

City of Capitola Agenda

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



REVISED

**SPECIAL JOINT BUDGET STUDY SESSION
CAPITOLA CITY COUNCIL/SUCCESSOR AGENCY
TO THE FORMER REDEVELOPMENT AGENCY**

WEDNESDAY, JUNE 3, 2015

6:00 PM

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

SPECIAL JOINT BUDGET STUDY SESSION - 6:00 PM

All correspondences received prior to 5:00 p.m. on the Tuesday preceding a Capitola City Council/Successor Agency Special Joint Budget Study Session will be distributed to Council/Agency Members to review prior to the meeting. Information submitted after 5 p.m. on that Tuesday may not have time to reach Council/Agency Members, nor be read by them prior to consideration of an item.

All matters listed on the Special Joint Budget Study Session of the Capitola City Council/Successor Agency Agenda shall be considered as Public Hearings.

1. **ROLL CALL AND PLEDGE OF ALLEGIANCE**
Council Members Stephanie Harlan, Ed Bottorff, Jacques Bertrand, Michael Termini and Mayor/Chair Dennis Norton

2. **ADDITIONAL MATERIALS**

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

A. 5.A.

DETAILS:

Fiscal Year 2015-16 Council Follow Up, Finance Advisory Committee Recommendation and Communications from the Public.

SPECIAL JOINT BUDGET STUDY SESSION OF THE CAPITOLA CITY COUNCIL/SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY - Wednesday, June 3, 2015

3. PUBLIC COMMENT

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

4. CITY COUNCIL / CITY TREASURER / STAFF COMMENTS

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

5. GENERAL GOVERNMENT / PUBLIC HEARINGS

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

- A. Receive a presentation from the Finance Advisory Committee regarding the proposed 2015/2016 Fiscal Year Budget for the City of Capitola General Fund; and continued Budget Study Session on the proposed 2015/2016 Fiscal Year Budget.

RECOMMENDED ACTION:

Receive presentation and continue City Council/Successor Agency Budget deliberations, and provide direction to staff for preparation of the Budget Resolutions for adoption.

6. ADJOURNMENT

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

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

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

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

SPECIAL JOINT BUDGET STUDY SESSION OF THE CAPITOLA CITY COUNCIL/SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY - Wednesday, June 3, 2015

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

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

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Fiscal Year 2015-16 Council Follow Up

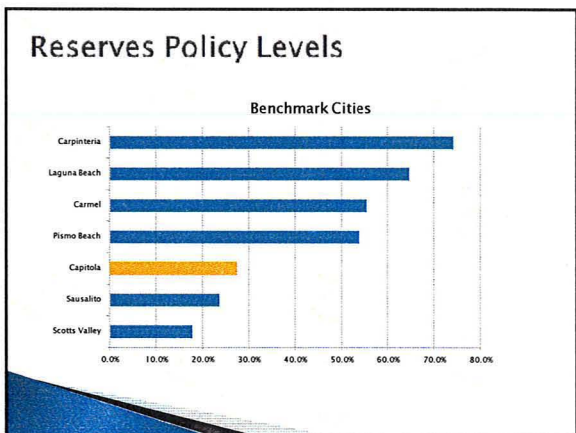
June 3, 2015

- ### Follow Up Items
1. Review Reserves Target Levels
 2. Zone 5 Budget and Projects
 3. Additional Sanctuary Trail Markers
 4. ADA items in the budget
 5. Road markers on Bowers and 41st Ave
 6. Esplanade Sidewalk Cleaning
 7. Monterey Park Bathroom
 8. Wharf Bathroom
 9. Village Drainage Study
 10. Village Garbage
 11. Emergency Preparedness
 12. Capital Project Schedule

Benchmark City Target Levels

▶ The City's unrestricted reserve levels place the City above two of the Benchmark Cities

City	GF Fund Balance (Unrestricted)	GF Expenditures	Ratio
Scotts Valley	1,507,677	8,484,401	17.8%
Sausalito	2,730,875	11,566,512	23.6%
Capitola	3,685,674	13,429,280	27.4%
Pismo Beach	8,374,467	15,555,576	53.8%
Carmel	7,259,561	13,088,739	55.5%
Laguna Beach	40,595,300	62,836,003	64.6%
Carpinteria	5,544,660	7,476,410	74.2%



