

# City of Capitola

## Council Meeting Agenda



Mayor: Yvette Brooks  
Vice Mayor: Sam Storey  
Council Members: Jacques Bertrand  
Margaux Keiser  
Kristen Petersen

**THURSDAY, JUNE 10, 2021**

**REGULAR MEETING – 7 PM**

**CLOSED SESSION – 5:30 PM**

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

### **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

**(Gov' t Code § 54957(b))**

City Council Performance Evaluation of City Manager

### **CONFERENCE WITH LABOR NEGOTIATORS**

**(Gov' t Code § 54957.6)**

Negotiators: Algeria Ford, Larry Laurent

Employee Organizations: (1) Association of Capitola Employees; (2) Police Captains; (3)

Mid-Management Group; (4) Department Heads; (5) Confidential Employees; (6)

Capitola Police Officers Association

### **REGULAR MEETING OF THE CAPITOLA CITY COUNCIL - 7 PM**

*All correspondences received prior to 5:00 p.m. on the Wednesday preceding a Council Meeting will be distributed to Councilmembers to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Councilmembers, nor be read by them prior to consideration of an item. All matters listed on the Regular Meeting of the Capitola City Council Agenda shall be considered as Public Hearings.*

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

Council Members Kristen Petersen, Jacques Bertrand, Margaux Keiser, Sam Storey, and

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA  
June 10, 2021

Mayor Yvette Brooks

**2. PRESENTATIONS**

*Presentations are limited to eight minutes.*

A. Proclaim June 2021 Elder Abuse Awareness Month

**3. REPORT ON CLOSED SESSION**

**4. ADDITIONAL MATERIALS**

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

**5. ADDITIONS AND DELETIONS TO AGENDA**

**6. ORAL COMMUNICATIONS ON: (1) NON-AGENDA, (2) CONSENT ITEMS**

*Please review the Notice of Remote Access for instructions.*

*Oral Communications allows time for members of the Public to address the City Council on any "Consent Item" on tonight's agenda, or on any topic within the jurisdiction of the City that is not on the "General Government/Public Hearings" section of the Agenda. Members of the public may speak for up to three minutes, unless otherwise specified by the Mayor. 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. A MAXIMUM of 30 MINUTES is set aside for Oral Communications.*

**7. STAFF/ CITY COUNCIL COMMENTS**

**8. CONSENT ITEMS**

*All items listed as "Consent Items" 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 City Council request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government. Note that all Ordinances which appear on the public agenda shall be determined to have been read by title and further reading waived.*

A. Consider the May 20 and 27 City Council Meeting Minutes  
RECOMMENDED ACTION: Approve minutes.

B. Planning Commission Action Minutes  
RECOMMENDED ACTION: Receive minutes.

C. Approval of City Check Registers Dated May 7, May 14, May 21, and May 28  
RECOMMENDED ACTION: Approve check registers.

D. Consider the City Investment Policy  
RECOMMENDED ACTION: Confirm the City's Administrative Policy Number III-1, Investment Policy as recommended by the Finance Advisory Committee.

E. Consider the Adoption of a Resolution Setting the Fiscal Year 2021/2022 Appropriation Limit  
RECOMMENDED ACTION: Adopt a resolution setting the Fiscal Year 21/2022

appropriation limit.

- F. Consider a Resolution of Intention to Levy Business Improvement Assessments for Fiscal Year 2021-2022

RECOMMENDED ACTION: Adopt the proposed resolution of intention that provides notification of the City' s intent to levy business improvement assessments for Fiscal Year 2021/2022; receives the annual report and proposed budget of the CVWBIA; sets the date for a public hearing to be held on Thursday, June 24, 2021; and outlines noticing requirements.

**9. GENERAL GOVERNMENT / PUBLIC HEARINGS**

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

- A. Receive Update on Pandemic Response

RECOMMENDED ACTION: Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.

- B. Housing for a Healthy Santa Cruz Three-Year Plan Presentation

RECOMMENDED ACTION: Receive presentation from Santa Cruz County Human Services Department staff and adopt the final version of the *Housing for a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County*.

- C. Rispin Property Park Project Naming

RECOMMENDED ACTION: Provide direction on the naming of the in-progress park located on the Rispin Mansion property.

- D. Make Appointments to the Santa Cruz County Youth Action Network and the Capitola Historical Museum Board

RECOMMENDED ACTION: Appoint a member of Council to serve on the Youth Action Network, with a term set to expire on December 31, 2021; and review the Historical Museum Board recommended Board appointments and make appointments to the Historical Museum Board.

- E. Pavement Management Plan 2021

RECOMMENDED ACTION:

1. Approve the road resurfacing projects as recommended in the staff report;
2. Approve a slurry seal project for the streets north of Capitola Road;
3. Issue a Request for Qualifications for a consulting engineer to assist staff with the development of a 5-year plan for pavement management, pavement restoration planning, and the production of plans and specifications.

**10. ADJOURNMENT**

**NOTICE OF REMOTE ACCESS**

In accordance with the current Santa Cruz County Health Order outlining social distancing

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA  
June 10, 2021

requirements and Executive Order N-29-20 from the Executive Department of the State of California, the City Council meeting is not physically open to the public and in person attendance cannot be accommodated.

**To watch:**

- Online <http://capitolaca.igq2.com/Citizens/Default.aspx>
- Spectrum Cable Television channel 8

**To join Zoom:**

- Join the Zoom Meeting with the following link:  
<https://us02web.zoom.us/j/84333361109?pwd=Vml5WWhHS2k5cUp6ZEZNamUwNGovQT09>
- If prompted for a passcode, enter **914735**
- **-OR-** With a landline or mobile phone, call one of the following numbers:
  - **1 669 900 6833**
  - **1 408 638 0968**
  - **1 346 248 7799**
- Enter the meeting ID number: **843 3336 1109**
- When prompted for a Participant ID, press #

**To submit public comment:**

When submitting public comment, one comment (via phone **or** email, not both), per person, per item is allowed. If you send more than one email about the same item, the last received will be read.

- Zoom Meeting (Via Computer or Phone) Link:
  - IF USING COMPUTER:
    - § Use participant option to “raise hand” during the public comment period for the item you wish to speak on. Once unmuted, you will have up to 3 minutes to speak
  - IF CALLED IN OVER THE PHONE:
    - § Press \*9 on your phone to “raise your hand” when the mayor calls for public comment. Once unmuted, you will have up to 3 minutes to speak
- Send Email:
  - During the meeting, send comments via email to [publiccomment@ci.capitola.ca.us](mailto:publiccomment@ci.capitola.ca.us)
    - § Emailed comments on items will be accepted after the start of the meeting until the Mayor announces that public comment for that item is closed.
    - § Emailed comments should be a maximum of 450 words, which corresponds to approximately 3 minutes of speaking time.
    - § Each emailed comment will be read aloud for up to three minutes and/or displayed on a screen.
    - § Emails received by [publiccomment@ci.capitola.ca.us](mailto:publiccomment@ci.capitola.ca.us) outside of the comment period outlined above will not be included in the record.

**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

CAPITOLA CITY COUNCIL REGULAR MEETING AGENDA  
June 10, 2021

court.

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

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

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

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

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



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: City Manager Department

SUBJECT: Proclaim June 2021 Elder Abuse Awareness Month

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ATTACHMENTS:

1. Elder Abuse Awareness Month DRAFT

Report Prepared By: Chloe Woodmansee  
City Clerk

**Reviewed and Forwarded by:**

A handwritten signature in black ink, appearing to read "J. Goldstein", is written over a horizontal line.

Jamie Goldstein, City Manager

6/4/2021

# City of Capitola

## Mayor's Proclamation

### Designating June 2021 Elder Abuse Awareness Month

**WHEREAS**, over 1,600 reports of abuse against our elderly are received every year by Santa Cruz County Adult Protective Services; and

**WHEREAS**, over 2,400 residents are 60 years of age or older in the City of Capitola, with the population older than the age of 60 anticipated to more than double by year 2060; and

**WHEREAS**, it is estimated that one out of ten Americans 60 years of age or older have experienced elder abuse, but as few as one out of 24 elder abuse cases are actually reported; and

**WHEREAS**, our elderly population greatly influenced and shaped today's world, yet are vulnerable to abuse and neglect as they are unable to prevent, seek protection from, or report criminal elder abuse; and

**WHEREAS**, today, a system of collaboration among the Human Services Department – Adult and Long-Term Care Services Division, the Santa Cruz County Sheriff's Department, the Capitola Police Department, the District Attorney, Seniors Council (Area Agency on Aging), the Long-Term Care Ombudsman Program, Public Guardian Program, and many community services partners to prevent abuse, protect victims, and prosecute offenders who abuse our elderly; and

**WHEREAS**, the City of Capitola has held a seat on the Seniors Council (previously known as the Area Agency of Aging) Advisory Board since 1981; and

**WHEREAS**, Santa Cruz County is a leader in the State of California in assisting our vulnerable elderly citizens through education, advocacy and collaboration on abuse issues; and

**WHEREAS**, we, as a community, come together each year to dedicate ourselves to providing a safety net for our elderly citizens to keep them safe from abuse, neglect, and exploitation.

**NOW, THEREFORE, I**, Yvette Brooks, Mayor of the City of Capitola, do hereby recognize June 15, 2021 as **WORLD ELDER ABUSE AWARENESS DAY** and do hereby proclaim the month of June to be **ELDER ABUSE AWARENESS MONTH**, and encourage all citizens of the City of Capitola to join me in this observance.

Yvette Brooks, Mayor  
Signed and sealed this 10<sup>th</sup> day of June, 2021



## CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF JUNE 10, 2021**

FROM: Finance Department

SUBJECT: Consider a Resolution of Intention to Levy Business Improvement Assessments for Fiscal Year 2021-2022

**RECOMMENDED ACTION:** Adopt the proposed resolution of intention that provides notification of the City's intent to levy business improvement assessments for Fiscal Year 2021/2022; receives the annual report and proposed budget of the CVWBIA; sets the date for a public hearing to be held on Thursday, June 24, 2021; and outlines noticing requirements.

**BACKGROUND:** In June 2005, the City of Capitola adopted Ordinance No. 889, now codified at Capitola Municipal Code Chapter 5.10, which established the Capitola Village and Wharf Business Improvement Area (CVWBIA) to generate revenue for the exclusive purpose of promoting business in the CVWBIA. State law requires certain annual actions and a public hearing to continue this assessment district.

**DISCUSSION:** In accordance with state law, the CVWBIA is required to submit an annual plan each year for assessments to be levied in the CVWBIA. The annual report, Exhibit A to the proposed resolution (Attachment 1), was prepared by the CVWBIA. It fulfills the requirement for Fiscal Year 2021/2022 and is submitted for Council review and approval. In addition, to continue levying the assessment, the City Council must, on an annual basis, adopt a resolution of intention notifying the business owners of the pending assessment, hold a public hearing, and adopt a resolution levying the assessment. In November 2018, voters approved Measure J, which increased the transient occupancy tax (TOT) from 10% to 12%. 20% of the TOT increase is designated for local business groups for marketing and community improvements. The proposed CVWBIA budget includes \$28,089 of TOT revenues for FY 2021-22.

Assessments for FY 21-22 have been reduced 25% and hotel/lodging dues will be reduced 50%. Gift certificates have been eliminated from all categories and no late fee will be assessed.

The annual report also outlines the CVWBIA's Fiscal Year 2021/2022 planned activities, goals, and proposed budget. These include:

- Increasing the number of year-round visits
- Increasing the number of people who stay, shop and dine
- Improving ease of access to information via newsletters, the internet and print advertising



BIA Intent to Levy Business  
June 10, 2021

- Providing fun, family-oriented events throughout the year
- Improving and enhancing the appearance of the Village in cooperation with the City
- Enhancing the ability of the CVWBIA to serve as a liaison between business owners, private and government agencies and the City
- Increasing awareness outside of our community about the uniqueness of Capitola

Pursuant to state law, staff recommends the City Council adopt the proposed resolution of intention providing notification of the City's intent to levy business improvement assessments for Fiscal Year 2021/2022; the resolution officially receives the annual report and proposed budget of the CVWBIA; sets the date for a public hearing to be held on Thursday, June 24, 2021; and outlines noticing requirements.

A representative of the CVWBIA will attend the meeting; however, the CVWBIA's presentation will be made at the public hearing on June 24.

FISCAL IMPACT: There is no fiscal impact to the City. CVWBIA billing and accounts payable costs incurred by the City are offset by assessment revenues. The City and CVWBIA have reviewed amounts charged by the City for these services and agree that they are reasonable.

ATTACHMENTS:

1. Attachment 1 Exhibit A (PDF)

Report Prepared By: Mark Sullivan  
Senior Accountant

**Reviewed and Forwarded by:**



Jamie Goldstein, City Manager

6/4/2021

BIA Intent to Levy Business  
June 10, 2021

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF INTENTION OF THE CITY COUNCIL  
OF THE CITY OF CAPITOLA  
TO LEVY BUSINESS IMPROVEMENT ASSESSMENTS  
FOR FISCAL YEAR 2021/2022 FOR THE CAPITOLA VILLAGE AND WHARF BUSINESS  
IMPROVEMENT AREA (CVWBIA)**

**WHEREAS**, the Capitola Village and Wharf Business Improvement Area (“CVWBIA”) has prepared a report to the City of Capitola for Fiscal Year 2021/2022 pertaining to the Business Improvement Area assessments for the CVWBIA under California Streets and Highways Code §36533; and

**WHEREAS**, Capitola Municipal Code §5.10.050 requires annual assessments to be imposed within the CVWBIA pursuant to a formula set forth in City Council Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAPITOLA AS FOLLOWS:**

1. The Annual Report and Proposed Fiscal Year 2021/2022 Budget of the CVWBIA pertaining to business improvement assessments, as presented in Exhibit A attached hereto, is received.

2. The City Council intends to levy and collect assessments within the CVWBIA for Fiscal Year 2021/2022.

3. The proposed activities authorized by Capitola Municipal Code Chapter 5.10 are described in the afore-referenced CVWBIA Annual Report. The activities financed from these funds include promotional information, media announcements, and advertising in regional magazines, broadcast services, and websites.

4. The Business Improvement Area is bounded per the map referenced in Municipal Code §5.10.020 and included in Ordinance 1003. The CVWBIA boundaries are not being altered this year.

5. The Annual Report of the CVWBIA and proposed assessments for Fiscal Year 2021/2022 attached as Exhibit A and on file with the City Clerk provide a full and detailed description of the improvements and activities to be provided during Fiscal Year 2021/2022 and the proposed assessments to be levied upon the businesses within the area.

6. The Capitola City Council will hold a public hearing at 7 p.m. on Thursday, June 24, 2021, to receive any oral or written protests or endorsements to the regularity or sufficiency of the proposed business improvement assessments. Remote access only can be accommodated: available at <http://capitolaca.ig2.com/Citizens/Default.aspx>, live on Spectrum Cable Television channel 8, and by joining the Zoom meeting (information on how to do so can be found at CityOfCapitola.org). If written protests complying with Streets and Highways Code §36524 and §36525 are received from the owners of businesses which will pay fifty percent or more of the assessments, assessments will not be levied, the procedure will be terminated and will not be reconsidered until one full year has elapsed.

7. The City Clerk is directed to give notice of the public hearing to consider the levy of business improvement assessments for Fiscal Year 2021/2022 by publishing this Resolution of

BIA Intent to Levy Business  
June 10, 2021

Intention in a newspaper of general circulation in the City once, at least seven days prior to the public hearing.

8. The CVWBIA Advisory Committee is directed to give notice of the public hearing to each business owner in the area by mailing a copy of the Council's Resolution of Intention to each business within its boundaries.

**I HEREBY CERTIFY** that the above and foregoing resolution was passed and adopted by the City Council of the City of Capitola at its regular meeting held on the 10th day of June, 2021, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Yvette Brooks, Mayor

ATTEST:

\_\_\_\_\_  
Chloé Woodmansee, City Clerk

# CAPITOLA CITY COUNCIL DRAFT SPECIAL MEETING MINUTES THURSDAY, MAY 20, 2021 - 6 PM

## SPECIAL MEETING OF THE CAPITOLA CITY COUNCIL

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

Council Member Jacques Bertrand: Remote, Council Member Kristen Petersen: Remote, Vice Mayor Sam Storey: Absent, Mayor Yvette Brooks: Remote, Council Member Margaux Keiser: Remote.

**2. ADDITIONAL MATERIALS**

**3. ADDITIONS AND DELETIONS TO THE AGENDA – NONE**

**4. PUBLIC COMMENTS – NONE**

**5. STAFF / CITY COUNCIL COMMENTS – NONE**

**6. CONSENT CALENDAR**

- A. Consider the May 5, 2021 City Council / Successor Agency Special Meeting Minutes  
RECOMMENDED ACTION: Approve the minutes.

<b>MOTION:</b>	<b>APPROVE THE MINUTES</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Margaux Keiser
<b>SECONDER:</b>	Kristen Petersen
<b>AYES:</b>	Jacques Bertrand, Kristen Petersen, Yvette Brooks, Margaux Keiser
<b>ABSENT:</b>	Sam Storey

**7. GENERAL GOVERNMENT / PUBLIC HEARINGS**

- A. Presentation of the Proposed 2021-22 Fiscal Year Budget for the City of Capitola General Fund and the Capitola Successor Agency]  
RECOMMENDED ACTION: Acting as the City Council and Successor Agency, receive the proposed budget, provide staff direction, and either:
  - Continue budget deliberations to the next scheduled joint budget hearing on June 2, 2021, or
  - Direct staff to prepare the documents for final budget adoption at a Regular meeting in June, and cancel future planned budget hearings.

City Manager Goldstein introduced and Finance Director Malberg presented a staff report. Public Works Director Jesberg presented on the Capital Improvement Program.

Council Member Bertrand asked about potential outside funding sources for the Bay Avenue Roundabout, Director Jesberg replied there was nothing identified at this time. In response to a question, Director Jesberg clarified that any unused money from the Library Project would be returned to the general fund.

Attachment: 5-20-21 BUDGET draft (Approve Council Minutes)

CAPITOLA CITY COUNCIL SPECIAL MEETING MINUTES  
May 20, 2021

Council Member Petersen asked about invasive plants at the Rispin property, Director Jesberg responded that permanently removing the ivy would be cost-prohibitive and time consuming at this time. Removing ivy at this site is part of a much larger project that would require official plans and preparation.

Council Member Keiser asked if Council could review a CIP list to prioritize.

In a public comment email, Peter Wilk spoke against the roundabout.

Council Member Bertrand spoke about a recent Regional Transportation Commission meeting and their protected bike lanes study; he also spoke in favor of the roundabout.

Council Member Keiser asked about the pros and cons of mailing an additional paper newsletter. City Manager Goldstein replied that in past years, the City has received positive feedback on the physical newsletter via community surveys, but that staff would reassess and consider digital options, including the new biweekly e-newsletter Capitola Waves. Council Member Keiser announced concerns with a roundabout due to aesthetics and pedestrian safety.

Council Member Petersen said that the Association of Monterey Bay Governments includes Bay Avenue traffic calming and a roundabout on their regional transportation plan/list. She also said that before an official roundabout project is approved, Council and the community will have opportunities to learn and speak about a roundabout. She made the following motion:

<b>MOTION:</b>	<b>ACCEPT STAFF RECOMMENDATIONS PERTAINING TO THE CIP LIST, FUND BALANCE, AND THE EARLY CHILDHOOD DEVELOPMENT/YOUTH PROGRAM FUNDING; DIRECT STAFF TO BRING THE BUDGET FOR ADOPTION AT A FUTURE REGULAR COUNCIL MEETING, CANCEL THE SPECIAL CITY COUNCIL MEETINGS SCHEDULED FOR JUNE 2 AND JUNE 17</b>
<b>RESULT:</b>	<b>AMENDED AS BELOW</b>
<b>MOVER:</b>	Kristen Petersen
<b>SECONDER:</b>	Jacques Bertrand

After continued discussion of the Bay Avenue roundabout, the Mayor made a friendly amendment:

<b>MOTION:</b>	<b>ACCEPT STAFF RECOMMENDATIONS PERTAINING TO THE CIP LIST, FUND BALANCE, AND THE EARLY CHILDHOOD DEVELOPMENT/YOUTH PROGRAM FUNDING; DIRECT STAFF TO BRING THE BUDGET FOR ADOPTION AT A FUTURE REGULAR COUNCIL MEETING, CANCEL THE SPECIAL CITY COUNCIL MEETINGS SCHEDULED FOR JUNE 2 AND JUNE 17</b>
<b>AMENDMENT:</b>	<b>CLARIFY IN THE RECOMMENDATION PERTAINING TO THE CIP LIST, FUNDS FOR THE BAY AVENUE ROUNDABOUT PROJECT WILL BE FOR "PRELIMINARY DESIGN AND COMMUNITY OUTREACH"</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kristen Petersen
<b>SECONDER:</b>	Jacques Bertrand
<b>AYES:</b>	Jacques Bertrand, Kristen Petersen, Yvette Brooks, Margaux Keiser
<b>ABSENT:</b>	Sam Storey

## 8. ADJOURNMENT

The meeting was closed at 7:03pm.

CAPITOLA CITY COUNCIL SPECIAL MEETING MINUTES  
May 20, 2021

\_\_\_\_\_  
Yvette Brooks, Mayor

ATTEST:

\_\_\_\_\_  
Chloé Woodmansee, City Clerk

Attachment: 5-20-21 BUDGET draft (Approve Council Minutes)

**CAPITOLA CITY COUNCIL  
DRAFT REGULAR MEETING MINUTES  
THURSDAY, MAY 27, 2021 - 7 PM**

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

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

Council Member Jacques Bertrand: Present, Council Member Kristen Petersen: Present, Vice Mayor Sam Storey: Present, Mayor Yvette Brooks: Present, Council Member Margaux Keiser: Present.

**2. PRESENTATIONS**

- A. Presentation from Guy Preston, Executive Director of the Santa Cruz County Regional Transportation Commission

Guy Preston, executive director, and Sarah Christensen, transportation engineer, from the SCCRTC

Storey - when can we expect a trail? 1.5 to 2 years. blue markers in trees, County project tree survey, inventory of existing trees to keep track of  
Bertrand - bus on shoulder, rail banking, working with METRO,

**3. REPORT ON CLOSED SESSION**

**4. ADDITIONAL MATERIALS**

A. Item 9.A – one public comment email and one petition

B. Item 9.B – one public comment email

**5. ADDITIONS AND DELETIONS TO AGENDA – NONE**

**6. PUBLIC COMMENTS**

Barry Scott thanked Council for the public meeting.

In an email, a member of the public spoke against the RTC's presentation.

**7. CITY COUNCIL / STAFF COMMENTS**

City Manager Goldstein announced the virtual grand opening of the Capitola Branch Library on Saturday, June 12 at 10am.

Director Jesberg said that Public Works crew should complete the annual beach grading this week or early next.

Council Member Keiser said that the recent Commission on the Environment lacked a quorum, and thanked the Public Works crew for their efforts grading and cleaning the beach.

Council Member Bertrand asked that Police staff investigate Laura's Law, and to agendize this for a future meeting.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
May 27, 2021

Mayor Brooks honored the passing of one year since the murder of George Floyd and expressed gratitude for the Council's collaborative work to address injustices in the community.

**8. CONSENT CALENDAR**

<b>MOTION:</b>	<b>APPROVE, ADOPT, AND DETERMINE AS RECOMMENDED</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kristen Petersen
<b>SECONDER:</b>	Sam Storey
<b>AYES:</b>	Bertrand, Petersen, Storey, Brooks, Keiser

- A. Consider the May 13, 2021, City Council Regular Meeting Minutes  
RECOMMENDED ACTION: Approve minutes.
- B. Consider Extending the Santa Cruz County Criminal Justice Council Joint Powers Agreement  
RECOMMENDED ACTION: Approve the second amendment to the Joint Exercise of Powers Agreement re-establishing the Criminal Justice Council (CJC) of Santa Cruz to provide for a three-year extension through June 30, 2024, and authorize the Mayor to sign the amendment.
- C. Central Coast Public Banking Resolution of Support  
RECOMMENDED ACTION: Adopt the proposed resolution expressing interest in participating in a viability study for a Central Coast public bank.
- D. Agreement with California Department of Transportation for Sharing Cost of Electrical Facilities  
RECOMMENDED ACTION: Approve an agreement with California Department of Transportation (CalTrans) for sharing the cost of State Highway Electrical Facilities (traffic signals and lighting).
- E. Receive Update on Pandemic Response  
RECOMMENDED ACTION: Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.
- F. Acceptance of the Capitola Beach Flume and Jetty Project and Approval of the Notice of Completion  
RECOMMENDED ACTION: Approve the Notice of Completion for the Capitola Beach Flume and Jetty Rehabilitation Project constructed by Graniterock Company at a final cost of \$463,877 and direct the Public Works Department to record the Notice of Completion.
- G. Renewal of the Santa Cruz County Tourism Marketing District  
RECOMMENDED ACTION: Adopt the proposed resolution, consenting to the County of Santa Cruz renewing the Tourism Marketing District, which includes the City of Capitola.

