- 10% ---- 3%

(SPLIT SAMPLE A ONLY) (ROTATE)

[]b. (T) The adequacy of funding for City services----- 13% -----27%----- 25% ----- 17% ---- 17%

[]c. (T) The condition of local streets ----- 14% -----27%----- 42% ----- 17% ---- 0%

[]d. Crime in general ----- 8% -----17%----- 48% ----- 26% ---- 1%

[]e. Traffic congestion ----- 24% -----27%----- 40% ----- 8% ---- 1%

[]f. (T) The condition of Capitola parks and recreation facilities ----- 7% -----14%----- 46% ----- 29% ---- 4%

[]g. (T) The amount people have to pay in local taxes----- 15% -----23%----- 41% ----- 16% ---- 4%

(SPLIT SAMPLE B) (ROTATE)

[]h. The time it takes for police to respond to service calls----- 6% -----11%----- 20% ----- 48% ---- 15%

[]i. (T) The condition of local sidewalks ----- 6% -----20%----- 39% ----- 31% ---- 4%

[]j. (T) Waste and inefficiency in City government ----- 14% -----27%----- 29% ----- 14% ---- 16%

[]k. Inadequate flood control and storm water protection measures ----- 18% -----31%----- 27% ----- 13% ---- 11%

[]l. (T) The availability of affordable housing----- 25% -----36%----- 19% ----- 12% ---- 7%

[]m. (T) Traffic congestion along 41st Avenue----- 28% -----34%----- 24% ----- 14% ---- 1%

[]n. (T) Water quality in Soquel Creek----- 23% -----30%----- 20% ----- 19% ---- 9%

[]o. The availability of parks and open space----- 4% -----14%----- 33% ----- 48% ---- 1%

(RESUME ASKING ALL RESPONDENTS)

9. (T) Overall, how would you rate the job being done by the City of Capitola in providing services and taking care of the needs of local residents? Would you say the City is doing an...?

Excellent-----	14%
Good -----	51%
Just fair -----	28%
Poor, or -----	5%
Very poor job -----	1%
(DON'T KNOW/NA) -----	2%

10. Next, let me ask you specifically, how would you rate the job being done by City officials in (READ ITEM)? Would you say City officials are doing an excellent, good, just fair or poor job?

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>JUST FAIR</u>	<u>POOR</u>	<u>(DON'T READ) DK</u>
(RANDOMIZE)					
[]a. Managing the City's budget and finances -----	8%	34%	29%	11%	18%
[]b. Planning for the future in an era of reduced city revenues -----	7%	36%	27%	10%	19%
[]c. Negotiating fair and affordable pay and benefits for local public employees-----	6%	31%	23%	7%	33%

11. Next, I am going to mention some of the programs and services provided by the City of Capitola. After you hear each one, please tell me whether you are generally satisfied or dissatisfied with the quality of that service in the City of Capitola. (IF SATISFIED/DISSATISFIED, ASK: Is that very SATISFIED/DISSATISFIED or just somewhat?) (RANDOMIZE)

	<u>VERY SATIS.</u>	<u>SMWT SATIS.</u>	<u>SMWT DISSAT.</u>	<u>VERY DISSAT.</u>	<u>(DON'T KNOW/NA)</u>
(SPLIT SAMPLE A ONLY)					
[]a. (T) Maintaining local parks -----	40%	51%	2%	1%	5%
[]b. (T) Providing street lighting -----	37%	48%	9%	4%	3%
[]c. (T) Enforcing parking laws -----	37%	45%	9%	2%	9%
[]d. (T) Maintaining public streets -----	26%	47%	20%	6%	0%
[]e. Providing affordable recreation programs for people of all ages-----	34%	46%	7%	2%	11%
[]f. (T) Providing police protection-----	59%	33%	6%	3%	0%
[]g. Managing storm water pollution programs -----	16%	39%	17%	10%	18%

(SPLIT SAMPLE B ONLY)

[]h. (T) Street sweeping -----	53%	38%	5%	3%	1%
[]i. (T) Having an adequate number of parks -----	61%	24%	9%	4%	2%
[]j. (T) Maintaining public sidewalks-----	34%	43%	14%	6%	3%
[]k. (T) Keeping beaches clean-----	55%	31%	8%	3%	3%
[]l. (T) Ensuring the availability of affordable housing in the city-----	15%	26%	25%	17%	17%
[]m. (T) Enforcing traffic laws -----	47%	36%	11%	6%	0%

NOW I'D LIKE TO ASK YOU ABOUT YOUR EXPERIENCES WITH THE CITY OF CAPITOLA AND ITS EMPLOYEES.