- ### Zone 5 Budget and Projects
- ▶ Meeting on June 23rd, when the Board will consider the budget item.
 - ▶ Budget Proposal included as an Attachment to the Agenda Packet



ADA Items in the budget

- ▶ \$300,000 – Rispin/Peery Park Ramp Repairs
- ▶ \$75,000 – Earmarked to update the City's Transition Plan and future repairs at Rispin/Peery Park
- ▶ \$25,000 – ADA Improvement in Facilities

Road markers on Bowers and 41st Ave

- ▶ Provide adequate truck turning room
- ▶ Staff recommends replacement be considered with improvements to north side of Brommer
- ▶ Property owners have expressed long term development plans

Esplanade Sidewalk Cleaning

- ▶ Currently spend \$9,000 a year for three cleanings
- ▶ \$15,000 additional (\$24,000 total budget) for expanded cleaning program
- ▶ One year pilot program

Monterey Park Bathroom

- ▶ Estimated Costs:
 - \$250,000 – Construction
 - \$50,000 – Water Service and Design Work

Wharf Bathroom

- ▶ This Summer:
 - Public Works staff will be painting and cleaning the restrooms
 - Additional Lighting and Ventilation added

Village Drainage

- ▶ Last Year: City installed new drainage inlet and repaired the downstream pipes for \$7,500
- ▶ Next step would be Comprehensive Village Drainage Assessment
 - Analyze existing pipe sizes and outfall elevations
 - \$25,000 to \$35,000

Zelda's Garbage

- ▶ Staff met with Zelda's management to discuss the condition of the waste enclosure and sidewalk area.
- ▶ Zelda agreed to:
 - Repair trash enclosure frame and doors
 - Contract to clean and scrub sidewalks in front of enclosure and between restaurant and enclosure
 - Research ways to transport waste to not dirty the sidewalk
- ▶ At this time no projected additional City cost

Emergency Preparedness

- ▶ Police Department is conducting a complete review of City's Emergency Preparedness Plan
- ▶ Plan to conduct a table top exercise by the end of 2015

Library's 16th Anniversary Event

- ▶ Can likely be accommodated within existing budget

Capital Project Schedule

- ▶ New Projects
 - Monterey Avenue Paving
 - 42nd & Diamond Neighborhood Paving
 - Stockton Bridge Assessment
 - Bay Avenue Streetscape
 - Bay Avenue Underground Utility
 - Rispin Park
- ▶ On-Going Project
 - Clares & Wharf Traffic Calming
 - 38th Avenue Overlay
 - Park Avenue Sidewalks
 - Stockton Avenue Pedestrian Improvements
 - Roundabout Design at Capitola Avenue and Bay Avenue
 - Hill Street Pedestrian Improvements
 - ADA Improvements
 - Rosedale, Carl Lane, Alma Lane & Rosedale Circle
 - Monterey & Park Railroad Satiation Park & Pathway
 - Park Avenue Paving and Bike Lane
 - Village Sidewalk Cooperative Projects

FAC Recommendation

- ▶ General Fund Balance \$934,500
 - \$300,000 - PERS Contingency Reserve
 - \$200,000 - Capital Improvement Fund Transfer
 - \$100,000 - Facilities Fund Transfer
 - \$334,500 - Remain as General Fund Balance

Staff Recommendation- Proposed Budget Adjustments

	Proposed Budget Adjustments	Funding Source
Additional Police Officer	\$130,000	Reduced IT Transfer (\$45,000) and CSO Elimination (\$85,000)
Community Grant Corrections	\$6,340	Reduced IT Transfer
City/School Project	\$40,000	Escrow Account in CIP
Speed Signs	\$8,000	Gas Tax Fund