Attachment: 5-27-21 draft (Approve Council Minutes)

**9. GENERAL GOVERNMENT / PUBLIC HEARINGS**



CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
May 27, 2021

- A. Consider the Previously Approved Depot Hill Stairs Public Art Project  
RECOMMENDED ACTION: Provide direction on the approved Depot Hill Stairs Mural Project.

Assistant to the City Manager Laurent presented a staff report.

Council Member Bertrand asked about the mural's colors and confirmed that the Mural Q&A Meeting was promoted to encourage attendance.

Council Member Keiser asked if Council could see an updated project rendering, using the new, bluer, color scheme.

In public comment, five members of the public spoke against the mural project stating lack of prior knowledge of the project and a general dislike of the idea.

Vice-Mayor Storey thanked the public for their input. He made a motion:

<b>MOTION:</b>	<b>SEND THE PROJECT BACK TO THE ART AND CULTURAL COMMISSION FOR FURTHER REVIEW AND PUBLIC INPUT, TO BE HEARD AGAIN ONCE IN-PERSON COUNCIL MEETINGS ARE POSSIBLE, REQUIRE NOTICES SENT TO RESIDENTS WITHIN 200 FEET OF THE STAIRS, AND POST NOTICE AT THE TOP AND BOTTOM OF THE STAIRS</b>
<b>RESULT:</b>	<b>AMENDED AS BELOW</b>
<b>MOVER:</b>	Sam Storey
<b>SECONDER:</b>	Jacques Bertrand

Council Member Petersen thanked the public for their input and said that she will not support the motion, as in hearing public opinion there seems to be lack of support in the project.

Council Member Keiser said that she personally likes the approved project but agrees that based on public comments it is not feasible the public will be happy with any iteration of the mural project. She also stated that the stairs do not belong to Depot Hill and that the project would impact the entire Village and community.

Council Member Petersen asked for calcification of the motion, resulting in the following amendment:

<b>MOTION:</b>	<b>SEND THE PROJECT BACK TO THE ART AND CULTURAL COMMISSION FOR FURTHER REVIEW AND PUBLIC INPUT, TO BE HEARD AGAIN ONCE IN-PERSON COUNCIL MEETINGS ARE POSSIBLE, REQUIRE NOTICES SENT TO RESIDENTS WITHIN 200 FEET OF THE STAIRS, AND POST NOTICE AT THE TOP AND BOTTOM OF THE STAIRS</b>
<b>AMENDMENT:</b>	<b>RECIND APPROVAL OF THE PROJECT (STOREY)</b>
<b>RESULT:</b>	<b>WITHDRAWN: SECONDER BERTRAND DID NOT ACCPET AMMENDMENT</b>
<b>MOVER:</b>	Sam Storey
<b>SECONDER:</b>	none

Council Member Petersen made a substitute motion for Vice-Mayor Storey's original, not-amended motion.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
May 27, 2021

<b>MOTION:</b>	<b>RECIND APPROVAL OF THE DEPOT HILL STAIRS MURAL PROJECT</b>
<b>RESULT:</b>	<b>ADOPTED [3 TO 2]</b>
<b>MOVER:</b>	Kristen Petersen
<b>SECONDER:</b>	Yvette Brooks
<b>AYES:</b>	Jacques Bertrand, Kristen Petersen, Yvette Brooks
<b>NAYS:</b>	Sam Storey, Margaux Keiser

- B. Consider a Request from the Owners of 403 Loma Avenue to Amend the Existing Accessory Dwelling Unit Size Limit Deed Restriction and Associated Policy  
RECOMMENDED ACTION: 1) Approve request from the owner of 403 Loma Avenue to amend the existing ADU size limit deed restriction; and 2) Approve an Administrative Policy to allow administrative amendments to all existing ADU deed restrictions that limit maximum size below that which is permitted by the Capitola zoning code and State law.

Vice-Mayor Storey recused himself due to a conflict.

Community Development Director Herlihy presented a staff report.

Council Member Keiser confirmed that under the recommended updates, the owner would still need to occupy either the main home or ADU.

Council Member Bertrand asked about ADU size and height restrictions. He encouraged staff to inform the public on how to identify and report illegal vacation rentals.

Mayor Brooks clarified the staff recommendation.

In public comment, Gaye Clemson, owner of 403 Loma, responded to an earlier question of Council Member Bertrand's and explained where the new door would be on their proposed ADU expansion.

Council Member Petersen asked about the City's RHENA numbers; Director Herlihy responded that they are expected near the end of the year and staff anticipates somewhere between 300 to 450.

<b>MOTION:</b>	<b>APPROVE REQUEST FROM 403 LOMA AVENUE, APPROVE AN ADMINISTRATIVE POLICY TO ALLOW AMENDMENTS TO EXISTING ADU DEED RESTRICTIONS AS RECOMMENDED</b>
<b>RESULT:</b>	<b>ADOPTED [4 TO 0]</b>
<b>MOVER:</b>	Jacques Bertrand
<b>SECONDER:</b>	Margaux Keiser
<b>AYES:</b>	Jacques Bertrand, Kristen Petersen, Yvette Brooks, Margaux Keiser
<b>RECUSED:</b>	Sam Storey

- C. Consider Additions to the Memorial Program  
RECOMMENDED ACTION: Approve modification to Administrative Policy I-7: Memorial Program to allow additional memorial location along the Cliff Avenue Railing, and City Administrative Policy II-12: 30-Year Employee Recognition Program.

Assistant to the City Manager Laurent presented a staff report.

CAPITOLA CITY COUNCIL REGULAR MEETING MINUTES  
May 27, 2021

Council Member Bertrand asked for more information on the 30-year Employee Recognition program. Mayor Brooks agreed and suggested the plaques be gathered somewhere significant for employees, perhaps the Museum or on City Hall.

In public comment, Susana Glina asked if plaques are only in memoriam of those who have died. John Glina asked if this is a subscription program and if it is for residents only. Upon direction of the Mayor, Assistant Laurent responded that staff provides no input on the plaques' content, plaques are not for residents only, and that a one-time purchase lasts the life of the plaque.

<b>MOTION:</b>	<b>APPROVE MODIFICATION TO THE ADMINISTRATIVE POLICIES, ALLOWING FOR ADDITIONAL MEMORIAL PLAQUES, ASK STAFF TO SEAK PUBLIC INPUT IF NECCESARY AND CONSIDER ADDING NON-OCEAN VIEW LOCATIONS TO THE PROGRAM</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Margaux Keiser
<b>SECONDER:</b>	Kristen Petersen
<b>AYES:</b>	Bertrand, Petersen, Storey, Brooks, Keiser

- D. Administrative Policy Regarding Proper Flag Procedures at the City Hall Complex  
RECOMMENDED ACTION: Approve proposed Administrative Policy V-18: Outdoor Display of Governmental and Non-Governmental Flags on City Property and direct staff to fly the Pride Flag for the month of June in accordance with Policy Section V: Approved Non-Governmental Flag List.

Clerk Woodmansee presented a staff report.

There was no public comment.

<b>MOTION:</b>	<b>APPROVE PROPOSED ADMINISTRATIVE POLICY AND DIRECT STAFF TO FLY THE PRIDE FLAG FOR THE MONTH OF JUNE</b>
<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Margaux Keiser
<b>SECONDER:</b>	Kristen Petersen
<b>AYES:</b>	Bertrand, Petersen, Storey, Brooks, Keiser

## 10. ADJOURNMENT

The meeting was closed at 9:34PM to the next regular Council Meeting on June 10, 2021.

\_\_\_\_\_  
Yvette Brooks, Mayor

ATTEST:

\_\_\_\_\_  
Chloé Woodmansee, City Clerk



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: City Manager Department

SUBJECT: Consider the May 20 and 27 City Council Meeting Minutes

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RECOMMENDED ACTION: Approve minutes.

DISCUSSION: Attached for Council review and approval are the minutes of the May 20 special budget hearing and the May 27 regular meeting.

ATTACHMENTS:

1. 5-20-21 BUDGET draft
2. 5-27-21 draft

Report Prepared By: Chloe Woodmansee  
City Clerk

**Reviewed and Forwarded by:**

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

Jamie Goldstein, City Manager

6/4/2021



**FINAL MINUTES  
CAPITOLA PLANNING COMMISSION MEETING  
Thursday, May 6, 2021  
7 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

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

Chair Routh called the meeting to order at 7 P.M. Commissioners Christiansen, Newman, Westman, Wilk, and Chair Routh were present remotely.

**2. ORAL COMMUNICATIONS**

**A. Additions and Deletions to Agenda**

**B. Public Comments**

**C. Commission Comments**

**D. Staff Comments**

**3. APPROVAL OF MINUTES**

**A. Planning Commission - Regular Meeting - Apr 1, 2021 7:00 P.M.**

MOTION: Approve the minutes.

<b>RESULT:</b>	<b>APPROVED [4 TO 0]</b>
<b>MOVER:</b>	Peter Wilk
<b>SECONDER:</b>	Courtney Christiansen
<b>AYES:</b>	Courtney Christiansen Ed Newman, Mick Routh, Peter Wilk
<b>ABSTAIN:</b>	Susan Westman

**4. PUBLIC HEARINGS**

**A. 2110 41st Avenue #21-0149 APN: 034-221-16**

Application for a Monument Sign, Design Permit, and Conditional Use Permit amending application #20-0460 for the Master Car Wash, a car washing facility, located at 2110 41<sup>st</sup> Avenue in the C-R (Regional Commercial) Zoning District.

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

Environmental Determination: Categorical Exemption

Property Owner: David Karsan

Representative: Bill Kempf, Architect, Filed: 04.15.2021

MOTION: Approve the application for a sign, design permit, and conditional use permit with the condition that property owner shall work with City Staff and the neighboring property owners at 2109 and 2113 Derby Avenue to identify appropriate tree species for tree screen in rear landscape area.

Attachment: PC 05.06.21 Action Minutes (PC action minutes)

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Newman
<b>SECONDER:</b>	Susan Westman
<b>AYES:</b>	Courtney Christiansen, Ed Newman, Mick Routh, Susan Westman, Peter Wilk

**B. 527 Capitola Avenue #21-0126 APN: 035-093-02**

Appeal of an administrative approval of a tree removal application located within the CN (Neighborhood Commercial) zoning district.

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

Environmental Determination: Categorical Exemption

Property Owner: Shelly Lawrie

Appellant: Robert Edgren, Filed: 03.24.2021

MOTION: Deny the appeal and uphold the administrative approval.

<b>RESULT:</b>	<b>APPROVED [3 TO 2]</b>
<b>MOVER:</b>	Ed Newman
<b>SECONDER:</b>	Peter Wilk
<b>AYES:</b>	Courtney Christiansen, Ed Newman, Peter Wilk,
<b>NAYS:</b>	Mick Routh, Susan Westman

**5. DIRECTOR'S REPORT**

**6. COMMISSION COMMUNICATIONS**

**7. ADJOURNMENT**

The meeting was adjourned at 8:43 P.M. to the next regular meeting of the Planning Commission on June 3, 2021.

Approved by the Planning Commission

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Edna Basa, Clerk to the Commission



## CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF JUNE 10, 2021**

FROM: City Manager Department

SUBJECT: Make Appointments to the Santa Cruz County Youth Action Network and the Capitola Historical Museum Board

**RECOMMENDED ACTION:** Appoint a member of Council to serve on the Youth Action Network, with a term set to expire on December 31, 2021; and review the Historical Museum Board's recommended Board appointments and make appointments to the Historical Museum Board.

**BACKGROUND:** The Santa Cruz County Youth Action Network (YAN) is dedicated to promoting youth voices and leadership in local decision making. This is a newly reformed initiative (formerly known as the Youth Violence Prevention Network) between youth, adult allies, community partners, stakeholders, and youth-serving organizations accords. Through the YAN, youth will gain a better understanding of the local decision-making process and create partnerships with adults which will promote positive youth development.

In early May, the United Way contacted City staff asking if a member of Capitola City Council would be interested in serving as a Jurisdiction Representative to the Network. Local officials will serve as champions to support and advise youth leaders and adult allies within the YAN Steering Committee. At present, the YAN plans to meet quarterly with the first meeting taking place in September or October 2021. Meetings will take place virtually (as needed) during after-school hours of 3-6PM. If Council wishes to participate, Staff recommends appointing a member to serve with their term set to expire on December 31, 2021, with future terms lasting two years.

The Capitola Historical Museum Board includes seven members, three of which have terms expiring on June 10. Vice-President David Peyton, Secretary Pam Greeninger, and Treasurer Brain Legakis have all expressed interest in serving the Board for an additional three-year term, and the Museum Board voted to recommend their reappointed at their June 3, 2021, meeting. One additional application (attached) was received and reviewed by the Historical Museum Board, and not recommended for appointment.

**FISCAL IMPACT:** None.

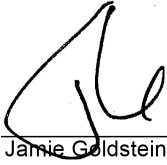
**ATTACHMENTS:**

1. Lawson\_application\_public\_Redacted

Report Prepared By: Chloe Woodmansee  
City Clerk

Appointments  
June 10, 2021

**Reviewed and Forwarded by:**



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Jamie Goldstein, City Manager

6/4/2021



City main account checks dated May 7, 2021, numbered 97916 to 97957, totaling \$203,615.48, 3 EFTs totaling \$57,559.41, 1 library check totaling \$2,880.00, 2 payroll checks & 93 EFTs totaling \$163,438.88, for a grand total of \$427,493.77, have been reviewed and authorized for distribution by the City Manager.

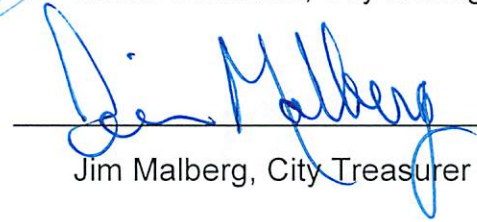
As of May 7, 2021, the unaudited cash balance is \$5,876,593.73

**CASH POSITION - CITY OF CAPITOLA**  
**May 7, 2021**

	5/7/2021
General Fund	\$ 258,040.82
Payroll Payables	\$ 136,483.20
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,594,090.76
Stores Fund	\$ 58,138.86
Information Technology Fund	\$ 262,563.55
Equipment Replacement	\$ 583,832.92
Self-Insurance Liability Fund	\$ 11,877.76
Workers' Comp. Ins. Fund	\$ 221,752.04
Compensated Absences Fund	\$ 165,638.44
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<b>\$ 5,876,593.73</b>

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).  
The PERS Contingency Fund balance is \$981,012.77 (not included above).  
The Library Fund balance is \$2,159,384.51 (not included above).

  
\_\_\_\_\_  
Jamie Goldstein, City Manager 5/10/21  
Date

  
\_\_\_\_\_  
Jim Malberg, City Treasurer 5/6/21  
Date

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97916	05/07/2021			ADT SECURITY SERVICES INC.	\$213
	Invoice	Date	Description		Amount
	ADT042921	04/29/2021	Corp. yard & museum ADT monitoring		\$213.46
97917	05/07/2021			AFLAC	\$1,241
	Invoice	Date	Description		Amount
	399285	04/30/2021	April supplemental insurance 1001 - Payroll		\$1,241.18
97918	05/07/2021			ALLSAFE LOCK COMPANY	\$40
	Invoice	Date	Description		Amount
	52656	04/28/2021	Keys		\$40.71
97919	05/07/2021			AMSOIL INC.	\$1,052
	Invoice	Date	Description		Amount
	19822787 RI	04/21/2021	Truck grease		\$158.72
	19834202 RI	04/26/2021	Truck grease		\$894.02
97920	05/07/2021			AXCIENT	\$125
	Invoice	Date	Description		Amount
	FY21INEFI075854	04/30/2021	April AppAssure storage 2211 - IT Fund		\$125.00
97921	05/07/2021			B & B SMALL ENGINE REPAIR	\$414
	Invoice	Date	Description		Amount
	471104	04/20/2021	Batteries		\$414.18
97922	05/07/2021			BEAR ELECTRICAL SOLUTIONS INC.	\$1,150
	Invoice	Date	Description		Amount
	12743	05/04/2021	Wharf Rd. crosswalk battery replacement 1310 - Gas Tax		\$1,150.00
97923	05/07/2021			CLEAN BUILDING MAINTENANCE CO.	\$5,719
	Invoice	Date	Description		Amount
	27411	04/30/2021	April janitorial services 1000 - Gneeral Fund \$4,901.48 1311 - Wharf \$818.44		\$5,719.92
97924	05/07/2021			COMMUNITY PRINTERS	\$1,554
	Invoice	Date	Description		Amount
	29030011	03/31/2021	Winter/Spring 2021 newsletter		\$1,554.17
97925	05/07/2021			COMMUNITY TELEVISION OF SANTA CRUZ COUNTY	\$860
	Invoice	Date	Description		Amount
	2932	04/29/2021	March televised meetings		\$860.00
97926	05/07/2021			D & G SANITATION	\$982
	Invoice	Date	Description		Amount
	279819	04/30/2021	Esplanade hand wash station		\$119.90
	279820	04/30/2021	Skate park hand wash station, portable toilets		\$623.25
	279821	04/30/2021	Jade st. park hand wash station rental		\$119.90

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
	279822	04/30/2021	Cortez park hand wash station		\$119.90
97927	05/07/2021			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$1,397
	Invoice	Date	Description		Amount
	L1946767376	04/28/2021	Quarterly unemployment charges 2213 - Self-Insurance Liability		\$1,397.30
97928	05/07/2021			EWING IRRIGATION	\$112
	Invoice	Date	Description		Amount
	14053008	04/27/2021	PVC nipple		\$7.56
	14052649	04/27/2021	PVC unions, PVC nipple		\$30.97
	14047857	04/27/2021	PVC nipples, PVC couplings, ball valves, PVC cement		\$60.73
	14037053	04/26/2021	Adjustable nozzle kit		\$13.08
97929	05/07/2021			FASTENAL COMPANY	\$36
	Invoice	Date	Description		Amount
	CAWAT115081	04/28/2021	Wharf hardware 1311 - Wharf		\$36.26
97930	05/07/2021			FLYERS ENERGY LLC	\$2,134
	Invoice	Date	Description		Amount
	21-311418	05/03/2021	438 gallons gasoline		\$1,750.43
	21-311410	05/03/2021	100 gallons diesel		\$383.76
97931	05/07/2021			GINA ENRIQUEZ	\$3,257
	Invoice	Date	Description		Amount
	GE050321	05/03/2021	Instructor payment		\$3,257.31
97932	05/07/2021			GRANITE ROCK COMPANY	\$127,726
	Invoice	Date	Description		Amount
	995026	04/30/2021	Flume surface prep., fiber glass liner, repairs 1200 - Capital Improvement Fund		\$127,726.55
97933	05/07/2021			HOME DEPOT CREDIT SERVICES	\$202
	Invoice	Date	Description		Amount
	2010298	04/30/2021	CFLs, brushes, cable ties, hooks, blades, nozzle		\$71.33
	3514644	04/29/2021	Wharf washers		\$25.51
	4010046	04/28/2021	PD supplies		\$32.67
	4010037	04/28/2021	Solid braid rope		\$73.35
			1000 - General Fund	\$104.00	
			1311 - Wharf	\$98.86	
97934	05/07/2021			INTERNATIONAL BRONZE PLAQUE COMPANY	\$447
	Invoice	Date	Description		Amount
	21-57833	03/11/2021	Memorial bench plaque		\$149.00
	21-57916	03/17/2021	Memorial bench plaques		\$298.00
97935	05/07/2021			KATHLEEN ASTON	\$332
	Invoice	Date	Description		Amount
	5	05/03/2021	Museum begonia collection cataloging		\$332.50

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97936	05/07/2021			KBA Document Solutions LLC	\$81
	Invoice	Date	Description		Amount
	55Y1176276	05/03/2021	City Hall & Recreation copier usage charges		\$81.50
			1000 - General Fund	\$13.00	
			2211 - IT Fund	\$68.50	
97937	05/07/2021			LEWIS TREE SERVICE INC.	\$3,850
	Invoice	Date	Description		Amount
	32703	04/29/2021	Dead tree removal next to Corp. Yard		\$3,850.00
97938	05/07/2021			MESITI-MILLER ENGINEERING INC	\$1,041
	Invoice	Date	Description		Amount
	0421003	04/29/2021	Peery park bridge evaluation		\$1,041.00
			1310 - Gas Tax		
97939	05/07/2021			MID COUNTY AUTO SUPPLY	\$56
	Invoice	Date	Description		Amount
	MID-1243206	04/19/2021	Air filter		\$56.28
97940	05/07/2021			MISSION LINEN SUPPLY	\$201
	Invoice	Date	Description		Amount
	514644982	04/28/2021	Fleet towels, uniform cleaning		\$33.99
	514644983	04/28/2021	Corp. yard linen service, mats, towels		\$92.66
	514670570	05/03/2021	Recreation mats, mops, towels		\$75.00
97941	05/07/2021			MISSION PRINTERS	\$189
	Invoice	Date	Description		Amount
	61569	05/05/2021	Envelopes		\$189.83
			2210 - Stores Fund		
97942	05/07/2021			MUNICODE	\$2,400
	Invoice	Date	Description		Amount
	00355605	03/19/2021	Annual website hosting maintenance support		\$2,400.00
			2211 - IT Fund		
97943	05/07/2021			NORTH BAY FORD	\$99
	Invoice	Date	Description		Amount
	280939	04/28/2021	2011 Ford fan assembly		\$99.69
97944	05/07/2021			OUTDOOR SUPPLY HARDWARE	\$192
	Invoice	Date	Description		Amount
	D13537	05/02/2021	Gloves, LED lights		\$42.26
	D10793	04/28/2021	Magnetic sweeper		\$38.14
	D10404	04/28/2021	Wharf hex nuts		\$16.12
	C95459	04/08/2021	Roller cover, tray liner, paint roller		\$21.19
	D04404	04/19/2021	Tape measures		\$41.40
	D01072	04/15/2021	Galvanized brace corners		\$25.05
	D04056	04/19/2021	Bulk fasteners		\$8.44
			1000 - General Fund	\$176.48	
			1311 - Wharf	\$16.12	

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97945	05/07/2021			PALACE BUSINESS SOLUTIONS	\$71
	Invoice	Date	Description		Amount
	4071174-0	04/29/2021	Museum storage boxes, foam board		\$43.69
	4068346-0	04/19/2021	Dry erase markers, masking tape, greentag item		\$10.87
	4071229-0	04/29/2021	Face paint kit		\$16.56
97946	05/07/2021			SAN LORENZO LUMBER	\$550
	Invoice	Date	Description		Amount
	55-0629635	04/06/2021	Memorial benches supplies		\$70.56
	55-0631114	04/12/2021	Lumber, concrete mix, rebar		\$104.47
	55-0631966	04/14/2021	Memorial benches supplies		\$66.21
	55-0634549	04/23/2021	Memorial benches rebar, concrete mix, cement		\$47.44
	55-0634883	04/26/2021	Poly scoop, primer spray, pro sprayer, epoxy syringes		\$103.06
	55-0635742	04/28/2021	Carriage bolt		\$52.54
	55-0635923	04/29/2021	Wharf rope, hex bolts, hex nuts, glue, adhesive		\$105.82
			1000 - General Fund	\$391.74	
			1311 - Wharf	\$158.36	
97947	05/07/2021			SANTA CRUZ APTOS AUTO TOWING	\$125
	Invoice	Date	Description		Amount
	13722	04/29/2021	Wharf ramps lowered		\$125.00
			1311 - Wharf		
97948	05/07/2021			SANTA CRUZ AUTO PARTS INC.	\$269
	Invoice	Date	Description		Amount
	14508-405551	04/28/2021	Oil filters, air filters, rust preventative paint		\$269.04
97949	05/07/2021			SANTA CRUZ COUNTY AUDITOR-CONTROLLER	\$11,136
	Invoice	Date	Description		Amount
	SCC043021	04/30/2021	April citation processing		\$11,136.50
97950	05/07/2021			SANTA CRUZ COUNTY DEPT OF PUBLIC WORKS	\$27,546
	Invoice	Date	Description		Amount
	SCC050321	04/28/2021	Household hazardous waste program		\$27,546.00
97951	05/07/2021			SANTA CRUZ LIVE SCAN INC.	\$90
	Invoice	Date	Description		Amount
	1708	05/01/2021	New hire live scans		\$90.00
97952	05/07/2021			SOQUEL CREEK WATER DISTRICT	\$761
	Invoice	Date	Description		Amount
	13-10919-0042221	04/22/2021	2000 Wharf Road water service		\$44.04
	10-16317-0041921	04/19/2021	420 Capitola Ave. water		\$261.51
	10-16315-0041921	04/19/2021	504 Beulah Dr. water		\$64.18
	10-16316-0041921	04/19/2021	426 Capitola Ave. water		\$99.34
	13-18567-0042221	04/22/2021	2005 Wharf Rd. water & fire service		\$291.87
97953	05/07/2021			SPORT ABOUT GRAPHICS	\$1,823
	Invoice	Date	Description		Amount
	SA050421	05/04/2021	Junior guards t-shirts, jackets, sweatpants, hats		\$1,823.35