12. (T) Have you had any direct contact, either in person or by telephone, with Capitola City government in the past year?

Yes -----(ASK Q13)--40%
 No -----(SKIP TO Q14)--59%
 (DON'T READ) DK/NA --- (SKIP TO Q14)--1%

(IF "YES" ON Q12, ASK Q13)

13. (T) With which City department did you have contact? (DO NOT READ LIST, ACCEPT MULTIPLE RESPONSES)

Capitola History Museum -----7%
 City Attorney -----4%
 City Council -----30%
 City Clerk -----17%
 City Manager -----12%
 Recreation-----6%
 Planning/permitting/building-----30%
 Police -----31%
 Public Works -----18%
 Parking-----10%
 Other (SPECIFY) -----7%
 (DON'T READ) DK/NA-----0%

(RESUME ASKING ALL RESPONDENTS)

14. Next, I'm going to mention some places or sources where people might get information about Capitola's City government. After I read each one, please tell me whether you ever use that source to get information about Capitola City government. (IF YES, ASK: Do you find it a very useful, somewhat useful, or not useful source of information about City government?) (RANDOMIZE)

	<u>YES,</u> <u>VERY</u> <u>USEFUL</u>	<u>YES,</u> <u>SMWT</u> <u>USEFUL</u>	<u>YES,</u> <u>NOT</u> <u>USEFUL</u>	<u>NO,</u> <u>DO NOT</u> <u>USE</u>	<u>(DON'T</u> <u>KNOW/NA)</u>
[]a. (T) City newsletters -----	27%	30%	5%	33%	5%
[]b. (T) The Santa Cruz Sentinel -----	30%	36%	6%	26%	1%
[]c. (T) The Capitola Times-----	29%	34%	7%	27%	3%
[]d. (T) The Mid-County Post -----	22%	27%	3%	44%	4%
[]e. (T) The City's website-----	23%	19%	5%	50%	3%
[]f. (T) Community meetings with City officials-----	20%	19%	7%	49%	5%

NEXT, I WOULD LIKE TO RETURN TO OUR DISCUSSION OF THE BALLOT MEASURE TO AUTHORIZE A ONE-QUARTER CENT SALES TAX TO FUND ESSENTIAL CITY SERVICES AND INFRASTRUCTURE IMPROVEMENTS.

15. I am going to mention various ways in which the funds generated by this ballot measure could be spent. After I read each item, please tell me how important it is for you personally that money from this tax be spent on that item: Is it extremely important, very important, somewhat important, or not too important? (RANDOMIZE)

	<u>EXT.</u> <u>IMP.</u>	<u>VERY</u> <u>IMP.</u>	<u>SMWT</u> <u>IMP.</u>	<u>NOT TOO</u> <u>IMP.</u>	<u>(DK/NA)</u>
(SPLIT SAMPLE A ONLY)					
[]a. Repairing and maintaining local streets and roads -----	22%	48%	22%	6%	2%
[]b. Maintaining the long-term financial stability of the City -----	35%	43%	14%	5%	3%
[]c. Improving flood control -----	33%	33%	21%	11%	2%
[]d. Restoring the police department to full staffing -----	31%	23%	25%	20%	2%
[]e. Building a permanent structure for the City library -----	17%	34%	24%	25%	1%
[]f. Creating and maintaining parks -----	16%	40%	30%	13%	1%
[]g. Repairing infrastructure damage from last year's flood -----	30%	36%	21%	11%	2%
[]h. Increasing the number of parking spaces around the City -----	14%	28%	31%	26%	0%
[]i. Relocating residents of the Pacific Cove Mobile Home Park, which was badly damaged by last year's flood -----	32%	29%	22%	13%	5%
(SPLIT SAMPLE B ONLY)					
[]j. Providing a stable source of revenue to maintain and improve essential City services -----	29%	35%	23%	11%	1%
[]k. Improving storm water management -----	29%	35%	22%	11%	2%
[]l. Rebuilding the police station and relocating it outside of the floodplain -----	18%	19%	25%	36%	3%
[]m. Improving local parks -----	15%	23%	35%	24%	3%
[]n. Restoring the City's financial reserves -----	25%	33%	28%	9%	5%
[]o. Converting the Rispian Mansion into a public park -----	17%	11%	24%	41%	6%
[]p. Repairing local sidewalks -----	16%	24%	36%	22%	2%
[]q. Expanding and modernizing City library facilities -----	14%	31%	29%	24%	2%