Fund Balance Discussion

	Amount
PERS Contingency Fund	\$300,000
Capital Improvement Fund	\$200,000
<i>Staff Recommended:</i>	
<i>Rispin Park</i>	<i>\$100,000</i>
<i>Tennis Court Reconstruction</i>	<i>\$50,000</i>
<i>Village Sidewalk Replacement</i>	<i>\$50,000</i>
<i>Possible Other Projects:</i>	
<i>Monterey Park Bathroom</i>	<i>\$300,000</i>
<i>Bike Facilities Projects</i>	<i>\$135,000</i>
<i>Pump House Area Reconstruction</i>	<i>\$150,000</i>
<i>Village Drainage Assessment</i>	<i>\$25,000-\$35,000</i>
<i>Sanctuary Trail Markers (2)</i>	<i>\$1,000-\$20,000</i>

Fund Balance Discussion

	Amount
Facilities Fund	\$100,000
General Fund Balance	\$334,500
<i>Possible Uses:</i>	
<i>Esplanade Sidewalk Cleaning Pilot Program</i>	<i>\$15,000</i>
<i>Plein-Air event</i>	<i>\$3,500</i>
<i>Information Technology Transfer</i>	<i>\$41,000</i>
<i>Transient Occupancy Tax Refund</i>	<i>\$80,000</i>

- ### Next Steps
- ▶ June 11:
 - Appropriations Limit and Investment Policy
 - ▶ June 18:
 - Council Deliberations (if needed)
 - ▶ June 25:
 - Final Adoption



**CITY OF CAPITOLA
 FINANCE ADVISORY COMMITTEE**

FROM: Finance Advisory Committee
 DATE: May 28, 2015
 SUBJECT: Fiscal Year 2014/15 General Fund Balance

With Revenue exceeding projections, and expenditure in line with the budget, the City’s General Fund projects an ending fund balance of \$934,500. The Committee reviewed the Fiscal Year 2015/16 Budget and discussed the usage of the General Fund Balance at its May 20th and 27th meetings.

Recommendation

The Finance Advisory Committee recommends the following usage of the 2014/15 General Fund Ending Balance:

- \$300,000 – PERS Contingency Reserve
- \$200,000 – Capital Improvement Plan Transfer
- \$100,000 – Facilities Reserve Transfer
- \$334,500 – Remain as General Fund Balance

Discussion

The City’s PERS unfunded actuarial liability (UAL) is a long term challenge facing the City. The recent PERS pooling changes negatively impacted the City. We must provide funding to eliminate the UA with the required payments being amortized over a 30 year period. The current UAL for the City:

Public Safety	\$7,791,704
Miscellaneous	\$7,759,492
Total (6/30/2015)	\$15,551,196

PERS implemented a five year ramp up period in payments that they project will stabilize after all the changes are fully implemented. The projected payments for 2015/16 through 2020/21:

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Safety UAL	330,519	395,101	463,262	535,156	610,946	626,817
Misc UAL	386,347	441,370	499,345	560,404	624,674	639,280
Total	716,866	836,471	962,607	1,095,560	1,235,620	1,266,097
Change		119,605	126,136	132,953	140,060	30,477

The Committee feels it is important to allocate funds to pay for future PERS increases and increase the overall City reserve levels. When reviewing an updated reserve level benchmark study the City ranked in the lower tier of neighboring and similar cities.

Item #: 2.A. 5.A. Additional Materials.pdf

The \$300,000 would cover the projected increase in the PERS UAL payments for the next two years, if needed. The Committee will continue to analyze future opportunities to reduce the UAL payments.

Capital Improvement Projects positively impact the residents of Capitola. When funds become available the Committee feels some of these should be used for Capital Improvement projects. The Committee recommends an additional \$200,000 transfer.

The City established a Facilities Reserve Fund last year to ensure the City has funds available for future facility repairs. The Committee recommends increasing the Facilities Reserve fund by \$100,000.

The Committee last recommended use of the fund balance is to keep \$334,500 for General Fund Balance. The estimated fund balance was projected before revenue is collected and could come in lower. The remaining fund balance helps ensure that the General Fund stays positive at year end. We also received a Transient Occupancy Tax refund claim that would be paid from these funds. The General Fund balance could also be carried forward into 2015/16 to fund other priorities of the Council.



ADDITIONAL MATERIAL – ITEM 5.A.