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97954	05/07/2021			STATE STEEL COMPANY	\$469
	Invoice	Date	Description		Amount
	127069	04/27/2021	Steel tubing		\$469.79
97955	05/07/2021			THE HOME DEPOT PRO	\$2,313
	Invoice	Date	Description		Amount
	613567973	04/26/2021	Nitrile gloves		\$120.89
	613641737	04/27/2021	Janitorial supplies		\$2,095.08
	613641745	04/27/2021	Nitrile gloves		\$97.98
97956	05/07/2021			TRANSPORTATION ALLIANCE BANK INC.	\$1,031
	Invoice	Date	Description		Amount
	663498	04/29/2021	Sweeper blended filaments, G.B. set 1310 - Gas Tax		\$1,031.51
97957	05/07/2021			US BANK EQUIPMENT FINANCE	\$315
	Invoice	Date	Description		Amount
	442006292	04/27/2021	City Hall copier leases 2210 - Stores Fund		\$315.01
Check Totals:					\$203,615
EFT					
1126	05/04/2021			CalPERS Health Insurance	\$57,525
	Invoice	Date	Description		Amount
	1001845201	05/04/2021	May health insurance		\$57,525.70
			1000 - General Fund	\$3,463.42	
			1001 - Payroll Payables	\$54,062.28	
1127	05/04/2021			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$6
	Invoice	Date	Description		Amount
	1-645-389-472	04/30/2021	State tax for employee final paycheck 1001 - Payroll Payables		\$6.47
1128	05/03/2021			INTERNAL REVENUE SERVICE	\$27
	Invoice	Date	Description		Amount
	35915936	04/30/2021	Medicare tax for employee final paycheck 1001 - Payroll Payables		\$27.24
EFT Totals:					\$57,555
Library					
269	05/07/2021			BOGARD CONSTRUCTION INC.	\$2,880
	Invoice	Date	Description		Amount
	160707-56	04/30/2021	Library project management services		\$2,880.00
Library Totals:					\$2,880

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 7, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
<b>Main City Totals</b>				<b>Count</b>	<b>Tc</b>
Checks				42	\$203,615
EFTs				3	\$57,559
All				45	\$261,174
<b>Payroll Totals</b>					
Checks				2	\$125
EFTs				93	\$163,313
All				95	\$163,438
<b>Library Totals</b>					
Checks				1	\$2,880
EFTs				0	
All				1	\$2,880
<b>Grand Totals:</b>					
Checks				45	\$206,620
EFTs				96	\$220,872
All				141	\$427,493

Attachment: 5-7-21 Check Register (Approval of City Check Registers)

City main account checks dated May 14, 2021, numbered 97958 to 98010, totaling \$48,074.20 and 5 EFTs totaling \$98,231.17, for a grand total of \$146,305.37, have been reviewed and authorized for distribution by the City Manager.

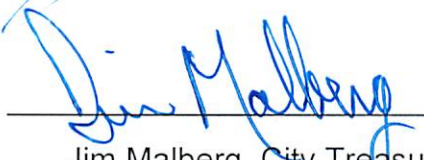
As of May 14, 2021, the unaudited cash balance is \$5,904,988.64

CASH POSITION - CITY OF CAPITOLA  
May 14, 2021

	5/14/2021
General Fund	\$ 396,612.93
Payroll Payables	\$ 36,246.74
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,583,977.05
Stores Fund	\$ 57,977.50
Information Technology Fund	\$ 262,897.88
Equipment Replacement	\$ 583,832.92
Self-Insurance Liability Fund	\$ 11,877.76
Workers' Comp. Ins. Fund	\$ 221,752.04
Compensated Absences Fund	\$ 165,638.44
TOTAL UNASSIGNED GENERAL FUNDS	\$ 5,904,988.64

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).  
The PERS Contingency Fund balance is \$981,012.77 (not included above).  
The Library Fund balance is \$2,159,354.51 (not included above).

  
\_\_\_\_\_  
Jamie Goldstein, City Manager 5/20/21  
Date

  
\_\_\_\_\_  
Jim Malberg, City Treasurer 5/14/21  
Date

Attachment: 5-14-21 Check Register (Approval of City Check Registers)



# City Checks Issued May 14, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97958	05/14/2021			AMAZON CAPITAL SERVICES	\$49
	Invoice	Date	Description		Amount
	1CR1-QWYT-G3KD	04/30/2021	PEO cellphone screen protectors		\$49.00
97959	05/14/2021			AT&T	\$4
	Invoice	Date	Description		Amount
	ATT050121	05/01/2021	May long distance charges 2211 - Information Technology		\$4.67
97960	05/14/2021			CA DEPARTMENT OF TRANSPORTATION	\$1,963
	Invoice	Date	Description		Amount
	SL210742	04/22/2021	January - March signals & lighting billing 1310 - Gas Tax		\$1,963.25
97961	05/14/2021			CALE AMERICA INC.	\$1,829
	Invoice	Date	Description		Amount
	163741	04/27/2021	April CALE parking meters		\$1,829.00
97962	05/14/2021			CALIFORNIA COAST UNIFORM COMPANY	\$72
	Invoice	Date	Description		Amount
	8676	04/30/2021	Cadet uniform tailoring changes		\$39.00
	8675	04/30/2021	Add star to jacket		\$9.00
	8674	04/30/2021	Volunteer uniform tailoring changes		\$24.00
97963	05/14/2021			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,376
	Invoice	Date	Description		Amount
	POA050721	05/07/2021	POA and gym dues PPE 5/1/21 1001 - Payroll		\$1,376.50
97964	05/14/2021			COORDINATED WIRE ROPE	\$127
	Invoice	Date	Description		Amount
	10303962-00	05/03/2021	Grab hooks, chain ID tag		\$127.79
97965	05/14/2021			CRYSTAL SPRINGS WATER CO.	\$378
	Invoice	Date	Description		Amount
	CSW043021	04/30/2021	April drinking water		\$378.00
97966	05/14/2021			D & M TRAFFIC SERVICES	\$218
	Invoice	Date	Description		Amount
	77635	04/12/2021	Esplanade waterwall rental		\$218.00
97967	05/14/2021			DIXON AND SON INC.	\$751
	Invoice	Date	Description		Amount
	231752	04/27/2021	Mount tires on CAT loader, tire sealant		\$503.78
	231540	04/14/2021	Dismount CAT loader tires		\$251.50
97968	05/14/2021			DONALD W ALLEY	\$10,111
	Invoice	Date	Description		Amount
	521-02	05/07/2021	Biological monitoring for flume and jetty		\$8,616.75
	521-03	05/07/2021	Wharf pile driving impacts research 1200 - Capital Improvement Fund		\$1,496.96

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 14, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97969	05/14/2021			ENTENMANN-ROVIN CO.	\$109
	Invoice	Date	Description		Amount
	0158200-IN	04/28/2021	534 badge replacement		\$109.37
97970	05/14/2021			FASTENAL COMPANY	\$173
	Invoice	Date	Description		Amount
	CAWAT115033	04/26/2021	40 hole bin		\$173.13
97971	05/14/2021			FLYERS ENERGY LLC	\$1,709
	Invoice	Date	Description		Amount
	21-314911	05/07/2021	420 gallons gasoline		\$1,709.09
97972	05/14/2021			FRANCHISE TAX BOARD	\$495
	Invoice	Date	Description		Amount
	JK-309-0326-1	05/07/2021	Employee garnishment PPE 5/1/21 1001 - Payroll		\$495.28
97973	05/14/2021			GALLS LLC	\$629
	Invoice	Date	Description		Amount
	018092451	04/08/2021	Flashlights, gear bags, citation holders, flashlight holder		\$629.49
97974	05/14/2021			GARDAWORLD	\$211
	Invoice	Date	Description		Amount
	10634486	05/01/2021	May armored transport service		\$211.63
97975	05/14/2021			HENDERSON MARINE SUPPLY	\$1,498
	Invoice	Date	Description		Amount
	43590	05/10/2021	Wharf floating dock bumpers 1311 - Wharf		\$1,498.35
97976	05/14/2021			HOME DEPOT CREDIT SERVICES	\$81
	Invoice	Date	Description		Amount
	1621888	05/11/2021	Diesel exhaust fluid, supplies		\$81.59
97977	05/14/2021			HUMBOLDT PETROLEUM LLC	\$26
	Invoice	Date	Description		Amount
	090165	04/30/2021	April car washes		\$26.00
97978	05/14/2021			HYDROSCIENCE ENGINEERS INC.	\$1,853
	Invoice	Date	Description		Amount
	331018001	05/03/2021	720 Hill St. storm water review services		\$1,853.75
97979	05/14/2021			INTERSTATE BATTERY SYSTEM OF SAN JOSE INC	\$1,083
	Invoice	Date	Description		Amount
	120114047	05/06/2021	Parking meter batteries		\$1,083.39
97980	05/14/2021			KING'S PAINT AND PAPER INC.	\$135
	Invoice	Date	Description		Amount
	A0310800	05/11/2021	Curb paint, duo pack covers, paint cup, wire frame		\$135.32

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

City of Capitola  
**City Checks Issued May 14, 2021**

8.C.2

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97981	05/14/2021			LABORMAX STAFFING	\$1,212
	Invoice	Date	Description		Amount
	26-132340	05/07/2021	Seasonal labor 5/1-5/7		\$1,212.38
97982	05/14/2021			LLOYDS TIRE SERVICE	\$40
	Invoice	Date	Description		Amount
	206193	05/05/2021	Mount and balance tire		\$40.00
97983	05/14/2021			LP POLICE	\$500
	Invoice	Date	Description		Amount
	421LP31150	04/30/2021	LP Police plan fee (6 months)		\$500.00
97984	05/14/2021			MALLORY SAFETY AND SUPPLY LLC	\$562
	Invoice	Date	Description		Amount
	5055602	04/02/2021	N95 masks		\$562.05
97985	05/14/2021			MID COUNTY AUTO SUPPLY	\$211
	Invoice	Date	Description		Amount
	MID-1271128	05/10/2021	Spray adhesive, nitrile gloves, car wash soap		\$61.16
	MID-1272722	05/11/2021	Air/fuel ratio sensor		\$150.40
97986	05/14/2021			MILLER'S TRANSFER & STORAGE CO.	\$222
	Invoice	Date	Description		Amount
	92952	05/08/2021	May record storage and warehouse handling		\$222.55
97987	05/14/2021			MISSION LINEN SUPPLY	\$130
	Invoice	Date	Description		Amount
	514687501	05/05/2021	Fleet towels, uniform cleaning		\$33.99
	514687502	05/05/2021	Corp. yard linen service, mats, towels		\$96.95
97988	05/14/2021			NAPA AUTO PARTS	\$93
	Invoice	Date	Description		Amount
	6841-053737	05/01/2021	Hose, dual inlet		\$93.34
97989	05/14/2021			PALACE BUSINESS SOLUTIONS	\$66
	Invoice	Date	Description		Amount
	608802-0	05/05/2021	Steno books, notebooks		\$66.23
97990	05/14/2021			PET PALS DISCOUNT PET SUPPLIES	\$252
	Invoice	Date	Description		Amount
	2441825	03/25/2021	K-9 supplies		\$252.85
97991	05/14/2021			PK SAFETY SUPPLY	\$219
	Invoice	Date	Description		Amount
	406632	03/25/2021	Safety glasses, sunscreen pouches		\$219.80
97992	05/14/2021			SALINAS VALLEY PRO SQUAD	\$253
	Invoice	Date	Description		Amount
	314430	04/24/2021	New officer uniform, radio holder		\$253.41

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

City of Capitola  
**City Checks Issued May 14, 2021**

8.C.2

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
97993	05/14/2021			SAN LORENZO LUMBER	\$358
	Invoice	Date	Description		Amount
	55-0633755	04/21/2021	Sun glasses, scratch pads		\$39.07
	55-0629591	04/06/2021	Rustoleum, countersinks, nuts, washers		\$51.83
	55-0631948	04/14/2021	Lumber for benches		\$147.66
	55-0637634	05/05/2021	Esplanade lumber		\$36.51
	55-0637641	05/05/2021	Beach hex nuts, all thread rods		\$41.13
	55-0638014	05/06/2021	Beach life guard tower hex bolts, washers		\$42.48
97994	05/14/2021			SANTA CRUZ AUTO PARTS INC.	\$65
	Invoice	Date	Description		Amount
	14508-405115	04/23/2021	Oil & fuel filters		\$65.55
97995	05/14/2021			SANTA CRUZ COUNTY INFORMATION SERVICES	\$640
	Invoice	Date	Description		Amount
	SCC042421	05/01/2021	May open query scan charges		\$640.81
97996	05/14/2021			SIRCHIE	\$8
	Invoice	Date	Description		Amount
	0493492-IN	04/27/2021	Evidence supplies		\$8.18
97997	05/14/2021			SOUTH BAY REGIONAL TRAINING	\$154
	Invoice	Date	Description		Amount
	221545	04/23/2021	Field training officer course		\$154.00
97998	05/14/2021			STAPLES ADVANTAGE	\$92
	Invoice	Date	Description		Amount
	8062028981	04/24/2021	Staples, stamps, erasing pad		\$92.04
97999	05/14/2021			SUMMIT UNIFORMS	\$4,538
	Invoice	Date	Description		Amount
	73486	04/10/2021	New officer uniform		\$1,633.29
	73572	04/15/2021	New officer uniform		\$1,613.62
	73573	04/15/2021	New officer uniform		\$1,581.94
	73603	04/16/2021	Flashlight holders		\$37.15
	73829	04/28/2021	New officer uniform credits		(\$327.75)
98000	05/14/2021			THE CLEANING MACHINE INC.	\$2,760
	Invoice	Date	Description		Amount
	6466	04/29/2021	Village sidewalk pressure washing (paid by BIA) 1321 - BIA		\$2,760.00
98001	05/14/2021			THE HOME DEPOT PRO	\$301
	Invoice	Date	Description		Amount
	615447836	05/05/2021	Latex gloves		\$301.28
98002	05/14/2021			TODD HANSON	\$5,336
	Invoice	Date	Description		Amount
	0007	04/01/2021	April BIA marketing, website management, media boost		\$2,668.00
	0008	05/01/2021	May BIA marketing, website management, media boost 1321 - BIA		\$2,668.00

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 14, 2021

8.C.2

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
98003	05/14/2021			TRANSPORTATION ALLIANCE BANK INC.	\$417
	Invoice	Date	Description		Amount
	663689	05/07/2021	Sweeper link-lift, nut jam, nuts, parts		\$295.10
	663650	05/06/2021	Sweeper flap deflector		\$122.09
			1310 - Gas Tax		
98004	05/14/2021			US BANK EQUIPMENT FINANCE	\$187
	Invoice	Date	Description		Amount
	442462354	05/03/2021	City Hall & Recreation copier leases		\$187.42
			1000 - General Fund \$26.06		
			2210 - Stores Fund \$161.36		
98005	05/14/2021			US BANK EQUIPMENT FINANCE	\$103
	Invoice	Date	Description		Amount
	442462263	05/03/2021	Recreation copier lease		\$103.57
98006	05/14/2021			US BANK EQUIPMENT FINANCE	\$288
	Invoice	Date	Description		Amount
	442462503	05/03/2021	PD copier lease		\$288.83
98007	05/14/2021			US BANK PARS Acct 6746022400	\$482
	Invoice	Date	Description		Amount
	PARS050721	05/07/2021	PARS contributions PPE 5/1/21		\$482.23
			1001 - Payroll		
98008	05/14/2021			WHEELCHAIRS OF SAN MATEO & TECH	\$1,164
	Invoice	Date	Description		Amount
	00012016	04/30/2021	Wheelchair high impact wheel		\$1,164.23
98009	05/14/2021			ZUMAR INDUSTRIES INC.	\$817
	Invoice	Date	Description		Amount
	92960	05/07/2021	Speed limit street signs		\$817.29
98010	05/14/2021			Santa Cruz Toyota	\$1,699
	Invoice	Date	Description		Amount
	21-0017	04/29/2021	835 Bay Ave. temp. use permit partial refund		\$1,699.95
			1000 - General Fund \$1,619.00		
			1317 - Technology Fee Fund \$80.95		
Check Totals:					\$48,074

EFT

1129	05/11/2021			WELLS FARGO BANK	\$1,116
	Invoice	Date	Description		Amount
	WF051121	05/11/2021	May client analysis charges		\$1,116.47
1130	05/12/2021			CalPERS Member Services Division	\$53,611
	Invoice	Date	Description		Amount
	1001850598-601	05/07/2021	PERS contributions PPE 5/1/21		\$53,611.59
			1001 - Payroll		

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 14, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
1131	05/10/2021			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$7,859
	Invoice	Date	Description		Amount
	1-794-676-384	05/07/2021	State tax PPE 5/1/21 1001 - Payroll		\$7,859.28
1132	05/10/2021			INTERNAL REVENUE SERVICE	\$27,122
	Invoice	Date	Description		Amount
	95459538	05/07/2021	Federal taxes & Medicare PPE 5/1/21 1001 - Payroll		\$27,122.55
1134	05/10/2021			VOYA FINANCIAL	\$8,521
	Invoice	Date	Description		Amount
	VOYA050721	05/07/2021	Employee 457 contributions PPE 5/1/21 1001 - Payroll		\$8,521.28

EFT Totals: \$98,231

Main City Totals	Count	Total
Checks	53	\$48,074
EFTs	5	\$98,231
All	58	\$146,305

Grand Totals:	Count	Total
Checks	53	\$48,074
EFTs	5	\$98,231
All	58	\$146,305

Attachment: 5-14-21 Check Register (Approval of City Check Registers)

City main account checks dated May 21, 2021, numbered 98011 to 98047, totaling \$74,401.57, 2 library checks totaling \$1,268,459.28, and 106 payroll EFTs totaling \$165,908.89, for a grand total of \$1,508,769.74, have been reviewed and authorized for distribution by the City Manager.

As of May 21, 2021, the unaudited cash balance is \$5,925,338.83

**CASH POSITION - CITY OF CAPITOLA  
May 21, 2021**

	5/21/2021
General Fund	\$ 292,965.47
Payroll Payables	\$ 167,993.92
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,577,608.86
Stores Fund	\$ 57,750.97
Information Technology Fund	\$ 261,743.07
Equipment Replacement	\$ 583,832.92
Self-Insurance Liability Fund	\$ 11,877.76
Workers' Comp. Ins. Fund	\$ 221,752.04
Compensated Absences Fund	\$ 165,638.44
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<b>\$ 5,925,338.83</b>

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).  
The PERS Contingency Fund balance is \$981,012.77 (not included above).  
The Library Fund balance is \$889,896.37 (not included above).

  
\_\_\_\_\_  
Jamie Goldstein, City Manager 5/25/21  
Date

  
\_\_\_\_\_  
Jim Malberg, City Treasurer 5/25/21  
Date

Attachment: 5-21-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 21, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
98011	05/21/2021			ADRIENNE HARRELL	\$786.50
	Invoice	Date	Description		Amount
	AH051821	05/18/2021	Instructor payment		\$786.50
98012	05/21/2021			AMAZON CAPITAL SERVICES	\$16.30
	Invoice	Date	Description		Amount
	1X43-JLMW-393Y	04/12/2021	Gauze rolls		\$16.30
98013	05/21/2021			APTOS LANDSCAPE SUPPLY INC.	\$76.69
	Invoice	Date	Description		Amount
	549444	05/13/2021	Beach pebbles		\$76.69
98014	05/21/2021			AT&T	\$4.53
	Invoice	Date	Description		Amount
	ATT050121-2	05/01/2021	PD long distance charges		\$4.53
98015	05/21/2021			BEAR ELECTRICAL SOLUTIONS INC.	\$2,245.40
	Invoice	Date	Description		Amount
	12867	04/28/2021	April traffic signal maintenance services - response		\$1,598.60
	12868	04/28/2021	April traffic signal maintenance services - routine 1310 - Gas Tax		\$646.80
98016	05/21/2021			COOKING ROUND THE WORLD	\$360.09
	Invoice	Date	Description		Amount
	CRTW051121	05/11/2021	Instructor payment		\$360.09
98017	05/21/2021			EWING IRRIGATION	\$106.24
	Invoice	Date	Description		Amount
	14119677	05/04/2021	VP-20 Victor replacement blades		\$64.31
	14207306	05/13/2021	Lawn Way pop up sprinklers, PVC parts, spray nozzles		\$41.93
98018	05/21/2021			FASTENAL COMPANY	\$242.26
	Invoice	Date	Description		Amount
	CAWAT115471	05/13/2021	Memorial bench hardware		\$189.54
	CAWAT115472	05/13/2021	Memorial bench hardware		\$52.72
98019	05/21/2021			FIRST ALARM	\$215.16
	Invoice	Date	Description		Amount
	611324	05/15/2021	Community Center quarterly intrusion system monitoring		\$215.16
98020	05/21/2021			FLYERS ENERGY LLC	\$1,299.77
	Invoice	Date	Description		Amount
	21-318564	05/14/2021	232 gallons gasoline		\$944.06
	21-318562	05/14/2021	90 gallons diesel		\$355.71
98021	05/21/2021			HOME DEPOT CREDIT SERVICES	\$257.26
	Invoice	Date	Description		Amount
	0523778	05/12/2021	Life guard tower supplies		\$111.98
	2640025	05/10/2021	Esplanade supplies		\$76.56
	0622037	05/12/2021	Lightning cable, batteries, key clip, broom		\$68.72

Attachment: 5-21-21 Check Register (Approval of City Check Registers)



# City Checks Issued May 21, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
98022	05/21/2021			KBA Document Solutions LLC	\$173.81
	Invoice	Date	Description		Amount
	55Y1178718	05/12/2021	City Hall copier usage charges		\$22.59
	55Y1179607	05/17/2021	City Hall copier usage charges 2211 - IT Fund		\$151.22
98023	05/21/2021			KING'S PAINT AND PAPER INC.	\$95.28
	Invoice	Date	Description		Amount
	A0310993	05/17/2021	Memorial bench timber oil, brushes		\$62.91
	A0311007	05/17/2021	Jade St. paint		\$32.37
98024	05/21/2021			LABORMAX STAFFING	\$1,212.38
	Invoice	Date	Description		Amount
	26-132530	05/14/2021	Seasonal labor 5/8 - 5/14/21		\$1,212.38
98025	05/21/2021			LAURA ALIOTO	\$2,730.00
	Invoice	Date	Description		Amount
	LA051821	05/18/2021	Instructor payment		\$2,730.00
98026	05/21/2021			LLOYDS TIRE SERVICE	\$415.51
	Invoice	Date	Description		Amount
	206302	05/14/2021	Tire, lifetime install package		\$288.32
	206276	05/12/2021	Mount and balance tire, TPMS sensor		\$127.19
98027	05/21/2021			MATT KOTILA	\$883.91
	Invoice	Date	Description		Amount
	MK052021	05/20/2021	Beach lifeguard buoy supplies		\$883.91
98028	05/21/2021			MID COUNTY AUTO SUPPLY	\$24.12
	Invoice	Date	Description		Amount
	MID-1273943	05/12/2021	Glass cleaner, sweeper supplies		\$24.12
98029	05/21/2021			MISSION LINEN SUPPLY	\$201.65
	Invoice	Date	Description		Amount
	514735841	05/12/2021	Fleet towels, uniform cleaning		\$33.99
	514735842	05/12/2021	Corp. yard linen service, mats, towels		\$92.66
	514758489	05/17/2021	Recreation mats, mops, towels		\$75.00
98030	05/21/2021			MONTEREY ONE WATER	\$380.00
	Invoice	Date	Description		Amount
	13930	05/14/2021	Regional TV ad buy program		\$380.00
98031	05/21/2021			MUNICODE	\$250.00
	Invoice	Date	Description		Amount
	00357458	05/17/2021	Website enhancement 2211 - IT Fund		\$250.00
98032	05/21/2021			NICHOLE BRYANT LEBLOND	\$194.19
	Invoice	Date	Description		Amount
	NB051221	05/12/2021	OST snack food reimbursement		\$194.19