(RESUME ASKING ALL RESPONDENTS)

16. First, I am going to read you some statements from people who support the measure. After hearing each statement, please tell me whether you find it very convincing, somewhat convincing, or not convincing as a reason to vote Yes on this measure. If you do not believe the statement or if it has no effect on your thinking one way or the other, please tell me that too. **(RANDOMIZE)**

	<u>VERY CONV.</u>	<u>SMWT CONV.</u>	<u>NOT CONV.</u>	<u>DON'T BELIEVE</u>	<u>NO EFF.</u>	<u>(DK/NA)</u>
[]a. (ACCOUNTABILITY) This measure will be subject to strict accountability provisions, including annual independent financial audits, local control over how money is spent and public review of all expenditures. These requirements will ensure that funds are spent as promised to voters.	38%	32%	15%	8%	7%	1%
[]b. (PUBLIC SAFETY) This measure will enable Capitola to fully staff the local police department and re-locate the police headquarters outside of the flood plain—ensuring that the department can carryout its duties and respond effectively to keep our community safe.	30%	33%	22%	7%	7%	1%
[]c. (REBUILD RESERVES/CLOSE DEFICIT) Capitola has prided itself on being fiscally conservative and consistently balancing the City budget. However, last year's flooding, the recession and a reduction in sales tax revenue have depleted emergency reserves and created a structural deficit of two-point-eight million dollars. This measure will help close the structural deficit and maintain essential City services that contribute to Capitola's favorable quality of life.	39%	33%	14%	4%	7%	2%

VERY SMWT NOT DON'T NO
CONV. CONV. CONV. BELIEVE EFF. (DK/NA)

(Q16 CONT.)

[]d. (FLOOD RECOVERY) Last year's flood devastated Capitola, causing severe damage to the Village, the City's police station, the Pacific Grove Mobile Home Park and many other local homes and businesses. This measure will provide the funding necessary to recover from the disaster and make important repairs to the City's infrastructure. -----42%----- 32%----- 16% -----5% -----5% ----- 0%

17. Now that you have heard more about it, let me ask you again about the ballot measure to approve a one-quarter cent sales tax to help the City repair damage from last year's flooding and provide a stable source of revenue for essential City services and infrastructure improvements, including street and road repair, police protection and maintaining local parks. If there were an election today, do you think you would vote "Yes" in favor of this measure or "No" to oppose it? (IF YES/NO, ASK: "Is that definitely or just probably?") (IF UNDECIDED, ASK:) "Do you lean toward voting yes or no?"

Definitely yes ----- 44%
 Probably yes ----- 19%
 Undecided, lean yes -----8%
 Undecided, lean no -----3%
 Probably no -----5%
 Definitely no ----- 19%
 (DON'T READ) DK/NA -----2%

18. Next, I am going to provide you some statements from people who oppose the measure we have been discussing. After hearing each statement, please tell me whether you find it very convincing, somewhat convincing, or not convincing as a reason to vote No on this measure. If you do not believe the statement or if it has not effect on your thinking one way or the other, please tell me that too. (RANDOMIZE)

VERY SMWT NOT DON'T NO
CONV. CONV. CONV. BELIEVE EFF. (DK/NA)