BIKE SANTA CRUZ COUNTY703 Pacific Avenue • Santa Cruz, CA 95060
(831) 425-0665 www.bikesantacruzcounty.org

June 1st, 2015

Dear Mayor Norton and Council Members,

Thank you for taking the time to meet with bicycle advocates over the past few months to discuss ways to encourage bicycling and improve the safety of people on bikes in the City of Capitola. I am writing in support of the inclusion of bike projects listed below in your 2015-2016 CIP, and to urge your consideration of installing new bike lanes on Monterey and Kennedy.

\$330K for repaving of Monterey Ave. from Washburn to Park Ave. is included in the 2015-16 CIP. This is the ideal opportunity to stripe new bike lanes, which would require parking removal on one side of the street. Bike lanes on Monterey and Kennedy would provide safe bicycle access for students traveling to New Brighton Middle School as well as to the future bike/dog park on McGregor Ave., and fill a critical gap in Capitola's bike network.

CITY OF CAPITOLA BICYCLE FACILITIES PROJECTS – FY 2015-16

PROJECT	COST
Items from the City of Capitola Bicycle Plan	
Install warning signs where bicycle bridge path exits on to Wharf Rd.	1,000.00
Install signage to distinguish between the two Peery Park bridge paths.	1,000.00
Green lanes at freeway interchanges – 41 st , Bay Porter and Park.	60,000.00
Add Sharrows on Capitola Avenue overpass bridge and Capitola Avenue.	2,000.00
Items from the Safe Routes to School Report	
Provide sharrows on Washburn Avenue	1,000.00
Specific Repairs	
Park Ave-Highway 1 - Collapsed drainage inlet	5,000.00
Brommer to 38th Ave – Road surface and bike lane	75,000.00
Annual Maintenance	
Refresh existing bike lane markings	5,000.00
TOTAL	150,000.00

Please support inclusion of the above projects in the 2015-16 CIP, and move forward with public process on installing new bike lanes on Monterey/Kennedy. Thank you for your support for a bike-friendly Capitola.

Sincerely,

Amelia Conlen, Director
Bike Santa Cruz County

Sneddon, Su (ssneddon@ci.capitola.ca.us)

From: The Martorella's [jmarto@pacbell.net]
Sent: Wednesday, June 03, 2015 3:28 PM
To: City Council
Subject: Bathrooms at Monterey Park

Hello Mayor Norton and City Council Members

I wanted to write and let you know of my utmost support for your discussion tonight surrounding bathrooms at Monterey Park.

As this is a park that is used by all members of the community for various sports, I truly believe it is imperative we have facilities for this location. For too long, this park has been allowed to have minimal offerings and having children in baseball I can tell you that the bushes along the fence line at Junipero are often utilized by those youngsters (some even not so young on occasion) when there for sporting activities. I realize this is not a surprise to any of you as this has gone on for years; but with the topic on the agenda for tonight's meeting, I wanted to give applause for looking into this feature.

Please do consider this feature being added to the Monterey Park. With summer approaching, and more uses planned at the park it would only serve to enhance the appeal of using the park for many activities and provide a much needed sanitary solution to a very long standing issue!

Thank you for your consideration.

Respectfully,
Marie Martorella

May 26, 2015

Mayor and City Council
 City of Capitola
 420 Capitola Avenue
 Capitola CA 95010

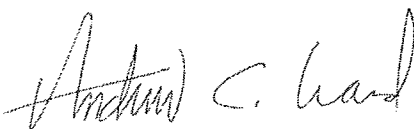
Dear Mayor Norton and Council Members,

Over the past few months you individually have graciously met with a group of us – Christie Donaldson, Amelia Conlen, Steve Piercy, Daniel Kostelec and Andy Ward - to listen to our concerns and recommendations for improving the safety and viability of bicycle transportation within the City of Capitola. Items we discussed are listed below in the table “City of Capitola Bicycle Facilities Projects – FY2015-16”. We are asking you to include this list as a separate line item in your CIP budget. Such a line item will help assure that the City of Capitola’s commitment to the construction and maintenance of bicycle facilities in the public right-of-way is implemented and accounted for annually.