Attachment: 5-21-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 21, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
98033	05/21/2021			OUTDOOR SUPPLY HARDWARE	\$184.14
	Invoice	Date	Description		Amount
	D20367	05/11/2021	Galvanizing compound, drill unbit set, countersink pilot		\$122.30
	D21122	05/12/2021	Gloves, sanding disks		\$61.84
98034	05/21/2021			PACIFIC GAS & ELECTRIC	\$14,013.62
	Invoice	Date	Description		Amount
	PGE041321-acct0	04/13/2021	Wharf Road Rispin Mansion utilities		(\$6.66)
	PGE051221-acct0	05/12/2021	Wharf Road Rispin Mansion utilities		\$9.53
	PGE051421-acct5	05/14/2021	Pacific Cove parking lot utilities		\$1,163.97
	PGE051421-acct9	05/14/2021	May gas & electricity		\$12,846.78
			1000 - General Fund	\$5,296.73	
			1300 - SLESF	\$84.75	
			1310 - Gas Tax	\$6,644.36	
			1311 - Wharf	\$1,987.78	
98035	05/21/2021			PACIFIC INSTITUTE OF DEFENSIVE TACTICS	\$2,308.00
	Invoice	Date	Description		Amount
	2105172	05/17/2021	Defensive tactics instructor course		\$2,308.00
98036	05/21/2021			PALACE BUSINESS SOLUTIONS	\$226.53
	Invoice	Date	Description		Amount
	609812-0	05/14/2021	Envelope clasps, tape dispenser		\$12.14
	609914-0	05/17/2021	Batteries, paper		\$153.95
	609812-1	05/17/2021	Folder fasteners		\$60.44
			2210 - Stores Fund		
98037	05/21/2021			PARS	\$161.25
	Invoice	Date	Description		Amount
	48034	05/11/2021	PARS annual statement fee		\$161.25
98038	05/21/2021			PETERSON CATERPILLAR	\$479.10
	Invoice	Date	Description		Amount
	PC001738354	05/11/2021	926M loader hoses		\$479.10
98039	05/21/2021			PHIL ALLEGRI ELECTRIC INC.	\$280.00
	Invoice	Date	Description		Amount
	28895	05/12/2021	Esplanade electrical work		\$280.00
98040	05/21/2021			PRECISION GRADE INC.	\$6,368.19
	Invoice	Date	Description		Amount
	101	04/09/2021	Capitola Ave. sidewalk improvements retainage		\$6,368.19
			1200 - Capital Improvement Fund		
98041	05/21/2021			SAN LORENZO LUMBER	\$166.06
	Invoice	Date	Description		Amount
	55-0637099	05/04/2021	Lifeguard tower supplies		\$166.06
98042	05/21/2021			SANTA CRUZ COUNTY SHERIFF-CORONER	\$427.08
	Invoice	Date	Description		Amount
	421 CPD	05/05/2021	April booking fee		\$427.08

Attachment: 5-21-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 21, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
98043	05/21/2021			SANTA CRUZ MUNICIPAL UTILITIES	\$311.45
	Invoice	Date	Description		Amount
	SCMU043021	05/10/2021	April water service for medians		\$311.45
98044	05/21/2021			SOQUEL CREEK WATER DISTRICT	\$12,400.10
	Invoice	Date	Description		Amount
	06-14476-0050521	05/05/2021	430 Kennedy Drive water service		\$164.64
	42-14952-0042821	04/28/2021	Cortez Park irrigation		\$1,316.79
	42-15297-0042821	04/28/2021	426 Capitola Ave irrigation		\$136.94
	42-15751-0142821	04/28/2021	2005 Wharf Road irrigation		\$683.26
	42-15969-0042821	04/28/2021	Lawn Way irrigation		\$256.79
	42-16122-0042821	04/28/2021	Esplanade fountain irrigation		\$67.42
	42-10504-0042821	04/28/2021	Cliff Drive irrigation		\$59.08
	42-11090-0142821	04/28/2021	Capitola Road irrigation		\$136.94
	42-11467-0042821	04/28/2021	Jade Street park irrigation		\$5,932.45
	42-11517-0042821	04/28/2021	41st Avenue irrigation		\$136.94
	42-14404-0042821	04/28/2021	Monterey Ave. Nobel Gulch Park irrigation		\$860.06
	42-16130-0042821	04/28/2021	Wharf Road irrigation		\$59.98
	42-16136-0042821	04/28/2021	1400 Wharf Road irrigation		\$628.99
	42-16407-0042821	04/28/2021	Bay Ave. irrigation		\$59.08
	34-18508-0042821	04/28/2021	1510 McGregor Drive water service		\$58.70
	42-14431-0042821	04/28/2021	Monterey Ave. irrigation		\$685.03
	42-17688-0042821	04/28/2021	Lawn Way irrigation		\$1,097.93
	42-18238-0042821	04/28/2021	Capitola Road irrigation		\$59.08
			1000 - General Fund	\$11,771.11	
			1311 - Wharf	\$628.99	
98045	05/21/2021			SOUTH BAY REGIONAL TRAINING	\$7,702.00
	Invoice	Date	Description		Amount
	221562	05/04/2021	Police academy for two employees		\$7,702.00
98046	05/21/2021			THE HOME DEPOT PRO	\$3,162.19
	Invoice	Date	Description		Amount
	616346862	05/11/2021	Janitorial supplies		\$2,342.22
	616620969	05/12/2021	Janitorial supplies		\$781.07
	616833323	05/12/2021	Janitorial supplies		\$38.90
98047	05/21/2021			WELLS FARGO BANK	\$14,040.81
	Invoice	Date	Description		Amount
	WF050321	05/03/2021	April credit card purchases		\$14,040.81
			1000 - General Fund	\$12,310.95	
			1360 - Library Fund	\$998.86	
			2211 - IT Fund	\$731.00	
			Purchases over \$500:		
			Restroom Direct	\$4,650.00	Drinking fountain
			AllData	\$1,500.00	Subscription
			CA Toxic Substances	\$971.53	
			Catto's Graphics	\$917.70	Aluminum parking signs
			Frame Circus	\$998.86	Library art frames
			The Skylight Place	\$534.45	Skylight
			Powder Coat It	\$1,400.00	Powder coating

Check Totals: \$74,401.57

Attachment: 5-21-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 21, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transaction Amount
<b>Library</b>					
270	05/21/2021			JOHN F OTTO INC ESCROW NO 02-701154	\$61,792.44
	Invoice	Date	Description		Amount
	13888retainer	05/11/2021	March library retainer		\$55,270.35
	13917retainer	05/12/2021	April library retainer		\$6,522.09
271	05/21/2021			OTTO CONSTRUCTION INC.	\$1,206,666.84
	Invoice	Date	Description		Amount
	13888	05/11/2021	March library construction		\$1,050,136.66
	13917	05/12/2021	April library construction		\$156,530.18
<b>Library Totals:</b>					<u>\$1,268,459.28</u>
<b>Main City Totals</b>				<b>Count</b>	<b>Total</b>
Checks				37	\$74,401.57
EFTs				0	\$0.00
All				37	\$74,401.57
<b>Payroll Totals</b>					
Checks				1	\$0.00
EFTs				106	\$165,908.89
All				107	\$165,908.89
<b>Library Totals</b>					
Checks				2	\$1,268,459.28
EFTs				0	0
All				2	\$1,268,459.28
<b>Grand Totals:</b>					
Checks				40	\$1,342,860.85
EFTs				106	\$165,908.89
All				146	\$1,508,769.74

Attachment: 5-21-21 Check Register (Approval of City Check Registers)



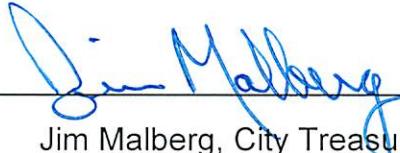

City main account checks dated May 28, 2021, numbered 98048 to 98085, totaling \$73,196.58, 6 EFTs totaling \$98,089.55, and 1 library check totaling \$4,500.00, for a grand total of \$175,786.13, have been reviewed and authorized for distribution by the City Manager.

As of May 28, 2021, the unaudited cash balance is \$6,433,866.14

**CASH POSITION - CITY OF CAPITOLA**  
**May 28, 2021**

	5/28/2021
General Fund	\$ 936,998.70
Payroll Payables	\$ 57,271.54
Contingency Reserve Fund	\$ 2,061,345.66
Facilities Reserve Fund	\$ 522,829.72
Capital Improvement Fund	\$ 1,557,878.86
Stores Fund	\$ 55,729.98
Information Technology Fund	\$ 258,710.52
Equipment Replacement	\$ 583,832.92
Self-Insurance Liability Fund	\$ 11,877.76
Workers' Comp. Ins. Fund	\$ 221,752.04
Compensated Absences Fund	\$ 165,638.44
<b>TOTAL UNASSIGNED GENERAL FUNDS</b>	<b>\$ 6,433,866.14</b>

The Emergency Reserve Fund balance is \$1,374,205.54 (not included above).  
The PERS Contingency Fund balance is \$981,012.77 (not included above).  
The Library Fund balance is \$885,396.37 (not included above).

 Jamie Goldstein, City Manager	 Date
 Jim Malberg, City Treasurer	 Date

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transacti Amo
98048	05/28/2021			AFLAC	\$1,241
	Invoice	Date	Description		Amount
	797530	05/25/2021	May supplemental insurance 1001 - Payroll		\$1,241.18
98049	05/28/2021			AIRGAS USA LLC	\$269
	Invoice	Date	Description		Amount
	9113006916	05/07/2021	Air filters for gas masks, new hires		\$269.22
98050	05/28/2021			ALLIED UNIVERSAL	\$738
	Invoice	Date	Description		Amount
	11330518	06/03/2021	June McGregor skate park foot patrol		\$356.42
	11330519	06/03/2021	June Esplanade park foot patrol		\$382.50
98051	05/28/2021			AMAZON CAPITAL SERVICES	\$1,050
	Invoice	Date	Description		Amount
	1QWN-RGXQ-3JV6	04/22/2021	iPhone case		\$17.39
	13XL-347G-HD1L	04/18/2021	Employee record master file jackets		\$87.30
	19QX-FKPP-PJVP	05/06/2021	PC microphone		\$15.25
	1QQK-6TQG-9CJW	04/26/2021	Standing desks (2), padded stool		\$796.98
	1MNY-9QGX-JMMP	05/04/2021	Trailer wheel locks		\$62.78
	1L1Y-F6W6-XG79	05/13/2021	Gigabit switch		\$52.31
	1YGJ-WHVQ-DXYR	05/14/2021	Flags		\$18.80
			1000 - General Fund	\$965.86	
			2211 - IT Fund	\$84.95	
98052	05/28/2021			APTOS LANDSCAPE SUPPLY INC.	\$228
	Invoice	Date	Description		Amount
	550742	05/25/2021	Library wood chips, landscaping rake		\$228.24
98053	05/28/2021			AT&T/CALNET 3	\$215
	Invoice	Date	Description		Amount
	000016468413	05/13/2021	May telephone service		\$215.08
			1000 - General Fund	\$163.44	
			2211 - IT Fund	\$51.64	
98054	05/28/2021			AT&T/CALNET 3	\$1,187
	Invoice	Date	Description		Amount
	000016469081	05/13/2021	May T-1 access		\$1,187.84
98055	05/28/2021			BAY PHOTO LAB	\$14
	Invoice	Date	Description		Amount
	17142379	05/11/2021	Museum high res scan, 8x10 print		\$14.59
98056	05/28/2021			CAPITOLA PEACE OFFICERS ASSOCIATION	\$1,506
	Invoice	Date	Description		Amount
	POA051521	05/21/2021	POA and gym dues PPE 5/15/21 1001 - Payroll		\$1,506.50

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

## City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transacti Amoi
98057	05/28/2021			CODE PUBLISHING COMPANY INC	\$144.
	Invoice	Date	Description		Amount
	69988	05/21/2021	Municipal code website update		\$144.50
98058	05/28/2021			DFA Actuaries LLC	\$1,000.
	Invoice	Date	Description		Amount
	202105201713	05/20/2021	GASB 75 supplemental disclosure		\$1,000.00
98059	05/28/2021			EQUITABLE	\$2,378.
	Invoice	Date	Description		Amount
	1211752	05/21/2021	May LTD, STD, AD&D, life insurance		\$2,378.31
			1000 - General Fund (\$39.23)		
			1001 - Payroll \$2,417.54		
98060	05/28/2021			FLYERS ENERGY LLC	\$1,354.
	Invoice	Date	Description		Amount
	21-325067	05/25/2021	353 gallons diesel		\$1,354.70
98061	05/28/2021			FRANCHISE TAX BOARD	\$0
	Invoice	Date	Description		Amount
	JK-309-0326-2	05/21/2021	Employee garnishment PPE 5/15/21		\$0.72
			1001 - Payroll		
98062	05/28/2021			HOME DEPOT CREDIT SERVICES	\$2,279.
	Invoice	Date	Description		Amount
	3032237	05/19/2021	Wiper blades		\$19.55
	8010132	02/23/2021	Mixing buckets, paint can, paint stripper		\$36.06
	1521002	04/21/2021	Mesh sand, quick strip, cable twist knot wheel		\$59.09
	1613918	04/21/2021	Pencils		\$13.67
	0614038	04/22/2021	Floor flanges, brushes, urethane, 1/2" elbows		\$144.22
	6514384	04/26/2021	Floating dock hardware, spring links		\$122.86
	6521679	04/26/2021	Floating dock supplies		\$48.98
	5521835	04/27/2021	Floating dock paint, roller frame, sandpaper		\$22.90
	4625661	04/28/2021	Floating dock cleats		\$53.17
	4638036	04/28/2021	Floating dock supplies		\$55.36
	2835445	04/30/2021	LED lights for evidence room		\$196.10
	9615538	05/03/2021	Skate park lumber		\$48.99
	8610016	05/04/2021	Esplanade drinking fountain supplies		\$69.15
	7620968	05/05/2021	Epoxy ties, screws, lumber, supplies		\$163.90
	6621156	05/06/2021	Fountain supplies and hardware		\$70.91
	5351260	05/07/2021	Surveyor vests		\$93.59
	5424757	05/07/2021	Mesh neck shields		\$133.55
	2510765	05/10/2021	Face shield, leaf rake, echo black diamond line		\$46.78
	2523540	05/10/2021	Plant hooks, supplies		\$93.21
	1610970	05/11/2021	Rapid set concrete, diamond blade		\$59.31
	1621839	05/11/2021	Esplanade shower supplies		\$160.15
	0031281	05/12/2021	Clear poly sheeting		\$106.82

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transact Amount
	0640229	05/12/2021	Dish washer supply line, wall stripper tool, blades		\$42.48
	9281127	05/13/2021	Trash cans		\$163.17
	9622148	05/13/2021	Esplanade shower supplies		\$42.90
	5611820	05/17/2021	Skate park rust stopper, bucket		\$26.80
	4524625	05/18/2021	Skate park paint, bucket, rust stopper, super glue		\$77.03
	8512348	05/24/2021	Padlocks		\$108.96
			1000 - General Fund	\$1,976.39	
			1311 - Wharf	\$303.27	
98063	05/28/2021			INDEPENDENT ELECTRIC SUPPLY INC.	\$76
	Invoice	Date	Description		Amount
	S105160671.001	05/13/2021	Step drill bit		\$76.27
98064	05/28/2021			INTERSTATE TRAFFIC CONTROL PRODUCTS	\$2,510
	Invoice	Date	Description		Amount
	244461	05/20/2021	No parking signs, Pexco K markers, museum parking sign		\$2,510.06
98065	05/28/2021			LABORMAX STAFFING	\$1,212
	Invoice	Date	Description		Amount
	26-132720	05/21/2021	Seasonal labor 5/15 - 5/21/21		\$1,212.38
98066	05/28/2021			LEWIS TREE SERVICE INC.	\$2,100
	Invoice	Date	Description		Amount
	32825	05/25/2021	Corp. yard dead tree removal		\$2,100.00
98067	05/28/2021			LIUNA PENSION FUND	\$985
	Invoice	Date	Description		Amount
	FC0178	05/21/2021	May LIUNA pension dues		\$985.60
			1001 - Payroll		
98068	05/28/2021			MBS BUSINESS SYSTEMS	\$50
	Invoice	Date	Description		Amount
	404430	05/24/2021	Copier toner freight		\$50.00
98069	05/28/2021			MID COUNTY AUTO SUPPLY	\$439
	Invoice	Date	Description		Amount
	MID-1282734	05/19/2021	Oil		\$29.76
	MID-1279651	05/17/2021	Wear pads, bearing buddy bra		\$83.98
	MID-1285846	05/21/2021	Serpentine belt, paint, grease gun coupler, supplies		\$162.71
	MID-1282775	05/19/2021	Spark plugs		\$16.19
	MID-1285902	05/21/2021	Oil		\$29.76
	MID-1257229	04/29/2021	Boat trailer cart & grease		\$60.33
	MID-1284133	05/20/2021	Trailer light kit, distilled water, lube		\$57.23
			1000 - General Fund	\$379.63	
			1311 - Wharf	\$60.33	

Attachment: 5-28-21 Check Register (Approval of City Check Registers)



# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transacti Amor
98070	05/28/2021			MISSION LINEN SUPPLY	\$164
	Invoice	Date	Description		Amount
	514789416	05/19/2021	Fleet towels, uniform cleaning		\$33.99
	514832579	05/26/2021	Fleet uniform cleaning, shop towels		\$33.99
	514789417	05/19/2021	Corp. yard uniform cleaning, mats, towels		\$96.95
98071	05/28/2021			MOFFATT AND NICHOL	\$19,730
	Invoice	Date	Description		Amount
	760366	05/20/2021	Wharf design, permitting, flume bid support & permitting 1200 - Capital Improvement Fund		\$19,730.00
98072	05/28/2021			O'REILLY AUTO PARTS	\$240
	Invoice	Date	Description		Amount
	2763-210269	05/18/2021	Ball joints		\$189.31
	2763-210270	05/18/2021	Dirt buster, muscle magic		\$21.02
	2763-210271	05/18/2021	Battery cable, hold down, tray, terminal boots		\$30.48
98073	05/28/2021			OUTDOOR SUPPLY HARDWARE	\$681
	Invoice	Date	Description		Amount
	D24664	05/17/2021	Paint, misc. supplies		\$224.17
	D15001	05/04/2021	Garden hose		\$46.86
	D23148	05/15/2021	Garden hose		\$63.21
	D26534	05/20/2021	Tape, paint, gloves		\$70.95
	D26555	05/20/2021	Acetone		\$87.19
	D21759	05/13/2021	ABS trap adapters, drill bit set, supplies		\$109.34
	D10366	04/28/2021	Bulk fasteners		\$45.37
	D14957	05/04/2021	Bulk fastener		\$21.79
	D16472	05/06/2021	Washers		\$12.42
98074	05/28/2021			PITNEY BOWES	\$2,020
	Invoice	Date	Description		Amount
	PB051921	05/19/2021	City Hall postage machine refill 2210 - Stores Fund		\$2,020.99
98075	05/28/2021			PRAXAIR DISTRIBUTION INC.	\$524
	Invoice	Date	Description		Amount
	63755872	05/22/2021	Acetylene rental		\$136.52
	63815534	05/25/2021	Oxygen, acetylene, welding supplies		\$387.98
98076	05/28/2021			PREFERRED BENEFIT INSURANCE ADMIN.	\$5,229
	Invoice	Date	Description		Amount
	EIA40263	05/01/2021	May dental and vision insurance		\$5,229.40
			1000 - General Fund	\$162.90	
			1001 - Payroll Payables	\$5,066.50	

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transact Amo
98077	05/28/2021			ROBERT IVERS	\$320
	Invoice	Date	Description		Amount
	5678	05/12/2021	2008 Ford F450 opacity test		\$80.00
	5679	05/12/2021	2013 sweeper opacity test		\$80.00
	5680	05/12/2021	2018 Caterpillar 926M opacity test		\$80.00
	5677	05/12/2021	1991 Ford F800 opacity test		\$80.00
98078	05/28/2021			SANTA CRUZ AUTO PARTS INC.	\$24
	Invoice	Date	Description		Amount
	14508-407276	05/14/2021	Gloves		\$24.04
98079	05/28/2021			SOQUEL CREEK WATER DISTRICT	\$12,904
	Invoice	Date	Description		Amount
	08-15299-0051421	05/14/2021	Monterey Ave. water		\$118.33
	08-15562-0051421	05/14/2021	Cliff and Fairview water service		\$44.04
	09-15964-0051421	05/14/2021	Monterey Ave. Esplanade water		\$12,742.02
98080	05/28/2021			SPECTRUM BUSINESS	\$4,233
	Invoice	Date	Description		Amount
	0000178050121	05/01/2021	May internet service		\$4,233.69
			1000 - General Fund	\$2,053.41	
			2211 - IT Fund	\$2,180.28	
98081	05/28/2021			TPX COMMUNICATIONS	\$1,558
	Invoice	Date	Description		Amount
	143226694-0	05/23/2021	May phone service		\$1,558.56
			1000 - General Fund	\$842.88	
			2211 - IT Fund	\$715.68	
98082	05/28/2021			UNITED WAY OF SANTA CRUZ COUNTY	\$20
	Invoice	Date	Description		Amount
	UW053121	05/21/2021	May employee United Way contributions		\$20.00
			1001 - Payroll		
98083	05/28/2021			UPEC LIUNA LOCAL 792	\$807
	Invoice	Date	Description		Amount
	UPEC053121	05/21/2021	May UPEC dues		\$807.50
			1001 - Payroll		
98084	05/28/2021			US BANK PARS Acct 6746022400	\$744
	Invoice	Date	Description		Amount
	PARS051521	05/21/2021	PARS contributions PPE 5/15/21		\$744.57
			1001 - Payroll		

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transacti Amo
98085	05/28/2021			VERIZON WIRELESS	\$3,007
	Invoice	Date	Description		Amount
	9879506182	05/10/2021	May telephone charges		\$3,007.36
Check Totals:					\$73,196
EFT					
1135	05/24/2021			CalPERS Member Services Division	\$53,600
	Invoice	Date	Description		Amount
	1001858153-7	05/21/2021	PERS contributions PPE 5/15/21 1001 - Payroll		\$53,600.84
1136	05/24/2021			EMPLOYMENT DEVELOPMENT DEPARTMENT	\$7,854
	Invoice	Date	Description		Amount
	0-616-418-976	05/21/2021	State tax PPE 5/15/21 1001 - Payroll		\$7,854.38
1137	05/24/2021			INTERNAL REVENUE SERVICE	\$27,150
	Invoice	Date	Description		Amount
	34758557	05/21/2021	Federal taxes & Medicare PPE 5/15/21 1001 - Payroll		\$27,150.33
1138	05/24/2021			STATE DISBURSEMENT UNIT	\$767
	Invoice	Date	Description		Amount
	35868278	05/21/2021	Employee garnishments PPE 5/15/21 1001 - Payroll		\$767.53
1139	05/25/2021			VOYA FINANCIAL	\$8,581
	Invoice	Date	Description		Amount
	VOYA052121	05/21/2021	457 contributions PPE 5/15/21 1001 - Payroll		\$8,581.02
1140	05/25/2021			WEX HEALTH INC.	\$135
	Invoice	Date	Description		Amount
	0001333438-IN	04/30/2021	April COBRA and FSA admin.		\$135.45
EFT Totals:					\$98,089
Library					
272	05/28/2021			WHITLOW CONCRETE INC.	\$4,500
	Invoice	Date	Description		Amount
	B1745	05/20/2021	Library concrete with stamp finish		\$4,500.00
Library Totals:					\$4,500

Attachment: 5-28-21 Check Register (Approval of City Check Registers)

# City Checks Issued May 28, 2021

Check Number	Invoice Number	Invoice Date	Description	Payee Name	Transact Amo
<b>Main City Totals</b>				<b>Count</b>	<b>Tot</b>
Checks				38	\$73,196
EFTs				6	\$98,089
All				44	\$171,286
<b>Library Totals</b>					
Checks				1	\$4,500
EFTs				0	
All				1	\$4,500
<b>Grand Totals:</b>					
Checks				39	\$77,696
EFTs				6	\$98,089
All				45	\$175,786

Attachment: 5-28-21 Check Register (Approval of City Check Registers)



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: Finance Department

SUBJECT: Approval of City Check Registers Dated May 7, May 14, May 21, and May 28

**RECOMMENDED ACTION:** Approve check registers.

<b>Account: City Main</b>				
Date	Starting Check #	Ending Check #	Payment Count	Amount
5/07/2021	97916	97957	45	\$ 261,174.89
5/14/2021	97958	98010	58	\$ 146,305.37
5/21/2021	98011	98047	37	\$ 74,401.57
5/28/2021	98048	98085	44	\$ 171,286.13

The main account check register dated April 30, 2021, ended with check #97915.