[]a. (TAXES) Taxes are too high already. Capitola already has a quarter-cent sales tax to fund City services and the state will be increasing the sales tax this year too. Enough is enough. No new taxes.-----31%----- 20%----- 30% -----5% ----- 12% ----- 1%

	<u>VERY CONV.</u>	<u>SMWT CONV.</u>	<u>NOT CONV.</u>	<u>DON'T BELIEVE</u>	<u>NO EFF.</u>	<u>(DK/NA)</u>
[]b. (WASTE) The City needs to cut waste and inefficiency. There are plenty of places to save money in the budget without raising taxes.-----	23%	27%	27%	8%	12%	2%
[]c. (PUBLIC EMPLOYEE SALARIES) Money from this measure will ultimately go to higher salaries and pensions for City bureaucrats. The City should scale back high cost employee pensions and benefits instead of raising taxes. -----	30%	22%	24%	10%	13%	0%
[]d. (ECONOMY) We are facing the worst economy in a generation and many families are struggling just to make ends meet. It is not the right time to raise taxes.-----	32%	23%	29%	4%	11%	1%

19. Now that you have heard from both sides about this ballot measure, let me ask you one more time. If there were an election today, would you vote “Yes” in favor or “No” to oppose the ballot measure authorizing a one-quarter cent sales tax to help the City repair damage from last year’s flooding and provide a stable source of revenue for essential City services and infrastructure improvements, including street and road repair, police protection and maintaining local parks. **(IF YES/NO, ASK: “Is that definitely or just probably?”) (IF UNDECIDED, ASK:)** “Do you lean toward voting yes or no?”)

Definitely yes -----	42%
Probably yes -----	15%
Undecided, lean yes -----	8%
Undecided, lean no -----	3%
Probably no -----	8%
Definitely no -----	21%
(DON'T READ) DK/NA -----	2%

HERE ARE MY LAST QUESTIONS, AND THEY ARE FOR STATISTICAL PURPOSES ONLY.
--

20. **(T)** How long have you lived in the City of Capitola?

Less than two years -----	4%
Between two and five years -----	15%
Between five and ten years -----	23%
Between ten and twenty years -----	25%
More than twenty years -----	34%
(DON'T READ) DK/NA -----	1%

21. (T) Do you own or rent your home or apartment?

Own -----68%
 Rent -----30%
 (DON'T READ) DK/NA -----2%

22. (T) Are there children under the age of 18 living at home with you?

Yes -----23%
 No -----77%
 (REFUSED/NA)-----0%

23. What is your current employment status? Are you... (READ LIST)

Employed full-time or more-----44%
 Employed part-time -----12%
 A homemaker who does not work
 outside the home -----2%
 Retired-----33%
 A student -----1%
 Unemployed -----5%
 (DON'T READ) Refused -----2%

24. (T) In what year were you born?

1994-1988 (18-24) -----4%
 1987-1983 (25-29) -----6%
 1982-1978 (30-34) -----4%
 1977-1973 (35-39) -----10%
 1972-1968 (40-44) -----11%
 1967-1963 (45-49) -----5%
 1962-1958 (50-54) -----7%
 1957-1953 (55-59) -----10%
 1952-1948 (60-64) -----16%
 1947-1938 (65-74) -----13%
 1937 or earlier (75 & over) -----11%
 (DON'T READ) DK/Refused -----3%

25. (T) I don't need to know the exact amount but I'm going to read you some categories for household income. Would you please stop me when I have read the category indicating the total combined income for all the people in your household before taxes in 2011?