CITY OF CAPITOLA BICYCLE FACILITIES PROJECTS – FY 2015-16

PROJECT	COST
Items from the City of Capitola Bicycle Plan	
Install warning signs where bicycle bridge path exits on to Wharf Rd.	1,000.00
Install signage to distinguish between the two Peery Park bridge paths.	1,000.00
Green lanes at freeway interchanges – 41 st , Bay Porter and Park.	60,000.00
Add Sharrows on Capitola Avenue overpass bridge and Capitola Avenue.	2,000.00
Items from the Safe Routes to School Report	
Provide sharrows on Washburn Avenue	1,000.00
Specific Repairs	
Park Ave-Highway 1 - Collapsed drainage inlet	5,000.00
Brommer to 38th Ave – Road surface and bike lane	75,000.00
Annual Maintenance	
Refresh existing bike lane markings	5,000.00
TOTAL	150,000.00

Thank you for your consideration and your on-going commitment to bicycling as a safe, healthy and sustainable mode of transportation within the City of Capitola.



Andy Ward
 SCCRTC Bicycle Advisory Committee
 Representative for City of Capitola



Daniel Kostelec
 SCCRTC Bicycle Advisory Committee
 Alternate for City of Capitola

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CITY COUNCIL/SUCCESSOR AGENCY TO THE FORMER RDA AGENDA REPORT

SPECIAL MEETING OF JUNE 3, 2015

FROM: CITY MANAGER / FINANCE DEPARTMENT

SUBJECT: CONTINUED BUDGET STUDY SESSION ON THE PROPOSED FISCAL YEAR 2015/2016 BUDGET FOR THE CITY OF CAPITOLA GENERAL FUND, CAPITOLA SUCCESSOR AGENCY, AND CAPITAL IMPROVEMENT PROGRAM

RECOMMENDED ACTION: Continue City Council/Successor Agency Budget deliberations and provide direction to staff for preparation of the Budget Resolutions for adoption.

DISCUSSION: On May 20, 2015, City Council was presented the Proposed Fiscal Year 2015/2016 and Planned Fiscal Year 2016/2017 Budget:

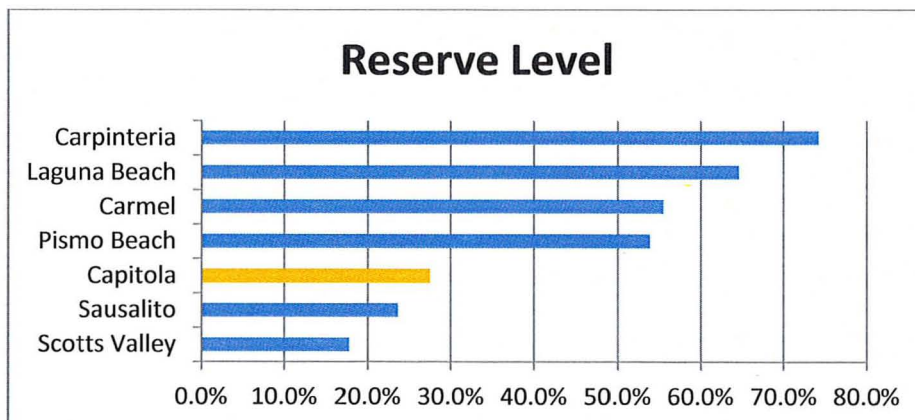
This second Budget Study Session is intended to provide responses to Council's information requests, evaluate potential budget adjustments, and receive the Finance Advisory Committee's (FAC) recommendation for the \$934,500 projected Fiscal Year 2014/15 General Fund surplus.

The following are responses to issues raised during the first Budget Study Session.

Provide and update on the City's reserve level to the Benchmark Cities

The original benchmark study, dated September 2012, showed the City's General Fund Reserve to Operating Cost ratio lower than any of the benchmark cities. Capitola's ratio in the 2012 report was 23.1%.

Since the benchmark study was completed, changes have been made to the City's reserve levels. The City increased the reserve targets for the Contingency Reserve from 10% to 15% and the Emergency Reserve from 5% to 10%. These changes, along with increases to the internal service fund levels, increased the City's reserve to operating cost ratio to 27.4% for fiscal year ending June 30, 2014. The City's reserve level increased in comparison to two of the benchmark cities. The City still falls into the lower end of reserve level and falls well below some of the other communities in the study. Comparisons to other cities, not included in the benchmark study, are included in Attachment 1.