<b>Account: Library</b>				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
5/07/2021	269	269	1	\$ 2,880.00
5/21/2021	270	271	2	\$ 1,268,459.28
5/28/2021	272	272	1	\$ 4,500.00

The library account check register dated April 23, 2021, ended with check #268.

<b>Account: Payroll</b>				
Date	Starting Check/EFT #	Ending Check/EFT #	Payment Count	Amount
5/07/2021	16911	17003	95	\$ 163,438.88
5/21/2021	17004	17109	107	\$ 165,908.89

The payroll account check register dated April 23, 2021, ended with EFT #16910.

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

Check/EFT	Issued to	Dept	Description	Amount
97932	Granite Rock Company	PW	Flume surface prep., fiber glass liner, repairs	\$ 127,726.55
97949	Santa Cruz County	PD	April citation processing	\$ 11,136.50

Approval of City Check Registers  
June 10, 2021

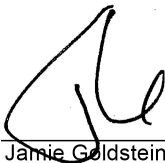
	Auditor-Controller			
97950	Santa Cruz County DPW	PW	Household hazardous waste program	\$ 27,546.00
1126	CalPERS Health	CM	May health insurance	\$ 57,525.70
97968	Donald Alley	PW	Flume & Jetty biological monitoring, wharf pile driving impacts research	\$ 10,113.71
1130	CalPERS Member Services	CM	PERS contributions PPE 5/1/21	\$ 53,611.59
1132	IRS	FN	Federal taxes & Medicare PPE 5/1/21	\$ 27,122.55
98034	PG&E	PW	May gas and electricity	\$ 14,013.62
98044	Soquel Creek Water District	PW	Water service	\$ 12,400.10
98047	Wells Fargo Bank	CM	April credit card charges	\$ 14,040.81
270	John F. Otto Inc. Escrow	PW	March & April library retainer	\$ 61,792.44
271	Otto Construction Inc.	PW	March & April library construction	\$1,206,666.84
98071	Moffatt and Nichol	PW	Wharf design, permitting, flume bid support & permitting	\$ 19,730.00
98079	Soquel Creek Water District	PW	May water service	\$ 12,904.39
1135	CalPERS Member Services	CM	PER contributions PPE 5/15/21	\$ 53,600.84
1137	IRS	FN	Federal taxes & Medicare PPE 5/15/21	\$ 27,150.33

**ATTACHMENTS:**

1. 5-7-21 Check Register
2. 5-14-21 Check Register
3. 5-21-21 Check Register
4. 5-28-21 Check Register

Report Prepared By: Mark Sullivan  
Senior Accountant

**Reviewed and Forwarded by:**



Jamie Goldstein, City Manager

6/4/2021



## ADMINISTRATIVE POLICY

Number: III-1  
 Issued: May 9, 1996  
 Revised: August 9, 2001  
 Jurisdiction: City Council

### INVESTMENT POLICY

The policy for the investment of public funds shall at all times conform, by law, to Section 53601, et seq., of the California Government Code. In order of importance, the investment policy shall:

1. Provide for the safety of the funds
2. Assure the liquidity of the funds
3. Acquire earnings of the funds

This investment policy, or any modification thereof, shall be formulated by the City Treasurer and approved by the City Council and copies made available upon request.

The Treasurer's investment portfolio contains pooled investments of funds by both the City and of benefit assessment districts within the City. The earnings from pooled investments are shared proportionately with each investor.

City investment funds shall only be invested in the following permitted investments:

1. State of California Local Agency Investment Fund
2. U.S. Treasury Obligations
3. U.S. Agency Obligations
4. Negotiable Certificates of Deposit
5. Guaranteed Investment Contracts (GIC) of AAA quality, for a term not to exceed fifteen (15) months\*

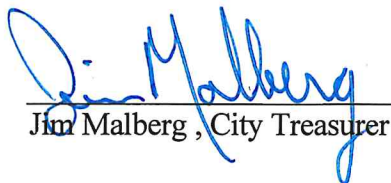
The following limitations shall apply to permitted investments:

T-Bills: Total dollar investment not to exceed 60% of total portfolio at time of investment.

Certificates of Deposit:

- A. Total dollar investment not to exceed 30% of total portfolio at time of investment.
- B. Maturity date of securities shall not be more than five years from date of purchase.
- C. Issuer must be FDIC insured and not more than \$250,000 may be invested into any one bank to ensure FDIC insurance on all invested funds.

City funds placed in a qualified Other Post Employment Benefit (OPEB) Trust Fund for retiree healthcare can be invested in accordance with Government Codes 53620-53622.

  
 \_\_\_\_\_  
 Jim Malberg, City Treasurer

Attachment: III-1 Investment Policy (City Investment Policy)



# CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: Finance Department

SUBJECT: Consider the City Investment Policy

**RECOMMENDED ACTION:** Confirm the City's Administrative Policy Number III-1, Investment Policy as recommended by the Finance Advisory Committee.

**BACKGROUND:** California Government Code §53630 et seq. contains State requirements for the deposit of City funds. Government Code §53635 requires that all money belonging to, or in the custody of, a local agency be deposited in certain allowable instruments. The current Investment Policy was approved by the City Council on August 9, 2001, by adoption of Resolution No. 3149, affirming the City's Investment Policy. This resolution was then incorporated into the City's Administrative Policies. California Government Code requires a city to annually review its investment policy.

**DISCUSSION:** The California Debt and Investment Advisory Committee annually updates the Local Agency Investment Guidelines which lists the allowable investment options for local public agencies. The City's Investment Policy states that the investment policy, or any modification thereof, shall be formulated by the City Treasurer and approved by the City Council. Understanding the order of importance, the investment policy shall:

1. Provide for the safety of the funds
2. Assure the liquidity of the funds
3. Acquire earnings of the funds

At the May 18, 2021, Finance Advisory Committee (FAC) Special Meeting, the committee reviewed the investment policy and recommended confirming it without any changes. The City's current Investment Policy and Investment Portfolio comply with all applicable state laws.

**FISCAL IMPACT:** None

**ATTACHMENTS:**

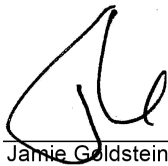
1. III-1 Investment Policy (PDF)

Report Prepared By: Jim Malberg  
Finance Director



City Investment Policy  
June 10, 2021

**Reviewed and Forwarded by:**



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Jamie Goldstein, City Manager

6/4/2021



# CAPITOLA CITY COUNCIL AGENDA REPORT

## MEETING OF JUNE 10, 2021

FROM: Finance Department

SUBJECT: Consider the Adoption of a Resolution Setting the Fiscal Year 2021/2022  
Appropriation Limit

**RECOMMENDED ACTION:** Adopt a resolution setting the Fiscal Year 21/2022 appropriation limit.

**BACKGROUND:** On November 6, 1979, California voters approved Proposition 4, commonly known as the Gann Initiative, establishing Article XIII B of the State Constitution. This proposition, which has been amended twice, places annual limits on the appropriation of tax proceeds that can be made, based on the 1978-79 base year and adjusted each year for population growth and cost-of-living factors. It precludes state and local government from retaining “excess” revenues above the appropriation limit and requires the state to reimburse local government for the cost of certain mandates.

The appropriations limit on the amount of revenue that can be spent applies only to tax proceeds. Charges for services, fees, grants, loans, donations, and other non-tax-based proceeds are excluded.

The State Constitution requires that prior to June 30 of each year, Council ratify the calculation factors and set the City’s appropriations limit for the following fiscal year.

**DISCUSSION:** The Appropriations Limit for a given fiscal year is established in the months preceding the beginning of that fiscal year. California Revenue and Taxation Code, Section 2227, mandates that the State Department of Finance transmit an estimate of the percentage change in population to local governments. Capitola uses this percentage change in population factor for January 1, 2021, in conjunction with the County-issued “Change in California Per Capita Income” to calculate the Appropriation Factor used to determine the limit.

The 2021-22 calculation is:

Annual % change in City Population minus Exclusions	Change in California per capita Income	Appropriation Factor	FY 2020-21 Appropriation Limit	FY 2021-22 Appropriation Limit
0.9950	1.0573	1.0520	\$ 31,097,593	\$ 32,714,148

Appropriation Limit  
June 10, 2021

The 2021-22 Proposed Budget tax revenues are:

Source of Tax Revenue	2021-22 Proposed Budget
Sales Tax (1%)	\$ 5,800,000
District Taxes (Measures O & F)	1,920,131
Property Tax and In-Lieu	2,858,378
Transient Occupancy Tax	1,580,000
Document Transfer Tax	70,000
Franchise Taxes	565,600
Business License Tax	298,700
Cannabis Retail Tax	350,000
Interest Income from tax revenue	2,000
Total Tax Revenue	\$ 13,444,809

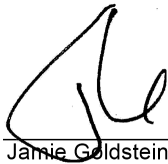
The 2021-22 percent of appropriations limit used is:

Fiscal Year ended:	2019-20	2020-21	2021-22
Appropriations Limit	\$ 30,045,461	\$ 31,097,593	\$ 32,714,148
Tax revenue	\$ 13,413,269	\$ 10,834,632	\$ 13,444,809
Remaining to limit	\$ 16,632,192	\$ 20,262,961	\$ 19,269,339
% of limit used	44.64%	34.84%	41.10%
Limit vs. prior year	\$ 895,204	\$ 1,052,132	\$ 1,616,555
Incr./(Decr.) vs. pr. yr.	3.1%	3.5%	5.2%

**FISCAL IMPACT:** The appropriations limit increased \$1,616,555 (or 5.2%) to \$32.7 million from Fiscal Year 2020/21 to Fiscal Year 2021/22.

Report Prepared By: Mark Sullivan  
Senior Accountant

**Reviewed and Forwarded by:**



Jamie Goldstein, City Manager

6/4/2021

Appropriation Limit  
June 10, 2021

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPITOLA  
SETTING THE 2021-22 FISCAL YEAR APPROPRIATION LIMIT PURSUANT  
TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION**

**WHEREAS**, before June 30 of each year, the City Council must select the factors to calculate the appropriation limit for the ensuing fiscal year and set the appropriation limit accordingly.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the City Council of the City of Capitola that the 2021-22 Fiscal Year Appropriation Limit shall be \$32,714,148 calculated as follows:

Population change within the city:	0.9950
Change in California per capita Income	1.0573

2020-21 Appropriation Limit:	\$ 31, 097,593
Adjustment Factor	x 1.0573
2020-21 Appropriation Limit:	<u>\$ 32,714,148</u>

**I HEREBY CERTIFY** that the foregoing Resolution was passed and adopted by the City Council of the City of Capitola on the 10<sup>th</sup> day of June, 2021, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**  
**ABSTAIN:**

\_\_\_\_\_  
Yvette Brooks, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Woodmansee, City Clerk

**EXHIBIT A**  
**Resolution No.**

**Annual Report & Proposed Fiscal Year 2021-2022 Budget**  
**CVWBIA Assessment Basis**  
**CVWBIA Business Listing and Assessment Method**

**Mission Statement**

The objective of the CVWBIA is to provide a unified organization to promote, stimulate and improve the business conditions in the designated area, primarily during the shoulder season, September – May. The belief is that if the lodging properties and short-term rentals are full, the rest of the businesses in the area will benefit.

This can be achieved by the CVWBIA continuing to fund activities and projects that will:

- Improve access to information regarding the businesses and services provided by the Village and Wharf BIA to likely visitors to the area via newsletters, the internet and print advertising.
- Provide fun, family-oriented events throughout the year emphasizing the attributes of the Village and Wharf, by working in partnership with the Capitola/Soquel Chamber of Commerce.
- Improve and enhance the appearance of the Village and Wharf in partnership with the City of Capitola.
- Enhance the ability of the CVWBIA to serve as a liaison between the business community and local governments.

In FY 2019-20 CVWBIA began to receive a portion of the Transient Occupancy Tax (TOT) collected by the city and made commitments based on projected TOT revenues. Due to the COVID-19 pandemic and required closure of short-term transient rentals, TOT revenue projections were not met. Recovery has moved swiftly but not all businesses have returned to pre-pandemic levels. The FY 2021-22 assessments will be reduced by 25%. Hotel/lodging dues will be reduced by 50%. In 2020-21 the CVWBIA eliminated in lieu (gift certificate) option for a portion of the dues for most categories. This fiscal year that option is removed from the Hotel/lodging category.

**As the CVWBIA begins its sixteenth year we face unusual challenges. We will continue and expand successful programs from prior years, which include the following:**

1. **Website** – In 2020-21 the CVWBIA marketing team created a new, up to date, mobile compatible, website ([www.capitolavillage.com](http://www.capitolavillage.com)) for ease of use and connectivity to BIA member's businesses, lodging and short-term rentals. Each member has a unique page with links to their individual websites. There is a schedule of events and other helpful features. Visitors can sign up on the site to receive newsletters and enter contests to win gift certificates from member businesses.
2. **Social Media** – The Communications Manager creates a monthly newsletter, manages all our social media channels, maintains our website, and tracks performance. Our email newsletters are sent to over 7,000 subscribers each month. Our Facebook page has over 15,870 fans with

our top 5 cities being: San Jose, Santa Cruz, Modesto, Sacramento, and Capitola. Our Instagram is growing the fastest with over 11,390 active followers with an average of 500 profile visits to our account every week. Our newest channel, Twitter, currently has almost 900 followers and continues to grow each month. The purpose of the Communication Manager is to collectively promote the Capitola Village businesses and to be a resource for ongoing growth. Our Village Ambassador continues to develop relationships with our members to facilitate sharing their promotions and announcements with our social media contacts.

3. **Print Advertising** – While placing an emphasis on our social media development, there is still a need for carefully placed advertising in quality visitor publications. We are constantly monitoring these publications for the ones with the most effective online presence. The CVWBIA will continue to co-op with Visit Santa Cruz to promote Capitola Village and Wharf in their visitor magazine, their map and on their website.
4. **Village Brochures** – We print 25,000 brochures and distribute them throughout Santa Cruz County. We contract with Certified Display Service. This company has exclusive rights to lobby racks in the hotels, resorts and visitor centers in the county. These brochures are also available in various places of business throughout the Village and Wharf. We feel it is important to make visitors to other areas in the county aware of Capitola Village and Wharf through these brochures. Additionally, there are distribution locations at the Gilroy Visitors Center on Hwy 101, San Jose Airport and the Monterey Airport.
5. **Branding and Logo Development** – Our updated logo will replace our old logo in all ads and communications.
6. **Sip and Stroll** – Last year there were no Sip and Stroll events. The events are self-supporting and the proceeds were donated to various local non-profits. These events benefit all the businesses in the village. We hope to be able to hold up to three Sip and Stroll events in November, February and May.
7. **Winter Festivities** – A tree lighting ceremony, community caroling and window decorating contest are components of the winter festivities with other events in the planning stages.
8. **Public Works and Village Enhancement** – The CVWBIA contributes annually to the City of Capitola Public Works Department. Our contribution is used to help maintain the Village and Wharf.
9. **Chamber of Commerce** – The CVWBIA contributes annually to support community interest projects and events in the Village.

## Capitola Village & Wharf Business Improvement Area Assessment Basis

The method of assessment classifies businesses within the CVWBIA boundaries into nine categories:

1. Retail / Service businesses
2. Restaurant - Full Bar
3. Restaurant - Beer and Wine
4. Restaurant - No Alcohol
5. Wine/Beer Service
6. Seasonal Food Service
7. Office and Professional businesses / Specialty
8. Short-term Rental businesses
9. Hotel / Motel / Inn businesses

Assessment fees are assigned to these nine business categories by number of full-time equivalent employees, a flat rate, and a per unit amount. Registered non-profits are exempt from assessment fees.

The following table shows the assessment fees for the proposed CVWBIA for FY 2021-22 at 75% of pre-pandemic levels with hotel/motel/inn assessments reduced by 50%.

Business Category	Number of Full-Time Equivalent Employees*		
	0 – 5 employees	6 – 10 employees	More than 10 employees
Retail / Service	\$315	\$630	N/A
Restaurant Full Bar	N/A	\$720	\$1,080
Restaurant Beer and Wine	\$367.50	\$682.50	\$1,042.50
Restaurant No Alcohol	\$315	\$630	N/A
	<b>Flat Fee</b>		
Wine/Beer Service	\$315		
Office / Professional / Specialty	\$90		
Short-term Rental**	\$135		
Seasonal Food Service	\$210		
	<b>Per Unit Fee</b>		
Hotel / Motel / Inn	\$180 per unit		

**Footnote\*** “Full-time employee” is an employee who works 2,000 hours per year or more. Multiple part-time employees are combined into a single full-time employee for the basis of this assessment calculation. (i.e. “fulltime equivalents”)

**Footnote\*\*** “Short-term rental” businesses are defined as those dwellings which, at least once per fiscal year, are rented to a tenant for a tenancy of less than thirty days.

**Associate Membership.** CVWBIA is authorized to accept “associate membership” financial contributions from businesses outside the CVWBIA with approval of the board. The category and assessment will be the same as if the business is within the CVWBIA area.

**New Business Assessment.** Assessments will be prorated by the quarter in which a business opens. “In Lieu” payments will be accepted.

**Business Closing.** A business notifying the CVWBIA before the end of the first quarter of the fiscal year (September 30th) that it will close before December 31<sup>st</sup> will be exempt from paying the assessment for that fiscal year. If the business does not close before December 31st, it must pay the year's assessment in full.

**Late Charge.** No late charge will be assessed with the FY 21-22 dues.

**Delinquencies.** CVWBIA has a clear policy relative to delinquent assessments. Businesses that have not paid their assessment by October 31, 2021, will be removed from the CVWBIA website and brochure. Assessments that have not been paid by January 31, 2022, will be sent to collections.



## Capitola Village & Wharf Business Improvement Area Estimated Actual for FY 2020-2021 and Proposed Budget for FY 2021-2022

	FY 19/20	FY 20/21	FY 21/22	FY 21/22	FY 21/22
	Actual	Estimated Actual	Assessment Budget	TOT Budget	Total Budget
<b>Beginning Fund Balance</b>	\$ 29,019	\$ 41,314	\$ 6,528		\$ 6,528
<b>Revenues</b>					
Member Assessment	\$ 58,953	\$ 34,845	\$ 53,268		\$ 53,268
Associate Assessment	1,400		1,088		1,088
Assessment Revenues - Trade	13,105				
Late Fees	488	(36)			
TOT Revenue	21,840	14,204		28,089	28,089
Palm Tree Lights		3,000			
Sip N' Stroll	9,525		42,000		42,000
Cookie Walk			5,000		5,000
Interest Revenue	917	165			
<b>Total Revenues</b>	\$ 106,227	\$ 52,178	\$ 101,356	\$ 28,089	\$ 129,445
<b>Total Source of Funds</b>	<b>\$ 135,246</b>	<b>\$ 93,491</b>	<b>\$ 107,884</b>	<b>\$ 28,089</b>	<b>\$ 135,973</b>
<b>Expenditures</b>					
Chamber Services			\$ 3,000		\$ 3,000
Charitable Donations			6,000		6,000
CDS Direct Distribution	1,532	3,697	4,000		4,000
Doubtful Accounts			2,000		2,000
Insurance	1,667	1,672	2,000		2,000
Office Supplies	1,614	843	1,200		1,200
Storage Unit	1,740	1,242	1,700		1,700
Renewal	497	270	800		800
<b>Total Administration</b>	\$ 7,051	\$ 7,723	\$ 20,700	\$ -	\$ 20,700
City Accounting Services	\$ 4,200	\$ 4,200	\$ 4,200		\$ 4,200
City Public Works	3,000	3,000	3,000		3,000
<b>Total City Services</b>	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	\$ 7,200
Ambassador	\$ 6,250	\$ 4,800	\$ 7,200		\$ 7,200
Communications Manager	20,400	14,100	18,000		18,000
Directories Printing	3,502	1,421	3,000		3,000
VSC Newsletter		20,274	2,000		2,000
VSC Travel Guide	4,323		3,000		3,000
VSC Map	495	495	500		500
Trade Certificates Used	13,105	4,590	3,000		3,000
Holiday - Advertising	2,020			10,000	10,000
ABC TV	5,000				-
Miscellaneous TV/theater	500		3,000		3,000
Miscellaneous Print	375	920	2,500		2,500
Monterey Travel Magazine			600		600
Print Explore			1,000		1,000
San Francisco Guide	1,200				-
Social Media Boost	4,800	2,600	4,000		4,000
Website Management	960	2,590	3,911	4,089	8,000
Village Enhancement		15,633		14,000	14,000
<b>Total Marketing</b>	\$ 62,929	\$ 67,423	\$ 51,711	\$ 28,089	\$ 79,800
Holiday - Events/Décor	\$ 1,820	\$ 4,617			\$ -
Holiday Trees	832				-
Sip N' Stroll - Cookie Walk	14,100				15,000
<b>Total Special Events</b>	\$ 16,752	\$ 4,617	\$ -	\$ -	\$ 15,000
<b>Total Expenditures</b>	\$ 93,932	\$ 86,963	\$ 79,611	\$ 28,089	\$ 122,700
<b>Ending Fund Balance</b>	<b>\$ 41,314</b>	<b>\$ 6,528</b>	<b>\$ 28,273</b>	<b>\$ -</b>	<b>\$ 13,273</b>

Attachment: Attachment 1 Exhibit A (BIA Intent to Levy Business)

## Capitola Village & Wharf Business Improvement Area Budget Discussion

The CVWBIA will begin Fiscal Year 2021-22 with an estimated fund balance of \$6,528.

**Revenues:** The proposed revenue is derived from the CVWBIA business roster and corresponding assessment rates.

### **Expenditures:**

**Summary.** The proposed expenditures are divided into these categories: Administration \$20,700, City Services \$7,200, Marketing \$79,800 and Special Events \$15,000.

The following is a roster of open businesses in the assessment area as of June 3, 2021.