\$30,000 and under ----- 17%
 \$30,001 - \$50,000----- 18%
 \$50,001 - \$75,000----- 17%
 \$75,001 - \$100,000 ----- 11%
 \$100,001 - \$150,000----- 10%
 More than \$150,000 -----6%
 (DON'T READ) DK/NA----- 21%

THANK AND TERMINATE

Gender: Male----- 44%
 Female ----- 56%

Party Registration: Democrat ----- 56%
 Republican ----- 18%
 Decline-to-State ----- 15%
 Other ----- 11%

Name _____ Page # _____
 Address _____ Voter ID # _____
 City _____ Precinct _____
 Zip _____ Interviewer _____

FLAGS

P06 ----- 44%
 G06 ----- 70%
 F08 ----- 73%
 P08 ----- 48%
 G08 ----- 91%
 M09 ----- 49%
 P10 ----- 53%
 G10 ----- 82%
 Blank ----- 3%

VOTE BY MAIL

1 ----- 15%
 2 ----- 8%
 3+ ----- 36%
 BLANK ----- 41%

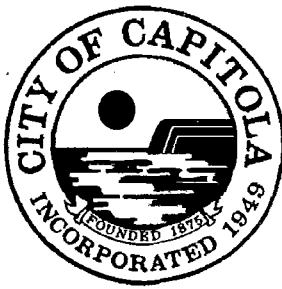
PERMANENT ABSENTEE

Yes ----- 44%
 No ----- 56%

HOUSEHOLD PARTY TYPE

Dem 1 -----	38%
Dem 2+-----	11%
Rep 1 -----	7%
Rep 2+-----	6%
Ind 1+-----	17%
Mix-----	21%

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CITY COUNCIL AGENDA REPORT

MEETING OF MAY 22, 2014

FROM: COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: ZONING ORDINANCE UPDATE WORK PLAN

RECOMMENDED ACTION: Staff recommends the City Council accept the staff report and provide direction.

BACKGROUND: The City Council considered the proposed General Plan update at their May 8, 2014, hearing and directed staff to return with a revised plan. Staff anticipates presenting the revised General Plan to the City Council at their June 26, 2014 hearing. Following adoption of the General Plan update, staff intends to turn its focus toward completing a comprehensive update of the City's Zoning Ordinance (Title 17 of the Capitola Municipal Code).

The City's most recent comprehensive Zoning Ordinance update was completed in 1975, although remnant sections dating back to 1951 are still present in the Code. The Zoning Ordinance has been amended numerous times since the 1975 update to address various community concerns, changed circumstances, and new legal requirements.

The City's current Zoning Ordinance is a product of nearly 40 years of uncoordinated amendments resulting in a document which can be confusing for the public, staff, and decision makers. Consequently, the City Council directed staff in 2010 to comprehensively update the Zoning Ordinance in conjunction with the General Plan update.

DISCUSSION: The objective of the Zoning Ordinance update is to develop a Code which promotes high quality design, protects neighborhood character, satisfies current legal standards, and is easier to understand, administer, and enforce. The new Ordinance will implement the General Plan update, including zone districts which complement General Plan land use designations and the goals, policies, and actions contained in each element. Sections of the current Zoning Ordinance which have served the City well will be retained and reinforced. Sections which have been less effective will be modified, replaced, or eliminated.

Proposed Zoning Ordinance update core principles

Development of the new Zoning Ordinance is proposed to be based on the following core principles:

- **Clear, concise, and comprehensive**

To develop a more user-friendly Zoning Ordinance, staff proposes to:

- ❖ Replace complex and legalistic language with concise plain English;
- ❖ Present development standards in a table format whenever possible;
- ❖ Add diagrams and illustrations to help explain standards and communicate intent;
- ❖ Reorganize the Code and provide cross-referencing and navigation aids so that information is easier to find;
- ❖ Simplify, refine, or eliminate unnecessary and obsolete regulations and procedures; and,
- ❖ Provide a more comprehensive list of definitions, use types, and standards to address a broader range of uses and issues.
- ❖ Consistent with General Plan and current legal standards

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- ❖ Promote high quality design
- ❖ Protect neighborhood character
- ❖ Environmental protection and sustainability
- ❖ Historic preservation
- ❖ Support economic development
- ❖ Facilitate development review

Proposed Zoning Ordinance update work plan

The proposed Zoning Ordinance update work plan would consist of stakeholder outreach and interviews, identification of issues and options, and a series of public workshops with the Planning Commission and City Council. A draft Zoning Ordinance will be prepared and released for public review and comment following authorization for the Planning Commission and City Council. Adoption hearings would occur following the public review period. The proposed work plan is outlined below:

1. Stakeholder outreach

As a first step, staff would engage stakeholders representing a broad range of interests to help identify issues, options, and opportunities to improve the Zoning Ordinance. To promote inclusiveness and transparency, staff would reach out to representatives of various neighborhoods and interests, and solicit their participation in focus group interviews. Staff anticipates stakeholder interview sessions comprised of three to five representatives per group. Staff would develop a list of questions to present to each group and would invite participants to offer comments and suggestions.