Item #: 5.A. Staff Report.pdf

JUNE 3, 2015 AGENDA STAFF REPORT
PROPOSED FISCAL YEAR 2015/2016 BUDGET STUDY SESSION

Provide the Santa Cruz County Flood Control District – Zone 5 Budget and Projects

The proposed Zone 5 Budget is included in Attachment 2. The next Zone 5 meeting is on June 23rd, when the Board will consider adopting the proposed budget.

Additional Sanctuary Trail Markers

The Sanctuary Trail Markers have a cost ranging from \$500-\$10,000. A graphical representation and description of the Sanctuary Scenic Trail Signage program is included as Attachment 3.

List of American with Disability Act (ADA) items in the Budget

The following are ADA items included in the Proposed Budget:

1. 300,000 – Rispin/Peery Park Ramp Repairs
2. \$75,000 – Earmarked to update the City's Transition Plan and future repairs at Rispin/Peery Park
3. \$25,000 – ADA Improvement in Facilities

Provide Options for the Road Pylons at 41st and Brommer

The existing pylons are used to provide adequate truck turning room as trucks travel south on 41st Avenue. It is desired to have trucks turn at this intersection to get back to Highway 1 rather than at intersections further south. The pylons are recommended as they can be knocked down with minimal damage.

Staff recommends replacement of the pylons should be considered as part of a larger improvement project that includes the north side of Brommer Street. The overall turning radius of the intersection needs to be lengthened, which would require removal of an existing home. The property owner of the adjacent properties has expressed interest in long range plans to develop this property. It is anticipated the larger project will be contemplated in conjunction with this future private development project.

Esplanade Sidewalk Cleaning

Currently the City expends \$9,000 a year to clean sidewalks in the Village three times a year. Staff and the Council have expressed an interest in increasing the number of sidewalk cleanings. At the May 20 budget hearing Council Member Bottorff suggested the City fund a one-time pilot project next fiscal year to enhance sidewalk cleaning, and over the next year work with the BIA to develop a long term funding strategy the equitably shares costs. If the City were to implement a pilot program in FY 15/16 to demonstrate the effectiveness of the expanded cleaning program it would cost less than \$15,000.

Monterey Park Bathroom

A bathroom at Monterey Park would cost approximately \$300,000. This is composed of \$250,000 for the construction of the bathroom and an additional \$50,000 for water service and design.

Wharf Bathroom

Total reconstruction of the restrooms will entail closure of the restrooms during construction. For this summer, Public Works staff will be painting and cleaning the restrooms. Additional lighting and ventilation will be added if possible without major impacts to the facilities.

JUNE 3, 2015 AGENDA STAFF REPORT
PROPOSED FISCAL YEAR 2015/2016 BUDGET STUDY SESSION

Village Draining

Over the last year the City has installed a new drainage inlet and repaired the downstream pipes at a cost of approximately \$7,500. At this point the readily identifiable improvements have been completed. However we still experience drainage problems in the Village during moderate to heavy storm events at Capitola Avenue and California Street, Lawn Way and Monterey Avenue. Before attempting other projects to fix the issue staff recommends completing a drainage assessment that would look at existing pipe sizes and outfall elevations and provide alternatives to reduce the risk of localized flooding. It is estimated this assessment would cost in the \$25,000 - \$35,000 range.

Village Garbage

Staff is meeting with Zelda's management in an attempt to help them solve their issues with trash storage and sidewalk cleanliness. If those discussions prove unfruitful, the City will pursue code enforcement options. At this time there is no projected additional City cost to this item.

Provide an update on the City's Emergency Preparedness

The Police Department is conducting a complete review of the City's Emergency Preparedness Plan to ensure our local Emergency Operations Center is functional when the need arises. The Department plans to conduct a table top exercise by the end of 2015.

Library 16th Anniversary Event

Council Member Harlan outlined an interest in facilitating an event to commemorate the Capitola Branch Library's 16th Birthday. Assuming the City's role in such an event primarily includes purchasing supplies, funding for the event can be accommodated within the existing proposed Fiscal Year 2015/2016 Budget.


Provide the Capital Improvement Plan Schedule

The Capital Improvement Plan Schedule is included as Attachment 4.