### Capitola Village & Wharf Business Improvement Area Business Listing and Assessment Method

Business Type	Assessment Method	Estimate Assessment	
AM = Associate Member	Associate Member	AM	\$1,080
F1 = Restaurant Full Bar	Per employee category: 6-10 EEs, >10 EEs	F1	\$8,280
F2 = Restaurant Beer & Wine	Per employee category: 0-5 EEs, 6-10 EEs, >10 EEs	F2	\$2,205
F3 = Restaurant No Alcohol	Per employee category: 0-5 EEs, 6-10 EEs	F3	\$3,465
F4 = Wine & Beer Service	Flat fee	F4	\$1,260
F5 = Seasonal Food	Flat fee	F5	\$210
H = Hotel/Motel/Inn	Flat fee per unit or room	H	\$9,180
O = Office/Professional	Flat fee	O	\$1,800
R = Retail/Service	Per employee category: 0-5 EEs, 6-10 EEs	R	\$12,285
SR = Short Term Rental	Flat fee per unit	SR	\$10,260
		<b>Total</b>	<b>\$50,025</b>

<u>Business Address</u>	<u>Business Name</u>	<u>TYPE</u>	<u>FY21/22 Est. Size</u>	<u>FY 21/22 Amount</u>
504 Bay Avenue	Gayle's Bakery & Rosticceria	AM	>10	1
1400 Wharf Road	Wharf House Restaurant	F1	0 - 10	\$720.00
231 Esplanade Suite 102	Sotola Bar & Grill	F1	0 - 10	\$720.00
209B Esplanade	Bay Bar & Grill	F1	0 - 10	\$720.00
211 Esplanade	The Sand Bar	F1	0 - 10	\$720.00
1750 Wharf Road	Shadowbrook Restaurant	F1	11+	\$1,080.00
203 Esplanade	Zelda's	F1	11+	\$1,080.00
110 Monterey Avenue	Britannia Arms Pub & Rest.	F1	11+	\$1,080.00
231 Esplanade #101	Margaritaville	F1	11+	\$1,080.00
215 Esplanade	Paradise Beach Grille	F1	11+	\$1,080.00

<u>Business Address</u>	<u>Business Name</u>	<u>TYPE</u>	<u>FY21/22 Est. Size</u>	<u>FY 21/22 Amount</u>
123 Monterey Avenue	El Toro Bravo	F2	0 - 5	\$367.50
200 Monterey Avenue #3	Geisha Japanese Restaurant & Tea House	F2	0 - 5	\$367.50
207 Esplanade	Sea Side Siam	F2	0 - 5	\$367.50
115 San Jose Avenue Ste #6	Caruso's Tuscan Cuisine	F2	0 - 5	\$367.50
427 Capitola Avenue	Avenue Café	F2	0 - 5	\$367.50
201 Esplanade Unit A	Tacos Moreno 3	F2	0 - 5	\$367.50
231 Esplanade #100	Mr. Toots Coffee & Tea	F3	0 - 5	\$315.00
200 Monterey Avenue #1	Souza's Ice Cream & Candy	F3	0 - 5	\$315.00
201 Monterey Avenue #C	Castagnola Deli & Café	F3	0 - 5	\$315.00
200 Monterey Avenue #2	Mijos Taqueria	F3	0 - 5	\$315.00
115 San Jose Avenue Ste H	LIL KOE'S BEACH BITES	F3	0 - 5	\$315.00
115 San Jose Avenue Suite #107	The Daily Grind Coffee & Bottle Shop	F3	0 - 5	\$315.00
205 Capitola Avenue	Capitola Candy Café	F3	0 - 5	\$315.00
209A Esplanade	Pizza My Heart	F3	6 - 10	\$630.00
104 Stockton	Polar Bear Ice Cream	F3	6 - 10	\$630.00
103 Stockton Avenue	Armida Winery	F4		\$315.00
312-B Capitola Avenue	Cork and Fork LLC	F4		\$315.00
115 San Jose Avenue Suite #G	Capitola Wine Bar & Merchants	F4		\$315.00
111 Capitola Avenue	English Ales Brewers, Inc.	F4		\$315.00
107 San Jose Avenue Suite #8	Left Coast Sausage Worx	F5		\$210.00
1500 Wharf Road	Venetian Hotel	H	19	\$3,420.00
5000 Cliff Drive	Capitola Beach Suites aka Harbor Lights	H	10	\$1,800.00
250 Monterey Avenue	Inn at Depot Hill	H	12	\$2,160.00
210 Esplanade	Capitola Hotel	H	10	\$1,800.00
312E Capitola Avenue	57 Design Inc.	O		\$90.00
312D Capitola Avenue	Beach House Rentals	O		\$90.00
301 Capitola Avenue	David Lyng & Associates	O		\$90.00
415 Capitola Avenue	James B. Colip Insurance	O		\$90.00
201 Monterey Avenue Suite H	Landmark Properties	O		\$90.00
314 Capitola Avenue	Katz & Lapides	O		\$90.00
331 Capitola Avenue #B	Michael Lavigne Real Estate	O		\$90.00
331 Capitola Avenue Suite K	Newman & Marcus,LLP	O		\$90.00
413 Capitola Avenue	Richard Emigh, Land Use	O		\$90.00
331 Capitola Avenue #D	Suess Insurance Agency	O		\$90.00
321 Capitola Avenue	Vice Salon	O		\$90.00
331 Capitola Avenue	Capitola Village Real Estate	O		\$90.00
314 Capitola Ave	Law Offices of Sam Storey	O		\$90.00
314 Capitola Avenue	John H. McSpadden	O		\$90.00
314 Capitola Avenue	Miles J. Dolinger, Attorney at Law	O		\$90.00
112 Stockton Avenue Suite B	Visions by Sheena	O		\$90.00

<u>Business Address</u>	<u>Business Name</u>	<u>TYPE</u>	<u>FY21/22 Est. Size</u>	<u>FY 21/22 Amount</u>
331 Capitola Avenue	Capitola Village Massage	O		\$90.00
207 Monterey Ave. Suite 100	Yellow Bus	O		\$90.00
107 Stockton Avenue	Dream Catch Properties	O		\$90.00
105 Stockton Avenue	All Cal Financial, Inc.	O		\$90.00
1400 Wharf Road	JFS Inc. dba Capitola Boat & Bait	R	0 - 5	\$315.00
131 Monterey Avenue	MRA Sales, dba Capitola Beach Co.	R	0 - 5	\$315.00
417 Capitola Avenue	Betsy's Summerhouse Antiques	R	0 - 5	\$315.00
217 Capitola Avenue	Big Kahuna Hawaiian Shirts	R	0 - 5	\$315.00
209 Capitola Avenue	Craft Gallery	R	0 - 5	\$315.00
207 Capitola Avenue	Craft Gallery Annex	R	0 - 5	\$315.00
114 Stockton Avenue	Euphoria Rio Mix	R	0 - 5	\$315.00
110 Capitola Avenue #2	Free to Ride	R	0 - 5	\$315.00
219 Capitola Avenue	Hot Feet	R	0 - 5	\$315.00
201 Monterey Avenue #B	Kickback	R	0 - 5	\$315.00
120 Stockton Avenue	Latta	R	0 - 5	\$315.00
202 Capitola Avenue	Nubia Swimwear	R	0 - 5	\$315.00
204 Capitola Avenue	Oceania	R	0 - 5	\$315.00
107 Capitola Avenue	Phoebe's	R	0 - 5	\$315.00
116 San Jose Avenue	Rainbow City Limit	R	0 - 5	\$315.00
216 Capitola Avenue	Slap Happy	R	0 - 5	\$315.00
214 Capitola Avenue	Super Silver	R	0 - 5	\$315.00
120 San Jose Avenue	Sweet Asylum	R	0 - 5	\$315.00
122 Capitola Avenue	Yvonne	R	0 - 5	\$315.00
115 San Jose Avenue	Southstar PM, Inc. - Parking at the Mercan- tile	R	0 - 5	\$315.00
120 Monterey Avenue	Uchiyama - Swenson - Parking at the Thea- ter	R	0 - 5	\$315.00
112 Capitola Avenue Suite 100	Lumen Gallery	R	0 - 5	\$315.00
115 Capitola Avenue	Capitola Reef	R	0 - 5	\$315.00
409 Capitola Avenue	Art Inspired	R	0 - 5	\$315.00
115 San Jose Avenue Suite L	Om Rhythms	R	0 - 5	\$315.00
112 Stockton Avenue	Sea Level T's	R	0 - 5	\$315.00
215 Capitola Avenue	Vanity by the Sea	R	0 - 5	\$315.00
117 Capitola Avenue	Xandra Swimwear	R	0 - 5	\$315.00
300 Capitola Avenue	Quality Market	R	0 - 5	\$315.00
109 Capitola Avenue	Capitola Seashells	R	0 - 5	\$315.00
208 Monterey Avenue	Jade Allen	R	0 - 5	\$315.00
126 San Jose Avenue	Pueblo Viejo Imports	R	0 - 5	\$315.00
110 Capitola Avenue	Mia Bella Boutique	R	0 - 5	\$315.00
101 Capitola Avenue	Ethos Santa Cruz	R	0 - 5	\$315.00
201 Monterey Avenue #A	Village Sea Glass	R	0 - 5	\$315.00
121 San Jose Avenue	Tony Pagliaro Photography	R	0 - 5	\$315.00
115 San Jose Avenue	Mercantile Arcade	R	0 - 5	\$315.00

<u>Business Address</u>	<u>Business Name</u>	<u>TYPE</u>	<u>FY21/22 Est. Size</u>	<u>FY 21/22 Amount</u>
115 San Jose Avenue #A	Carousel Taffy & Treats	R	0 - 5	\$315.00
118 Stockton Ave	Coastal Life	R	0 - 5	\$315.00
303 Cherry Way	Cal & Carla Cornwell	SR	1	\$135.00
305 Riverview Avenue	Capitola Pelican House	SR	1	\$135.00
1500 Wharf Road #5	Colleen Merle Lund	SR	1	\$135.00
1500 Wharf Road #14	Erline Mello	SR	1	\$135.00
318 Capitola Avenue #2	Fred & Sharon Andres	SR	1	\$135.00
215 Monterey Avenue #A	Greg & Maxine Sivaslian	SR	1	\$135.00
206 Monterey Avenue	Jay & Pamela Chesavage	SR	1	\$135.00
5005 Cliff Drive #3	Jean Ladoucour	SR	1	\$135.00
301 Cherry Way	Jeff & Kathie Gaylord	SR	1	\$135.00
327 Riverview Avenue A	Paulo Franca	SR	1	\$135.00
317 & 327 Riverview Avenue B	Steve & Linda Woodside	SR	2	\$270.00
5005 Cliff Dr #4, 314 Riverview Ave	Sue Norris	SR	2	\$270.00
1500 Wharf Road #7	Viola M Carr	SR	1	\$135.00
1500 Wharf Road #3	Watson Family Limited Partnership (Mike Newell)	SR	1	\$135.00
1500 Wharf Road #1	Bob Coe	SR	1	\$135.00
1500 Wharf Road #20	Leonard Tyson	SR	1	\$135.00
4960 Cliff Drive #2	Tim & Stacy Hopkins	SR	1	\$135.00
1500 Wharf Road #11	Jeri Chestnut	SR	1	\$135.00
225 San Jose Avenue	Michelle & Stephen Murphy	SR	1	\$135.00
318 Capitola Avenue #1	Janet Lau	SR	1	\$135.00
1500 Wharf Road #2	Albert Ribisi & Mary Scolari	SR	1	\$135.00
109 Cherry Avenue Units A & B	Bill & Julie Kenney	SR	2	\$270.00
209 Stockton Avenue A & B	Castillo Properties	SR	2	\$270.00
318 Capitola Avenue #4	Deborah Cohen	SR	1	\$135.00
206 California Avenue	Vito Mazzarino	SR	1	\$135.00
4980 Cliff Drive Unit B	Steve Pericone	SR	1	\$135.00
207 San Jose Avenue B	Surf City Rentals	SR	1	\$135.00
409 Riverview Avenue	Creekside Cottage	SR	1	\$135.00
417 Riverview Avenue	Bridget Taylor	SR	1	\$135.00
309 Cherry Avenue	Pan American Investments	SR	1	\$135.00
102 Lawn Way	Craig & Mimi French	SR	1	\$135.00
397 & 399 Riverview Avenue	Castellanos Properties - Windmill Properties	SR	2	\$270.00
402 Bluegum Avenue A & B	Autumn Troung	SR	2	\$270.00
1500 Wharf Road #9	Grandma's Nest	SR	1	\$135.00
211 Stockton Avenue #1	Bookman Rental Property	SR	1	\$135.00
112 Capitola Avenue #200	BHR Property Management	SR	1	\$135.00
119 Lawn Way	Barbara Reding	SR	1	\$135.00
208 Stockton Avenue	Eric & Lisa Andrews	SR	1	\$135.00

<u>Business Address</u>	<u>Business Name</u>	<u>TYPE</u>	<u>FY21/22 Est. Size</u>	<u>FY 21/22 Amount</u>
207 Monterey Avenue B	207 Monterey Avenue B	SR	1	\$135.00
105 Park Place	Capitola Village Deco Beach House	SR	1	\$135.00
214 California Avenue	Talbot Family	SR	1	\$135.00
1500 Wharf Road #16	Jacqui Rice Property Management	SR	1	\$135.00
318 Riverview Avenue	J & S Infinity LLC (Beg. 1/2020)	SR	1	\$135.00
105 Lawn #4	Jen Phillips	SR	1	\$135.00
4995 Cliff Drive #A & #B	Jennifer Rayborn	SR	2	\$270.00
421 Riverview Avenue	Steven D. Owens & Lois Wilco- Owen	SR	1	\$135.00
323 Riverview Avenue	John Kinstler Memorial Riverview Rentals	SR	1	\$135.00
1500 Wharf Road #22	Jody Steick	SR	1	\$135.00
114 & 116 Lawn Way	Richard Aberman	SR	2	\$270.00
4930 Cliff Dr	Leslie's Rental	SR	1	\$135.00
403 Riverview Ave	KDCI Development	SR	1	\$135.00
208 Monterey Ave #A	Fries Properties OPENING 7/1/21	SR	1	\$135.00
316 Capitola Ave B & C	Senate Properties OPENING 7/1/21	SR	2	\$270.00
4920 Cliff Dr	Christy Emrich Sanders	SR	1	\$135.00
131 Lawn Way #A	James Lin	SR	1	\$135.00
407 Riverview Ave	Michael J. Pirnik	SR	1	\$135.00
414 Riverview Ave Unit A & B	Real Estate 831	SR	2	\$270.00
1500 Wharf Rd #8		SR	1	\$135.00
4950 Cliff Dr	Beachnest Property Mgt & Vacation Rentals	SR	1	\$135.00
207 Monterey #200	Surf City Rentals	SR	1	\$135.00
5005 Cliff Dr #6	Surf City Rentals	SR	1	\$135.00
402 Riverview	Surf City Rentals	SR	1	\$135.00
310 Riverview	Cheshire Rio	SR	1	\$135.00
312 Riverview	Cheshire Rio	SR	1	\$135.00
4980 A Cliff	Beach House Rentals	SR	1	\$135.00
5005 Cliff #1	Beach House Rentals	SR	1	\$135.00



# CAPITOLA CITY COUNCIL AGENDA REPORT

**MEETING OF JUNE 10, 2021**

FROM: City Manager Department

SUBJECT: Receive Update on Pandemic Response

**RECOMMENDED ACTION:** Make the determination that all hazards related to the worldwide spread of the coronavirus (COVID-19) as detailed in Resolution No. 4168 adopted by the City Council on March 12, 2020, still exist and that there is a need to continue action.

**BACKGROUND:** In December 2019, an outbreak of a respiratory illness linked to the novel coronavirus (COVID-19) was first identified. In March 2020, the State of California, the County of Santa Cruz, and the City of Capitola each declared a state of emergency due to the virus. Also in March, the World Health Organization declared COVID-19 a pandemic.

Since March 2020, State and local health officers have issued health orders to stop the spread of COVID-19; in Santa Cruz County this included March, April, and May 2020 Shelter-In-Place orders that were more restrictive than statewide guidance. Since then, the County Health Officer has incorporated all Orders of the State Public Health Officer, which set baseline statewide restrictions on travel business activities.

Since the beginning of the pandemic more than 33 million COVID-19 cases have been reported and 596,000 people have died from the virus in the United States alone. In California, 63,345 deaths have been reported.

*Blueprint for a Safer Economy & Local Tier Status*

On August 28, 2020, the State Monitoring List was replaced by the Blueprint for a Safer Economy. In this new system, every county in California is assigned to a tier based on its rate of new COVID-19 cases and positivity. The tiers, from most restrictive to least, are: Purple-Widespread; Red- Substantial; Orange- Moderate; and Yellow- Minimal. On August 31, 2020 Santa Cruz County was placed in the Purple- Widespread tier. Originally, tier assignments were announced weekly, on Tuesdays. The table below shows where Santa Cruz County has fallen within the tier system since its implementation.

Date	Tier Assignment	Weeks in Tier
August 31, 2020	Purple Widespread Tier	Two
September 8, 2020	Red Substantial Tier	Seven
October 27, 2020	Orange Moderate Tier	Two

COVID-19 Emergency- Update 27  
June 10, 2021

November 10, 2020	Red Substantial Tier	Two
November 16, 2020	Purple Widespread Tier	Sixteen
March 10, 2021	Red Substantial Tier	Two
March 31, 2021	Orange Moderate Tier	Seven
May 19, 2021	Yellow Minimal Tier	Two+

As of June 4, four counties are in the Red-Substantial tier, 35 are in the Orange-Moderate tier, and 19 Counties are in the Yellow-Minimal Tier (Including Santa Cruz County). All Bay Area counties are in the Yellow-Minimal tier, and no counties in the state are in the most restrictive, Purple-Widespread, tier. Statewide metrics show the rate of new COVID-19 cases per day per 100k is at 2.2. and an overall 34.5% ICU availability.

*Beyond the Blueprint: State Reopening & General Public Health Recommendations*

As has been reported since April, California will move Beyond the Blueprint on June 15, which eliminates the tier system and allows for normal operations in most business sectors.

On May 21, the California Department of Public Health (CDPH) clarified that beginning June 15, all sectors listed in the current Blueprint may return to usual operations (with limited exceptions for Mega Events) based on the general public health recommendations in the chart below. Basically, all businesses are allowed to reopen and function as they did pre-pandemic, with no capacity limitations or social distancing requirements.

Regardless of the June 15 reopening, employers are subject to the Cal/OSHA COVID-19 Prevention Emergency Temporary Standards.

<b>Restrictions Applying to Indoor &amp; Outdoor Settings</b>	
Vaccine Verification/Negative Testing	Indoor Mega Event: required Outdoor Mega Event: recommended
Capacity Limitations	None
Physical Distancing	None
Masking	Subject to current CDPH Guidance for Face Coverings (attached)
Travelers	Subject to CDC recommendations and any current CDPH travel advisories

*Mega Events*

Based on the currently available information, after June 15 there will be minimal restrictions and requirements for large gatherings, called Mega Events and characterized as having crowds of 5,000+ Indoors or 10,000+ Outdoors. These restrictions are required from June 15 to October 1, 2021. The State will reassess COVID conditions in September and announce if the same, lesser, or further restrictions will be required past the October 1, 2021, date.



COVID-19 Emergency- Update 27  
June 10, 2021

**Indoor Mega Events** (conventions/conferences/expos/sporting events and concerts):

- Verification of fully vaccinated status or pre-entry negative test result is required of all attendees.
- Information will be prominently placed on all communications, including the reservation and ticketing systems, to ensure guests are aware of testing and vaccination requirements (including acceptable modes of verification).
- Attendees must follow CDPH Guidance for Face Coverings.

**Outdoor Mega Events** (music or food festivals/car shows/large endurance events and marathons/parades/sporting events and concerts):

- Verification of fully vaccinated status or pre-entry negative test result is strongly recommended for all attendees. Attendees who do not verify vaccination status should be asked to wear face coverings.
- Attendees must follow CDPH Guidance for Face Coverings.
- Information will be prominently placed on all communications, including the reservation and ticketing systems, to ensure guests are aware that the State strongly recommends that they be fully vaccinated, obtain a negative COVID-19 test prior to attending the event, or wear a face covering.
- Venues are required to make available masks for all attendees.

*Local Case Numbers and Statistics*

As of June 4, there are 16,182 known COVID-19 cases in Santa Cruz County; of these, 459 are in the City of Capitola. In our County, there have been 206 deaths due to COVID-19.

In Santa Cruz County, the rate of new cases per day per 100k is at 1.5 with an adjusted case rate for tier assignment of 1.0. There is an overall positivity rate of 0.6%. This data shows a slight increase from two weeks ago.

*Vaccine/Testing Status*

According to state data recorded on June 3, more than 37 million COVID-19 vaccine doses have been administered in the State of California. 52% of Californians over the age of 12 are fully vaccinated and 12.6% are partially vaccinated. There is an average vaccination rate of about 126,408 doses per day, down from 255,843 two weeks ago. All Californians aged 12 and older are eligible for a vaccination. As of June 3, Santa Cruz County had administered 312,212 doses of the vaccine.

The City continues to offer voluntary onsite COVID-19 rapid-testing clinic to all employees and insured household members, through the private company Virtual Hearing Solutions.

**DISCUSSION:** Due to the City, County, and State's emergency declarations, City departments continue to implement strategies to protect the community and employees while maintaining essential levels of service to the public.

*Reopening After June 15*

City Hall has been open to the public since June 2020 in one configuration or another, dependent upon applicable health guidance and local COVID-19 case levels. As the state

COVID-19 Emergency- Update 27  
June 10, 2021

reopens on June 15, staff will monitor available guidelines and implement all necessary precautions based upon the Cal/OSHA guidance upon its release.

At the June 24 City Council meeting, staff will present a tentative summer event/festival plan for Council review.

Staff intends to prepare for in-person or hybrid City Council meetings in August. This transition to in-person meetings is consistent with tentative plans at other cities in the region.

If major changes occur between the date of agenda publication and the City Council meeting, further updates on the regional and local coronavirus response will be provided in a verbal report at the meeting.


FISCAL IMPACT: Fiscal impacts from the pandemic have been accounted for in the updated FY 20/21 Budget. Those impacts are being reviewed on a quarterly basis by the City Council. In addition, the City Council has set aside \$600,000 to help ensure the City has available resources should the pandemic result in further unforeseen impacts.

ATTACHMENTS:

1. CDPH Guidance for Face Coverings\_May2021

Report Prepared By: Chloe Woodmansee  
City Clerk

**Reviewed and Forwarded by:**



Jamie Goldstein, City Manager

6/4/2021



State of California—Health and Human  
Services Agency  
**California Department of  
Public Health**



May 3, 2021

**TO:** All Californians

**SUBJECT:** Guidance for the Use of Face Coverings

**Related Materials:** [Face Coverings Fact sheet \(PDF\)](#) | [Face Mask Tips and Resources](#) | [Face Shields Q&A \(PDF\)](#) | [All Guidance](#) | [More Languages](#)

## Background

The risk for COVID-19 exposure and infection will continue to remain until we reach community immunity from vaccinations. Since the start of the pandemic, we have learned a lot about COVID-19 transmission: a large proportion of people who are infected do not have symptoms (asymptomatic or pre-symptomatic) but play an important part in community spread, and the virus is transmitted through the air and concentrates indoors. The use of face coverings by everyone can limit the release of infected droplets when talking, coughing, sneezing, singing, exercising, shouting, or other forms of increased respiration, and reinforce physical distancing by signaling the need to remain apart. A well-fitting face covering can also provide the wearer some protection from COVID-19.

The purpose of this guidance is to provide information about when face coverings are required for members of the general public. It does not substitute for existing guidance about physical distancing and hand hygiene. In the workplace, employers subject to the Cal/OSHA COVID-19 Emergency Temporary Standards (ETS), must ensure that all workers are provided and properly wear face coverings as required by the ETS.

For more information on face mask types, fit, and filtration, refer to the CDPH Face Mask Tips and Resources.

## Guidance

1. For **fully vaccinated** persons, face coverings are not required outdoors except when attending crowded outdoor events, such as live performances, parades, fairs, festivals, sports events, or other similar settings.
2. For **unvaccinated** persons, face coverings are **required** outdoors *any time physical distancing cannot be maintained*, including when attending crowded outdoor events, such as live performances, parades, fairs, festivals, sports events, or other similar settings.
3. In indoor settings outside of one's home, including public transportation, face coverings continue to be **required** regardless of vaccination status, except as outlined below.
4. As defined in the CDPH Fully Vaccinated Persons Guidance, fully vaccinated people can\*:

- Visit, without wearing masks or physical distancing, with other fully vaccinated people in indoor or outdoor settings; and
- Visit, without wearing masks or physical distancing, with unvaccinated people (including children) from a single household who are at low risk for severe COVID-19 disease in indoor and outdoor settings

5. Exemptions:

- The following specific **settings** are exempt from face covering requirements:
  - Persons in a car alone or solely with members of their own household,
  - Persons who are working alone in a closed office or room,
  - Persons who are obtaining a medical or cosmetic service involving the nose or face for which temporary removal of the face covering is necessary to perform the service,
  - Workers who wear respiratory protection, or
  - Persons who are specifically exempted from wearing face coverings by other CDPH guidance.
- The following **individuals** are exempt from wearing face coverings at all times:
  - Persons younger than two years old. Very young children must not wear a face covering because of the risk of suffocation.
  - Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.\*
  - Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
  - Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

\*Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

Originally published on November 16, 2020

California Department of Public Health  
 PO Box, 997377, MS 0500, Sacramento, CA 95899-7377  
 Department Website (cdph.ca.gov)





## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: City Manager Department

SUBJECT: Housing for a Healthy Santa Cruz Three-Year Plan Presentation

**RECOMMENDED ACTION:** Receive presentation from Santa Cruz County Human Services Department staff and adopt the final version of the *Housing for a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County*.