Feedback received from participants would be used to develop an Issues and Options white paper which would subsequently be presented to the Planning Commission and City Council. At a minimum, staff would contact stakeholders representing the following interests:

- ❖ Merchants and businesses
- ❖ Architects, engineers, planners, and contractors
- ❖ Community and neighborhood representatives
- ❖ Environmental interests
- ❖ Property owners and developers
- ❖ Recent applicants

Staff would also create an online survey which would be available to any interested member of the public. Staff would publicize the survey through the City website, newsletter, and by direct correspondence to members of the public who participated in the General Plan Update process. Survey results would also be used to develop the Issues and Options white paper.

Staff will continue to engage stakeholders throughout the process and would invite their comments on draft Ordinance sections. Staff would also retain the www.plancapitola.com website to provide updates on the Zoning Ordinance update effort and to provide the public and stakeholders with easy access to zoning related documents.

2. Issues and options identification

Although staff and members of the Planning Commission are aware of many of the issues with the current Zoning Ordinance, it is expected that stakeholder interviews and the public survey will yield additional issues and options for consideration. Staff will compile all of the issues, ideas, and options obtained during outreach efforts and develop an Issues and Options white paper. The white paper will subsequently be presented at a Planning

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Commission workshop(s) to receive recommendations. Issues and Options would then be presented at a City Council workshop(s) along with the Commission's recommendations.

3. Preparation of preliminary draft Zoning Ordinance

Following completion of the Issues and Options workshops, staff will prepare a preliminary draft Zoning Ordinance. Sections of the preliminary draft Zoning Ordinance would be grouped together and presented at Planning Commission workshops for recommendations, followed by presentations at City Council workshops.

4. Planning Commission workshops

Staff would schedule a number of public workshops with the Planning Commission to review draft sections of the draft Zoning Ordinance and to provide recommendations to the City Council. Due to the volume of material to review, it is anticipated that at least four public workshops will be necessary. Each workshop would include a review of individual Ordinance sections, grouped together by topic and function.

If necessary, additional workshops would be scheduled to allow adequate review of the Ordinance. Because the number of public hearings will have a direct effect on the overall project schedule, staff may request the Planning Commission to hold a second meeting per month to allow focused consideration of Zoning Ordinance matters.

5. City Council workshops

Following the conclusion of each Planning Commission workshop, staff would schedule a workshop with the City Council to present the Planning Commission's recommendations and to seek City Council direction.

6. Draft Zoning Ordinance and CEQA document

Once Planning Commission and City Council workshops have been completed, staff will request authorization to prepare the draft Zoning Ordinance and CEQA document and to release them for public review and comment.

7. Adoption hearings

Following public review, staff will incorporate revisions into the draft documents and present them to the Planning Commission and City Council for adoption.

8. Coastal Commission – LCP Amendment

The Zoning Ordinance is part of the City's Local Coastal Program (LCP) Implementation Plan. Consequently, adoption of the new Zoning Ordinance will require a LCP amendment and Coastal Commission approval.

Schedule

The project schedule will largely be driven by the number of public workshops and hearings necessary to reach consensus. Staff has prepared a process and schedule diagram (Attachment 1) which if followed would enable adoption hearings to commence in the first quarter of 2015.

FISCAL IMPACT: The City has an existing contract with Placeworks (formerly the Planning Center/DC&E) to complete the Zoning Ordinance update. Staff does not propose nor anticipate additional consultant funding to complete the Zoning Ordinance. The update process will, however, require significant staff time and effort to complete. Staff costs will be funded through a combination of General Plan Maintenance Funds and General Fund revenue.