**BACKGROUND/DISCUSSION:** In 2019, California had the fourth highest rate of homelessness per 10,000 residents in the United States. Within California, Santa Cruz County has one of the highest rates of homelessness at 79.3 per 10,000 residents. The most recent annual countywide point-in-time count of persons experiencing homelessness, conducted in January 2019, found 1,440 distinct households and 2,167 people experiencing homelessness on a single night. About three-fourths of those households were housed within the County prior to becoming homeless.

To address this social crisis, Santa Cruz County agencies and municipalities within it are working together to establish a framework that provides access to long-term stable housing for those living unsheltered in our region. A draft version of *Housing For a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County* was presented to the Board of Supervisors on November 10, 2020 and to Capitola City Council on November 12, 2020. After further community outreach and presentations to other jurisdictions in Santa Cruz County, the final version of the framework was adopted by the Santa Cruz Board of Supervisors on March 9, 2021.

Implementation of the Strategic Framework establishes a clear foundation for collaborative action to address the problem of homelessness within the County. The Framework establishes benchmarks for system capacity and performance that can be tracked and reported on over time. The Framework sets a target for a 25% point-in-time reduction in the overall population of people experiencing homelessness by January 2024. It also calls for a 50% reduction among unsheltered homeless persons within the same timeframe.

**FISCAL IMPACT:** None. If in participating with the County to implement this regional framework financial resources are identified, those specifics will be brought before Council for a determination and potential funding allocation.

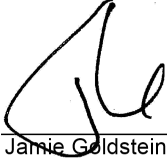
**ATTACHMENTS:**

1. 2021\_HousingForHealth-Framework

SC County Housing for Health  
June 10, 2021

Report Prepared By: Chloe Woodmansee  
City Clerk

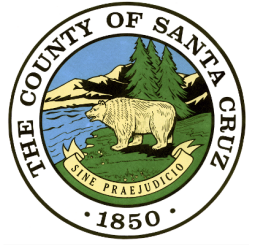
**Reviewed and Forwarded by:**



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Jamie Goldstein, City Manager

6/4/2021



# Housing for a Healthy Santa Cruz

A Strategic Framework for Addressing Homelessness in Santa Cruz County

Attachment: 2021\_HousingForHealth-Framework (SC County Housing for Health)



January 2021  
to January 2024

## Our Mission

Strong collaborative action to ensure all residents within the County have stable, safe, and healthy places to live.

## Who We Are

The Housing for Health Division was created in November 2020 within the County of Santa Cruz Human Services Department to support the implementation of this Framework by bringing together a coalition of partners and resources to prevent and end homelessness within our County.



## Overview

Homelessness severely impacts the health and quality of life of those living without homes and the entire community. The County of Santa Cruz, cities within the county, and community members recognize the need for strong collaborative action to ensure all county residents have stable, safe, and healthy places to live.

The County and its partners created the Housing for a Healthy Santa Cruz County Strategic “Framework” through a collaborative process that used the experience, knowledge and input of a broad set of community stakeholders including cities, non-profit organizations, County Departments, and people with lived experiences of homelessness. Work on it began in March 2019 with a review of current local efforts and data on homelessness, along with an evaluation and discussion of experiences in other communities.

The Framework outlines coalition action steps that can reduce unsheltered and overall homelessness countywide by January 2024. The County Human Services Department’s new Housing for Health (H4H) Division will provide leadership and the backbone administrative support for implementation of this Framework.

The Framework sets goals to reduce the number of households experiencing homelessness at a point-in-time by just over 25% between January 2019 and January 2024. It also calls for a 50% reduction in the number of households living “unsheltered” in places such as the streets, parks, cars, and unsafe structures.

<b>2019</b>	<b>307</b> Sheltered Households	<b>1,098</b> Unsheltered Households	<b>1,405</b> Total Homeless Households
<b>2024</b>	<b>485</b> Sheltered Households	<b>549</b> Unsheltered Households	<b>1,034</b> Total Homeless Households

## Background

**In 2019, California had the fourth highest rate of homelessness per 10,000 residents in the United States. Within California, Santa Cruz County has one of the highest rates of homelessness at 79.3 per 10,000 residents.**

Every day, thousands of people in Santa Cruz County live without stable shelter or a home. The most recent annual Homeless Point-in-Time Count, conducted in January 2019, found 2,167 people experiencing homelessness on a single night, representing 1,440 distinct households experiencing homelessness. Nearly three-fourths of those households experiencing homelessness were housed within the County prior to becoming homeless.



Across the country and in Santa Cruz County, homelessness disproportionately impacts particular groups of individuals including specific racial and ethnic groups, youth exiting foster care, seniors and people with disabilities, individuals with behavioral health conditions, single parent households, veterans, people with criminal backgrounds, and individuals who identify as lesbian, gay, bisexual, transgender, queer or questioning and two-spirit (LGBTQ2S).

High rates of homelessness among subgroups of extremely low-income households reflect broad historical and present day social, economic, political, and cultural forces that contribute to these disparities. Approaches to addressing homelessness must understand and address some of the forces contributing to these disparate impacts.

# What is Causing Homelessness in Our Community?



1

Housing affordability gap



2

Health issues

3

Lack of supportive connections

4

Loss of hope and sense of purpose



5

## 1 Housing Affordability Gap Housing Costs Exceed Incomes

The larger the gap between incomes and housing costs in a region the greater the risk of homelessness and housing instability in a community. This is a major factor contributing to homelessness across the United States.

The California Housing Partnership estimates over 10,000 renter households in Santa Cruz County do not have access to an affordable home. Among these households living with the lowest incomes, three out of four (75%) pay more than 50% of their income toward housing. This group is the most likely to experience housing instability, overcrowded or unsafe living conditions, and homelessness. Within this group are people living on fixed incomes such as seniors and people with disabilities, as well as, unemployed, underemployed, and employed individuals that cannot afford local housing costs.

The 2019 Santa Cruz County Point-In-Time Count of persons experiencing homelessness found 31% reported being employed at the time of the survey. Employment itself cannot prevent homelessness when wages are not high enough to cover housing costs.

This Framework calls for implementing a range of strategies that support reducing housing costs and increasing household incomes.



## 2 Health Issues Impacting Living Situations

Some health conditions impact a person's ability to manage daily living tasks essential to keeping a home. For example, a person with dementia may struggle to remember to pay their rent. Health care systems, services, and associated policies influence levels of housing instability, institutionalization, and homelessness in a given community.

## 2 Health Issues Impacting Living Situations (cont.)

This Framework calls for implementing a range of policy and program changes to address the health care needs of people at-risk of or currently experiencing homelessness. This includes connecting people to holistic services, supports, and treatment that address both their health and daily living needs.

## 3 Lack of Supportive Connections Loss or Absence of Strengthening Relationships

The absence or loss of supportive relationships can contribute to housing instability and loss, particularly in areas with large housing affordability gaps. Histories of traumatic events and relationships, in both childhood and adulthood, are prevalent at far higher rates among people experiencing homelessness compared to the general population. The 2019, Santa Cruz County Point-In-Time count of homeless persons, found:

**39%** were living with friends or relatives before becoming homeless

**10%** reported family/domestic violence as a primary event leading to their homelessness

**9%** identified a divorce, separation, or breakup as a primary cause

This Framework calls for implementing a range of strategies that help grow long-term and broadly supportive relationships for those experiencing homelessness and those at risk of homelessness.

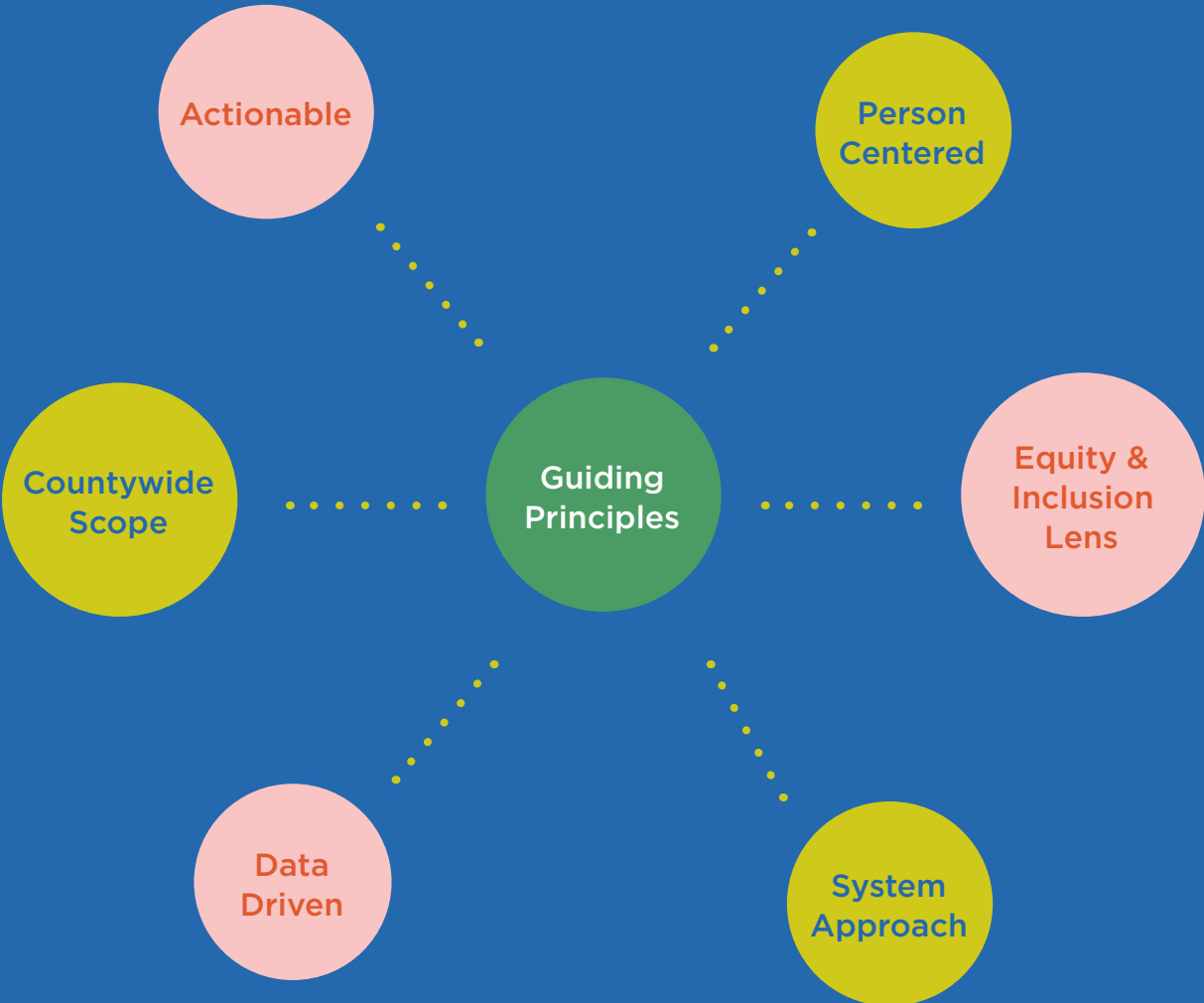
## 4 Loss of Hope and Sense of Purpose

A loss of hope and sense of purpose, at the community and individual level, can contribute to events that compromise a stable living situation and lead to prolonged episodes of homelessness. Living without a home can be a profoundly stigmatizing and isolating event.

This Framework calls for implementing a range of strategies that enhance feelings of hope and meaning among community members, people experiencing homelessness, and those working to make a difference in their lives.

# Our Vision

To align and develop the array of resources, stakeholders, and collective wisdom across the greater Santa Cruz community to promote public health and make significant impacts on the crisis of homelessness, benefiting all residents, particularly those without homes.



## Housing for a Healthy Santa Cruz


**Person  
Centered**

People experiencing homelessness are experts about their own goals, priorities, and support needs. Housing and services coordinated by the housing crisis response system must center around the self-identified needs and goals of people seeking support.


**Equity &  
Inclusion  
Lens**

Certain subgroups of people experience higher rates of homelessness. Efforts undertaken through this Framework will work to eliminate disparities in access and outcomes within the housing crisis response system.


**System  
Approach**

A coordinated system approach that streamlines access to housing and services will maximize efforts to address homelessness.


**Data  
Driven**

Decisions about programs, resources, and approaches must be informed by high quality, well-understood qualitative and quantitative data about the system and its outcomes for the people it serves, including measures of disparities and inequity.


**Countywide  
Scope**

Homelessness occurs in all parts of Santa Cruz County, whether urban, suburban, agricultural, or rural. Implementation of this Framework will address each area of the community and develop appropriate solutions to homelessness. Geographic equity must be at the center of this framework.


**Actionable**

This Framework must result in actionable steps. It must be understood, implemented, and evaluated with the resources available and with clear responsibilities and accountability. System leaders and stakeholders will regularly review progress and update plans to ensure continued progress towards meeting goals and targets.

# Our Goals

Substantially reduce the number of people experiencing homelessness.<sup>1</sup>

Number of households experiencing unsheltered homelessness will decrease by 50%

Number of households experiencing homelessness will decrease by 25%

## Core Goal #1 Improve the effectiveness of all programs in helping people secure housing

The new Housing for Health (H4H) Division and its partners will oversee a robust effort to improve the effectiveness of all programs and interventions for people experiencing homelessness. This includes shortening the time people remain unhoused or in programs prior to securing housing, increasing the rate at which people find housing, and decreasing the number of people that become homeless. Interim benchmarks for these focus areas have been established for each year and progress will be regularly assessed. Adjustments will be made as needed to maximize results. By the end of 2023, the following system performance measurement improvements will be achieved:

Measure	Emergency Shelter		Transitional Housing		Rapid Rehousing*		Permanent Supportive Housing**	
	FROM	TO	FROM	TO	FROM	TO	FROM	TO
Reduce Length of Stay (in days)	76	60	413	250	281	180	N/A	
Increase Rehousing Rate	21%	40%	66%	80%	62%	85%	N/A	

<sup>1</sup> Goals are based on the Focus Strategies Santa Cruz County Predictive Modeling Summary Report 10.23.2020.



**\*Rapid Rehousing**

Providing services and time-limited rental support to assist a homeless individual or family to move as quickly as possible into permanent housing and achieve stability in housing.

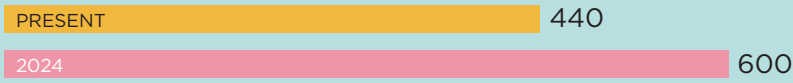
**\*\*Permanent Supportive Housing**

Combines permanent affordable housing with ongoing integrated health and human services for people with disabilities, including people with long histories of homelessness.

**Core Goal #2  
Expand capacity within the homelessness response system**

Improvements in performance alone will not result in significant reductions in homelessness. During the three-year period of this Framework, community leadership, funders, and key stakeholders will work collaboratively to implement targeted expansions in resources and permanent housing pathways.

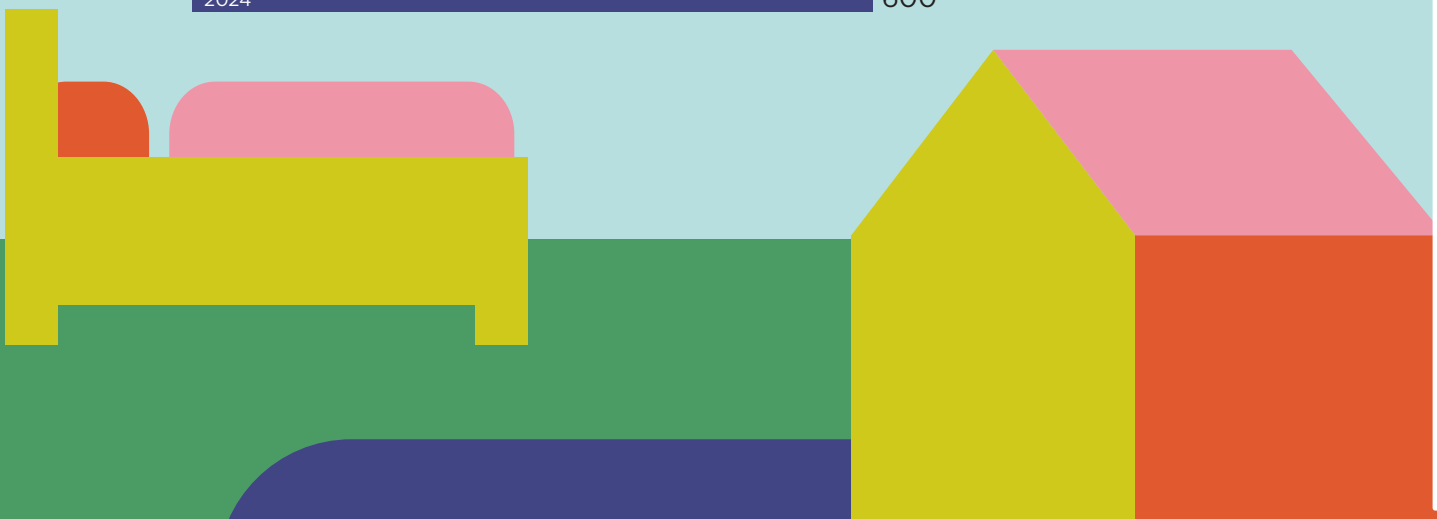
**Temporary Housing Beds**



**Rapid Rehousing Slots**



**Permanent Supportive Housing Slots**



# Strategies and Key Objectives

The Framework promotes aligned and coordinated efforts among housing crisis response system stakeholders. Individual programs or initiatives may yield results with a specific subpopulation or group but making progress on the overall size of the homeless population requires a systematic approach.

Housing for a Healthy Santa Cruz County sets out four high-level strategic areas and numerous specific objectives to transform current efforts to address homelessness. The objectives listed below will span over multiple six-month action plan cycles.

## How Change Will Happen

1

### Build a Coalition

Develop a strong and informed action-oriented partnership with leaders and stakeholders within the community.

2

### Prevent Homelessness

Use targeted prevention and early intervention housing problem solving to help people and families keep or return to housing as quickly as possible.

3

### Increase Connections

Expand and improve “Front Door” programs and services including outreach, temporary housing and supportive services.

4

### Expand Permanent Housing

Increase permanent housing and income growth resources and opportunities to become housed.

# 1 Build a Coalition

## What We Are Doing

Design, launch, and operate a new regional coalition, anchored by a leadership and accountability structure.

Authentically and meaningfully involve people with lived experience of homelessness in system design and oversight.

Establish the Housing for Health (H4H) division within the Human Services Department and provide enough resources to support implementation (including six-month work plans), ongoing data and evaluation, community education, information sharing, and administrative support of the new regional coalition.

Develop and maintain commitment to become fully data-informed at all levels of the housing crisis response system.

Develop collaborative work teams to achieve previously established goals of “functional zero” homelessness among families and veterans.



## 2 Prevent Homelessness

### What We Are Doing

Implement Housing Problem Solving systemwide by integrating this practice into the countywide Smart Path-Coordinated Entry process, which streamlines access to housing assistance and services.

Coordinate with other local entities to provide targeted prevention assistance; prioritize prevention assistance for those at most severe risk of homelessness.

## 3 Increase Connections

### What We Are Doing

Continue to ensure shelters are safe and supportive environments that protect the health of their residents.

Reduce eligibility barriers to shelters, particularly for people with disabling conditions and/or those with a history of not participating in the existing shelter system.

Ensure shelter residents are provided care management, housing navigation and financial supports that help them secure housing, making shelter stays a brief stop on the pathway to housing. Include rapid housing problem-solving practices in all shelters.

Develop capacity for health- and housing-focused street outreach to connect all people experiencing unsheltered homelessness with crisis support services, while helping them develop a health and housing plan and secure permanent housing.

## 3 Increase Connections

### What We Are Doing (cont.)

Expand and improve health and human service care management and housing navigation programs for people at-risk of or currently experiencing homelessness.

Work together with city jurisdictions and other County departments to identify and implement best practices for collaborative responses to unmanaged homeless encampments and community health and safety issues that arise from people living without shelter in public places.

## 4 Expand Permanent Housing

### What We Are Doing

Work with local jurisdictions to reach a countywide Regional Housing Needs Allocation (RHNA) goal of at least 734 new housing units affordable to people with very low incomes by December 2023.

Develop or purchase housing units specifically targeted to people experiencing homelessness.

Expand and improve the effectiveness of rapid rehousing rental assistance programs to quickly return people to housing.

Develop and execute an engagement strategy for property owner/manager recruitment.

Implement changes to the local Coordinated Entry system to support faster access to housing assistance and services and better housing outcomes.

# Acknowledgments

## Community Stakeholders

The Homeless Action Partnership, City of Santa Cruz Community Advisory Committee on Homelessness and all the many individuals and organizations that contributed to the development of this Framework.

All persons with lived experience of homelessness, especially those who responded to surveys and participated in focus groups as part of the system assessment and redesign work.

## Project Advisory Group

Emily Balli, Deputy Director, Human Services Department, County of Santa Cruz

Mary Beeson, Lived Experience Group

Joey Crottogini, Health Services Manager, County of Santa Cruz

Tony Gardner, Continuum of Care Consultant

Leslie Goodfriend, Senior Health Services Manager, County of Santa Cruz

Gine Johnson, Aide to Supervisor Bruce McPherson, County of Santa Cruz

Phil Kramer, Executive Director, Housing Matters

Don Lane, Principal, Smart Solutions to Homelessness

Bill Maxfield, Principal, Miller Maxfield

Brooke Newman, Stabilizing Shelters & COVID-19 Shelter Referral System

Lead, County of Santa Cruz

Susie O'Hara, Assistant to the City Manager, City of Santa Cruz

Marcus Pimentel, Assistant Director, Health Services Agency, County of Santa Cruz

Bob Russell, Chief Executive Officer, Community Technology Alliance

Jessica Scheiner, Senior Human Services Department Analyst, County of Santa Cruz

Tamara Vides, Deputy City Manager, City of Watsonville

Melisa Vierra, Executive Director, Families in Transition

Nicole Young, Principal, Optimal Solutions Consulting

## Project Funders

City of Capitola

City of Santa Cruz

City of Scotts Valley

City of Watsonville

Health Services Agency, County of Santa Cruz

Human Services Department, County of Santa Cruz

Planning Department, County of Santa Cruz

## Project Management

Tatiana Brennan, Senior Departmental Administrative Analyst, County of Santa Cruz  
Rayne Perez, Homeless Services Coordinator, County of Santa Cruz

## Project Sponsors

Elissa Benson, Assistant County Administrative Officer, County of Santa Cruz  
Mimi Hall, Health Services Agency Director, County of Santa Cruz  
Randy Morris, Human Services Department Director, County of Santa Cruz

## Focus Strategies

Tracy Bennett  
Kate Bristol  
Katharine Gale

Linda Ly  
Genevieve Williamson

**Housing for a Healthy Santa Cruz County calls for the entire community to join in being part of the solution to homelessness.**

No single individual, organization, city, or County Department can do this alone. This strategic Framework is one that all stakeholders can use to align, coordinate, and collaborate to accomplish the shared goal of helping unhoused residents in Santa Cruz County secure housing. In a community with a severely limited affordable housing supply and homelessness at a crisis level, it is necessary to invest in and support practices that help the most people get and keep permanent housing. By involving those with histories of homelessness and housing instability in our efforts, setting measurable goals, working collaboratively across sectors on proven strategies, using data to assess progress, and continually improving and refining the work, Santa Cruz County can and will ensure all its residents have a healthy and safe place to call home.



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: City Manager Department  
SUBJECT: Rispin Property Park Project Naming

**RECOMMENDED ACTION:** Provide direction on the naming of the in-progress park located on the Rispin Mansion property.

**BACKGROUND:** As part of the planning process for the park project at the Rispin Mansion property, City staff held a public workshop on November 16, 2020. At this meeting, a Capitola resident raised the question about naming the park after Henry Allen Rispin. The resident mentioned that the deed to her property's parcel contained racial covenants that prohibited those of any race other than Caucasian from purchasing the property. The resident suggested the City should not name the park after Henry Rispin, as her parcel containing the racial covenant was believed to have been originally established during the time Henry Allen Rispin owned and developed much of Capitola.

At a hearing on February 11, 2021, the City Council directed staff to research the issue and return to Council with historical information about Henry Rispin. Capitola Historical Museum Curator Frank Perry researched the history of racial covenants in California and Capitola specifically during the time Henry Rispin was subdividing property in Capitola. Mr. Perry's findings are included in the attached report.

The practice of racist covenants in deeds was common in the first half of the 20<sup>th</sup> century in the United States, California, and Santa Cruz County. The practice was not deemed unconstitutional by the United States Supreme Court until 1948. In 1963, the California Fair Housing Act was passed which stated that landlords could not deny people housing because of ethnicity, religion, or national origin. Further information on housing and race in the San Francisco Bay Area can be found at <https://belonging.berkeley.edu/rootsraceplace>

In 1964, the voters in California passed Proposition 14 with 65% vote to nullify the 1963 Fair Housing Act. Proposition 14 stated, in part, that "neither the State nor any subdivision or agency thereof shall deny, limit or abridge, directly or indirectly, the right of any person, who is willing or desires to sell, lease or rent any part or all of his real property, to decline to sell, lease or rent such property to such person or persons as he, in his absolute discretion, chooses." Both the California and United States Supreme Courts later found that the Proposition violated the equal protection clause.

**DISCUSSION:** The research and report provided by Mr. Perry includes information from documents he found on both Henry Allen Rispin and the development of Capitola while Henry Allen Rispin owned it beginning in 1919.

Staff also researched the racial covenant on property abutting Clares Street that a member of



Park Project Naming  
June 10, 2021

the public originally suggested was added to their property by Mr. Rispin. Based on staff's research, Mr. Rispin did not own property on Clares Street, and racial covenants in that neighborhood were likely put in place by others. However, Mr. Perry was able to confirm that racial covenants existed in deeds in Capitola on other properties that Henry Allen Rispin owned when he developed Capitola. Mr. Perry did not find any documents that included Henry Allen Rispin's direct opinions about race.

In addition to the property deeds, an auction brochure from 1929 included language that made the property auction for "whites only," echoing the language from the deed restrictions on the property that was to be auctioned.

As a result of his research, Mr. Perry concluded that there are three possibilities with regards to the racial clauses in the deeds.

- (1) Rispin put the language in the deed,
- (2) A lending institution required that language and that Rispin agreed with it, or
- (3) A lending institution required that language and that Rispin disagreed with it (but ultimately signed the deed).

Mr. Perry does not know which of these three is correct. However, he believes it is very likely that Henry Rispin was aware of the language.

The Rispin Mansion was listed as a district on the National Register of Historic Places on March 14, 1991. This district is 6.5 acres and includes the mansion and the surrounding gardens/park. According to the National Register, the Rispin Mansion is considered locally historic because of the association with Henry Allen Rispin. The listing of a property in the National Register places no restrictions on the naming of the park.

The Rispin Mansion name has been part of the community lexicon for many years, however the City has never selected a name for the planned park. The City Council has the authority to name the park whatever it chooses.

Staff has identified a few options the City Council could take:

- City Council does not need to officially name the park. Many City parks do not have official names given by City Council and are known by their location, for example: Jade St. Park, Monterey Park, and Soquel Creek Park. There is not an urgency or technical need to name the park, however the public will attach a name to the park, even if unofficial.
- Name the park after Henry Allen Rispin.
- Give the park a different name such as Clares Park (after the street name and the order of nuns who occupied the mansion for 17 years), Wharf Road Park, Mansion Park, or other options suggested by Council.
- Allow the public or youth to participate in the naming. New Brighton Middle School was named by students in 1983.

FISCAL IMPACT: There is no anticipated fiscal cost.

ATTACHMENTS:

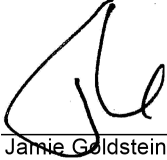
1. Rispin Report

Report Prepared By: Larry Laurent

Park Project Naming  
June 10, 2021

Assistant to the City Manager

**Reviewed and Forwarded by:**



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Jamie Goldstein, City Manager

6/4/2021



To: Larry Laurent, Assistant to the City Manager  
 From: Frank Perry, Museum Curator  
 Subject: Racial attitudes of Henry Allen Rispin  
 Date: May 19, 2021

### **Definition of a Racist.**

A person who shows or feels discrimination or prejudice against people of other races, or who believes that a particular race is superior to another.

### **Background.**

H. A. Rispin (1871-1947) bought much of Capitola in 1919 as a real estate investment. His plan was to remodel the village area and subdivide the larger parcels around Capitola (including Monterey Bay Heights) for housing developments. He mortgaged Capitola to finance his development plans, but his plans proved overambitious. He mortgaged Capitola and lost it at the end of the decade when he could not make the payments and the lending institution foreclosed on him.

To try to determine Mr. Rispin's attitude about race, a variety of sources were examined.

### **Newspaper articles on Rispin.**

Between 200 and 300 articles were examined that mention Rispin. These were on a variety of subjects ranging from his theater management days in Ontario, to his oil and mining businesses, to his purchase and development of lands in Capitola. In a few cases, Rispin is quoted. The articles date from the 1890s until his death in 1947. No articles were found that contain any racist statements attributed to Mr. Rispin or racist quotes by Rispin. No articles were found in which he was described as guilty of any illegal activity. No articles were found in which he was described as belonging to any racist organizations. No evidence was found of him endorsing any racist candidates for public office. Although he seems to have shunned politics, he did offer his mansion to President Calvin Coolidge as a vacation home. Coolidge declined.

### **Articles of Incorporation.**

Rispin established (with other investors) two stock companies to develop Capitola: The Capitola Company and the Bay Head Land Company. While each corporation had several stockholders, Rispin was president and seemed to be the spokesperson for the companies based on newspaper accounts. No racist language



was found in the articles of incorporation for either company. On page 1 of the incorporation papers for the Bay Head Land Company, it says, “To carry on any general or specialized business, trade, franchise or occupation which may, can or might be lawfully conducted by a private corporation or a natural person.” The last two words are a legal term. “A natural person is a person that is an individual human being, as opposed to a legal person, which may be a private or public organization,” according to Wikipedia.

### **Auctions.**

On two occasions, large auctions were held in Capitola in order to more quickly sell home sites and other properties. The 1924 auction was conducted by the Heber Harter company, nationally known auctioneers with offices in Los Angeles, Chicago, and New York. On the auction block were lots, furnished cottages, bungalows, a tent colony, an apartment house, and a business block. It was advertised widely, and there was a drawing for various prizes to help boost attendance. No racist language was found in material relating to the 1924 auction.

In 1929 the Frank Meline company of Los Angeles was hired to auction off more Capitola properties. Once again, there were prizes for those who attended. According to the auction brochure, “Every white adult on the grounds at the beginning, and during each Auction session, will be entitled to participate in the distribution of the numerous and valuable gifts.” It would seem that Rispin would have been aware of and approved this wording, though there is no way to prove that. It is possible that this language was required by lending institutions as discussed below under deeds. Meline was a real estate developer who had a hand in many developments around Los Angeles in the early 1900s, including Bel Air.

### **Correspondence**

Only one piece of correspondence by H. A. Rispin was located. This is dated August 23, 1923 and concerns trading Capitola for an oil well. It does not contain any racist remarks.

### **Deeds.**

There have been several reports of “whites only” clauses in local deeds from the 1920s. An example obtained for this investigation is for property on Riverview and is dated July 1926. On page 2 it says: “. . . said real property, or any portion thereof, shall not be sold, transferred, leased, rented or mortgaged to any person or persons other



than of the Caucasian race, and no person or persons other than of the Caucasian race shall occupy or use or be permitted to occupy or use said property or any portion thereof, except as the servant of the occupant thereof; and that the sale, or delivery incidental to sale, of vinous malt or spiritous liquors shall not be made upon said property or any portion thereof. . . ." The latter wording was no doubt due to the fact that this was during Prohibition.

The deed is from the Bay Head Land Company—H. Allen Rispin, President, Thos. W. Mellon, Asst. Secretary. Rispin is named at the bottom of the page, about 3 inches below the above quote. As a business person, he must have been well aware of the language in the deed.

Racially restrictive covenants were common in California housing developments and legal through much of the state's history. The following information is from *Roots, Race, and Place: A History of Racially Exclusionary Housing in the San Francisco Bay Area*, 2019: "Throughout the late-nineteenth and mid-twentieth centuries, white property owners and subdivision developers wrote clauses into their property deeds forbidding the resale and sometimes rental of such property to non-whites, particularly African Americans. This approach was endorsed by the federal government and the real estate industry at least through the 1940s, and in many cases was required by banks and other lending institutions." \*

There would seem to be three possibilities: (1) that Rispin put the language in the deed, (2) that a lending institution required that language and that Rispin agreed with it, or (3) that a lending institution required that language and that Rispin disagreed with it (but had no choice in the matter). It is not known which of these three is correct.

\*Moore, Eli, Nicole Montojo, and Nicole Mauri. "Roots, Race, and Place: A History of Racially Exclusionary Housing in the San Francisco Bay Area." Haas Institute for a Fair and Inclusive Society, University of California, Berkeley. October 2019, p. 35.  
[https://escholarship.org/content/qt2j08r197/qt2j08r197\\_noSplash\\_eecbec55456f21df8cb302a7b292855a.pdf?t=qc30qt](https://escholarship.org/content/qt2j08r197/qt2j08r197_noSplash_eecbec55456f21df8cb302a7b292855a.pdf?t=qc30qt)



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: Public Works Department

SUBJECT: Pavement Management Plan 2021

### RECOMMENDED ACTION:

1. Approve the road resurfacing projects as recommended in the staff report;
2. Approve a slurry seal project for the streets north of Capitola Road;
3. Issue a Request for Qualifications for a consulting engineer to assist staff with the development of a 5-year plan for pavement management, pavement restoration planning, and the production of plans and specifications.

**BACKGROUND:** In 2020 the City Council directed Public Works to research costs and develop a plan to repave a number of streets within the City limits. In the intervening time, Public Works staff has worked with a representative of a local paving construction company to determine the most cost-effective pavement treatment for each street.

The following table lists the streets analyzed, the suggested resurfacing treatment, and total project costs:

Street	Limits	Treatment	Paving cost	Project cost
41 <sup>st</sup> Avenue	Hwy 1 – Clares St	Recycle asphalt, 2 ½ inch overlay	\$790,000	\$870,000
41 <sup>st</sup> Avenue	Clares St – Capitola Rd	2 ½ inch overlay	\$623,000	\$684,000
42 <sup>nd</sup> Avenue	Capitola Rd – Jade Street	Rubber Cape Seal	\$87,800	\$97,000
Bay Avenue	Hwy 1 - Capitola Ave	Slurry seal with digouts	\$120,000	\$132,000
Bay Avenue	Capitola Ave – Monterey	Rubber Cape Seal	\$90,500	\$100,000
Capitola Avenue	Bay Ave – Stockton	Slurry seal with digouts	\$133,000	\$146,000
Clares Street	Wharf Rd – 41 <sup>st</sup> Ave	Recycle asphalt, 2 inch overlay	\$513,000	\$570,000
Diamond Street	42 <sup>nd</sup> Ave – 45 <sup>th</sup> Ave	Rubber Cape Seal	\$145,000	\$160,000

Pavement Management  
June 10, 2021

Ruby Court	Jade St – end	Rubber Cape Seal	\$36,560	\$41,000
<b>TOTAL</b>				<b>\$2,800,000</b>

Staff also reviewed options for pavement restoration on Fanmar Way. Earlier plans for this street included drainage improvements and some repairs to the intersection at Terrace Way. The costs of this project were more than \$1 million. Staff reviewed Fanmar Way with the paving contractor and the cost to only repair the existing asphalt and apply a rubberized cape seal would be \$90,000.

**DISCUSSION:** The current available funding for pavement management includes two years of Senate Bill 1 (SB 1) and Regional Transportation Commission (RTC) Measure D funds and a Regional Transportation Improvement Program (RTIP) allocation, given to the city based on population.

SB 1 RMRA funds	\$ 386,802
RTC Measure D	\$ 500,000
RTIP	\$ 505,264
<b>Total</b>	<b>\$1,392,066</b>

In addition to the street repairs listed above, the City should consider slurry seal projects on streets currently in good condition to prolong their life. Slurry seals provide a very low-cost pavement treatment that can add 10 years of life to an asphalt roadway, avoiding high-priced reconstruction costs.

Staff also recommends the City issue a Request for Qualifications for a consulting engineer to assist in the development of a 5-year pavement management schedule, selection of final paving treatments, and preparation of project plans. Staff is looking for a firm to augment staff, not manage the pavement program, and estimates the first-year cost would be \$75,000 which includes developing the 5-year plan. Staff estimates subsequent years would cost \$50,000.

For this year, staff recommends the following road resurfacing projects:

Street	Limits	Treatment	Paving cost	Project cost
42 <sup>nd</sup> Avenue	Capitola Rd – Jade Street	Rubber Cape Seal	\$87,800	\$97,000
Bay Avenue	Hwy 1 to Capitola Ave	Slurry seal with dig outs	\$120,000	\$132,000
Clares Street	Wharf Rd – 41 <sup>st</sup> Ave	Recycle asphalt, 2-inch overlay	\$513,000	\$570,000
Diamond Street	42 <sup>nd</sup> Ave – 45 <sup>th</sup> Ave	Rubber Cape Seal	\$145,000	\$160,000
Ruby Court	Jade St – end	Rubber Cape Seal	\$36,560	\$41,000
<b>TOTAL</b>				<b>\$1,000,000</b>

Should Council approve these projects there would be \$392,066 remaining in the pavement management fund to be used for the 5-year pavement management schedule development and slurry or rubber cape seal project on the streets north of Capitola Road (42<sup>nd</sup>, 43<sup>rd</sup>, 44<sup>th</sup>, 46<sup>th</sup> 47<sup>th</sup> and 48<sup>th</sup> and Grace Street).

Pavement Management  
June 10, 2021

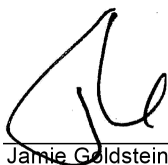
FISCAL IMPACT: Completion of these projects will exhaust the existing pavement management fund. As future funding is added, 41<sup>st</sup> Avenue, an additional section of Bay Avenue, Fanmar Way and other streets, and additional neighborhood slurry seal projects may be addressed.

ATTACHMENTS:

1. PNP Cost report (PDF)

Report Prepared By: Steve Jesberg  
Public Works Director

**Reviewed and Forwarded by:**



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Jamie Goldstein, City Manager

6/4/2021





# CITY of CAPITOLA BOARDS AND COMMISSIONS APPLICATION

Application for:

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

Name: Lawson Justin  
Last First

Residential Neighborhood: Santa Cruz, West side

Occupation: Small Business Banker, Wells Fargo Bank

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

please see attachments  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(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.

5/28/21  
Date

Justin M. Lawson  
Signature of Applicant

Email to: [cwoodmansee@ci.capitola.ca.us](mailto:cwoodmansee@ci.capitola.ca.us)

-OR- Mail/Deliver Application to:  
Capitola City Hall  
Attn: City Clerk

420 Capitola Avenue, Capitola, CA 95010

All information contained in this page of the application is public data and will be made available for public review and copying for anyone requesting it, and may be posted on the website of the City of Capitola. All information in this page will be provided to the Capitola City Council in a public forum and will be reviewed in public. It will therefore be part of the public record.

Attachment: Lawson\_application\_public\_Redacted (Appointments)

As a new member of the community I have a strong interest in serving on the Historical Museum Board. I have a passion for the history and preservation of historical landmarks and cities. I have served on several boards and committees from local American Cancer Society to Corporate Social Media and Marking of Diversity, Equity, and Inclusion Councils. For a short period of time, I served as treasurer for the Nashville Historical Society. I have helped develop and implement operating strategies for the realization of defined goals and objectives within each of Boards and committees I have served. My most impactful being the implementation of a diverse talent recruitment initiative. I partnered with local colleges and universities aiding minorities with career goals and preparation for entering the workforce. My passion for community service and engagement runs deep, and it is my goal to bring that passion to my new community of Capitola and Santa Cruz.

# JUSTIN M. LAWSON

## BRANCH MANAGER | FINANCIAL ADVISOR

*Skilled at formulating plans to streamline operations, promote diversity/inclusivity, and assure the realization of set goals.*

Goal-oriented sales professional with almost ten years of experience in providing superior banking customer service while managing branch financial portfolios for optimized performance. Track record of planning and implementing operating and capital budgets to maximize branch profitability. Aptitude for directing branch business development through prospecting, running branch campaigns, and leading financial seminars coupled with executing annual branch marketing plans. Adept at cultivating robust relationships with clients and stakeholders to address key concerns regarding financial strategies. Skilled at advising clients on insurance coverage, investment planning, and cash management, adhering to operational policies and procedures.

### CORE COMPETENCIES

- Strategic Planning
- Policy Implementation
- Operations Management
- Team Leadership
- Financial Advising
- Process Improvement
- Revenue Generation
- Training & Development

### *Professional Experience*

#### **Regions Bank, Nashville, TN • 2015 – Present**

##### **Assistant Vice President | Branch Manager (2016 - Present)**

Direct branch teams to impact new revenue generation through the identification of customer needs. Steer the provision of appropriate guidance and recommendation of innovative banking solutions. Lead the effectual resolution of customer and associate issues. Mentor branch associates, customers, and community members on best practices as well as emerging technology and digital solutions to achieve and maintain financial wellness. Foster robust partnerships with lines of business to enhance the overall customer experience.

- *Generated \$2M on average in consumer and business loans quarter over quarter.*
- *Oversaw all business transactions and practices, guaranteeing coherence with regulations, bank policies, procedures, and internal audit requirements.*
- *Chaired numerous training sessions for the development of branch associates while streamlining the recruitment and candidate selection process.*
- *Facilitated creation of a diverse talent recruitment initiative in collaboration with local colleges/universities, aiding minorities in the job search with diverse career fairs and interview prep, resulting in greater application and hiring rate of minorities in the Middle TN Market.*
- *Developed a Diversity, Equity, and Inclusion resource page within the Regions digital employee experience.*

##### **Senior Financial Consultant | Assistant Branch Manager (2015 - 2016)**

Leveraged vital resources to administer effective and consultative client conversations while providing financial solutions to realize client needs. Collaborated with business partners to increase business growth opportunities. Achieved numerous awards to exceed set quarterly goals. Delivered an excellent client service experience by cultivating new and existing client relationships. Coached new hires, addressing all customer issues.

- *Managed all client segments serviced through retail banking complying with internal controls, operations, procedures, and risk management policies.*
- *Facilitated the oversight of branch operations while providing guidance, direction, and coaching to branch teammates.*

## SunTrust Bank, Lavergne, TN • 2014 - 2015

### Personal Banker

Assured an excellent client service experience by aiding various aspects of the client relationship development process. Utilized resources to conduct consultative client conversations. Ensured the seamless flow of day-to-day operations in adherence to corporate policies and procedures.

- Executed financial solutions, determining additional business growth opportunities and exceeding sales goals.

## Regions Bank, Eagleville, TN • 2012 - 2014

### Assistant Branch Service Leader

Balanced cash items, teller over/short report, traveler's checks, savings bonds, and other negotiable items. Identified potential customer needs and spearheaded the sales process to generate sales of banking services. Adhered to disclosure requirements, regulations, and consumer privacy policies. Aided sales processes through referrals, conducting observations and coaching teller staff.

- Supported the administration of all teller related tasks, providing guidance and direction to the teller team to ensure strong service and operational performance.

### Additional Experience

Dillard's – Department Store • Sales Associate  
Shaw Industries • Inside Sales Rep, West Coast Division

### Education & Professional Development

Nashville State Community College • Bachelor of Arts in Business Management (In progress)

### Additional Information

**Volunteer Experience:** Social Media and Marketing Chair - Region's Bank Diversity, Equity, and Inclusion Committee | Big Brothers Big Sisters | Relay for Life of Rutherford County | Junior Achievement

**Technical Proficiencies:** Word | Excel | One note | PowerPoint | Mainframe | Workday | Outlook | Teams | Skype

**Licenses & Certifications:** Credit Life and Disability Insurance License | Graduate of Regions B3 Program | NMLS

**Achievements & Awards:** Regions Create the Possible Award | Financial Seminar Presenter | Teamwork Award Winner (4x) | Suspicious Activity Reporting Award (5x)

**Clifton Strengths – Top Five:** Restorative | Ideation | Developer | Individualization | Responsibility



## CAPITOLA CITY COUNCIL AGENDA REPORT

MEETING OF JUNE 10, 2021

FROM: City Manager Department

SUBJECT: Planning Commission Action Minutes

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RECOMMENDED ACTION: Receive minutes.

DISCUSSION: Attached for Council review are the action minutes of the May 6, 2021, Planning Commission regular meeting.

ATTACHMENTS:

1. PC 05.06.21 Action Minutes

Report Prepared By: Edna Basa  
Deputy City Clerk

**Reviewed and Forwarded by:**

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

Jamie Goldstein, City Manager

6/4/2021

Street	Limits (Streetsaver PMP Section ID)	Treatment recommendation	length (ft)	width (ft)	Area (ft^2)	Total SF	Unit Pricing	Totals	Add 10% for utilities and Misc	Final Budget Total
<b>41st Avenue</b>	<b>Highway 1 to Capitola Road</b>				<b>241260</b>					
	Gross Rd - Hwy1 (700)	CIR/conform grind/2"overlay	500	61	30500	121540	\$ 6.50	\$ 790,010.00	\$ 79,001.00	\$ 869,011.00
	Gross to Clares-NB (690)	CIR/conform grind/2"overlay	1035	46	47610					\$ -
	Gross to Clares-SB (705)	CIR/conform grind/2"overlay	1010	43	43430					\$ -
	Clares to Capitola-NB (710)	Crack Seal/conform grind/2 1/2 " overlay	1640	36	59040	119720	\$ 5.20	\$ 622,544.00	\$ 62,254.40	\$ 684,798.40
	Clares to Capitola-SB (685)	Crack Seal/conform grind/2 1/2 " overlay	1640	37	60680					\$ -
<b>42nd Avenue</b>	<b>Capitola Road to Jade Street (940)</b>	Asphalt Rubber Cape Seal	1220	36	43920		\$ 2.00	\$ 87,840.00	\$ 8,784.00	\$ 96,624.00
<b>Clares Street</b>	<b>Wharf Road to 41st Avenue</b>				<b>78875</b>					\$ -
	Wharf to 42nd (840)	CIR/conform grind/2"overlay	1500	33	49500	78875	\$ 6.50	\$ 512,687.50	\$ 51,268.75	\$ 563,956.25
	42nd to 41st (835)	CIR/conform grind/2"overlay	625	47	29375					\$ -
<b>Bay Avenue</b>	<b>Highway 1 to Monterey Avenue</b>				<b>164430</b>					\$ -
	HWy1 to Center (355)	Type 2 micro	1225	66	80850		\$ 1.00	\$ 80,850.00	\$ 8,085.00	\$ 88,935.00
	Center to Cap Ave (345)	Type 2 micro	710	54	38340		\$ 1.00	\$ 38,340.00	\$ 3,834.00	\$ 42,174.00
	Cap Ave to Monterey (340)	Asphalt Rubber Cape Seal	1160	39	45240		\$ 2.00	\$ 90,480.00	\$ 9,048.00	\$ 99,528.00
<b>Capitola Avenue</b>	<b>Bay Avenue to Stockton Avenue</b>				<b>109890</b>					\$ -
	Bay Ave to California (620)	Type 2 micro/4" remove/replace in front of fire	2030	41	83230		\$ 1.60	\$ 133,168.00	\$ 13,316.80	\$ 146,484.80
	California to Monterey (615)	Type 2 micro	620	43	26660		\$ 1.00	\$ 26,660.00	\$ 2,666.00	\$ 29,326.00
<b>Diamond Street</b>	<b>42nd Avenue to 45th Avenue (945)</b>	base repairs/Asphalt Rubber Cape Seal	1340	36	48240		\$ 3.00	\$ 144,720.00	\$ 14,472.00	\$ 159,192.00
<b>Ruby Court</b>	<b>entire length (935)</b>	base repairs/Asphalt Rubber Cape Seal	440	28	12320		\$ 3.00	\$ 36,960.00	\$ 3,696.00	\$ 40,656.00
<b>Fanmar Way</b>	<b>Cap Ave to Monterey (275)</b>	leveling course/Asphalt Rubber Cape Seal	925	26	24050		\$ 3.25	\$ 78,162.50	\$ 7,816.25	\$ 85,978.75

TOTAL: \$ 2,906,664.20

Attachment: PNP Cost report (Pavement Management)