ATTACHMENTS:

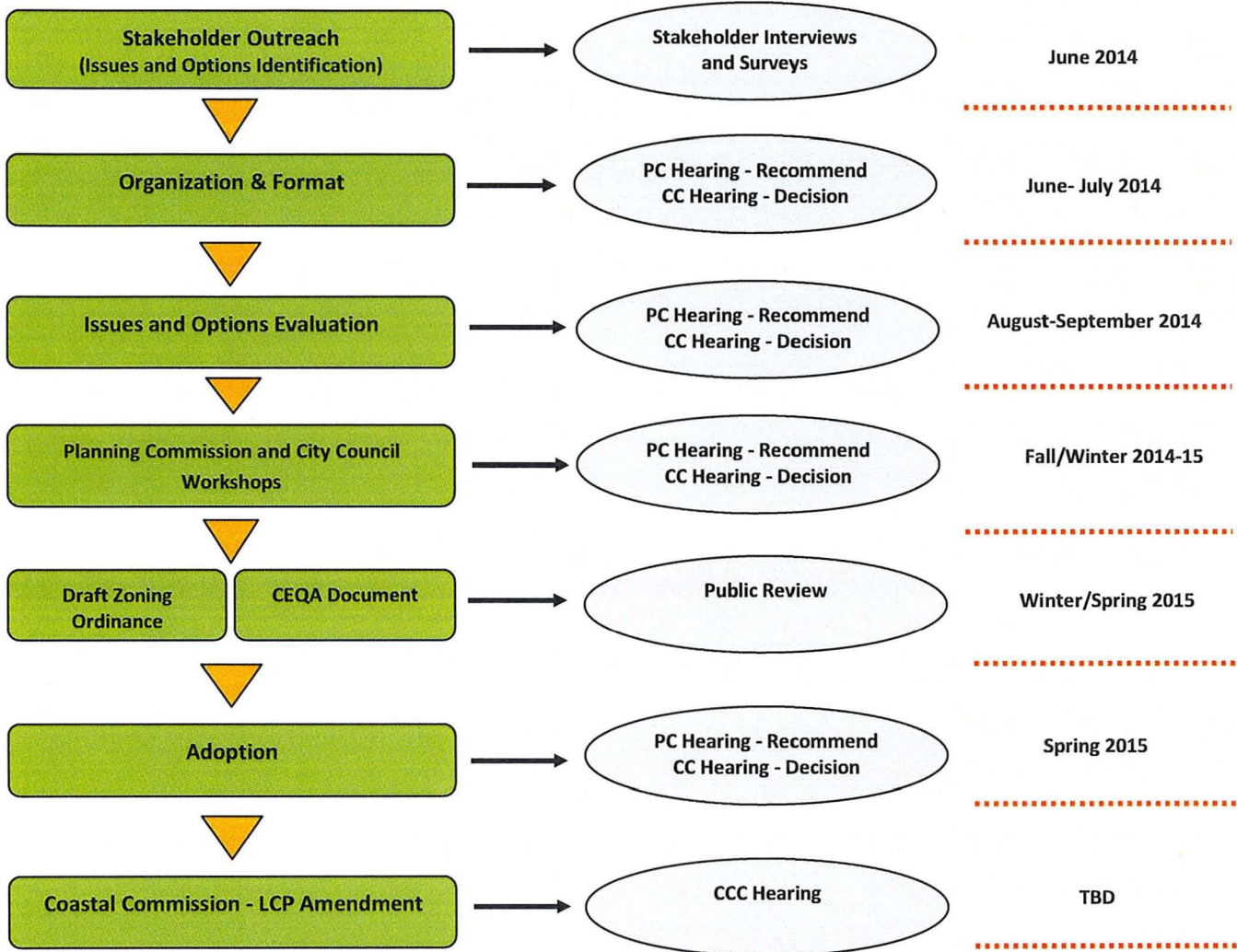
1. Zoning Ordinance Update Process and Schedule Diagram

Report Prepared By: Richard Grunow
Community Development Director

**Reviewed and Forwarded
By City Manager:** 

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CITY OF CAPITOLA - ZONING ORDINANCE UPDATE - PROCESS DIAGRAM



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