ATTACHMENTS

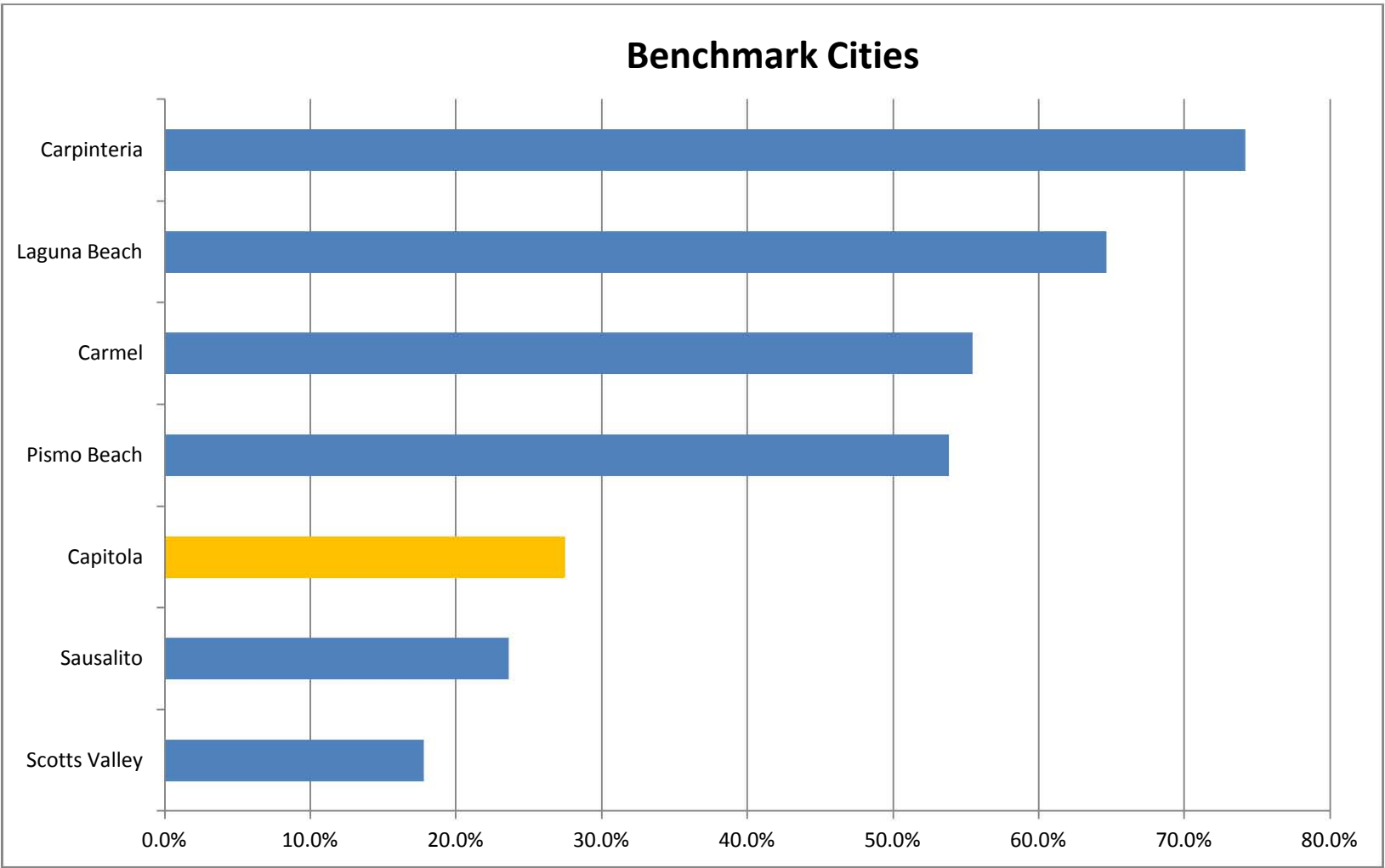
1. Benchmark Reserve Levels Updated
2. Santa Cruz County Flood Control- Zone 5 Budget
3. Sanctuary Trail Markers
4. Capital Improvement Plan Schedule

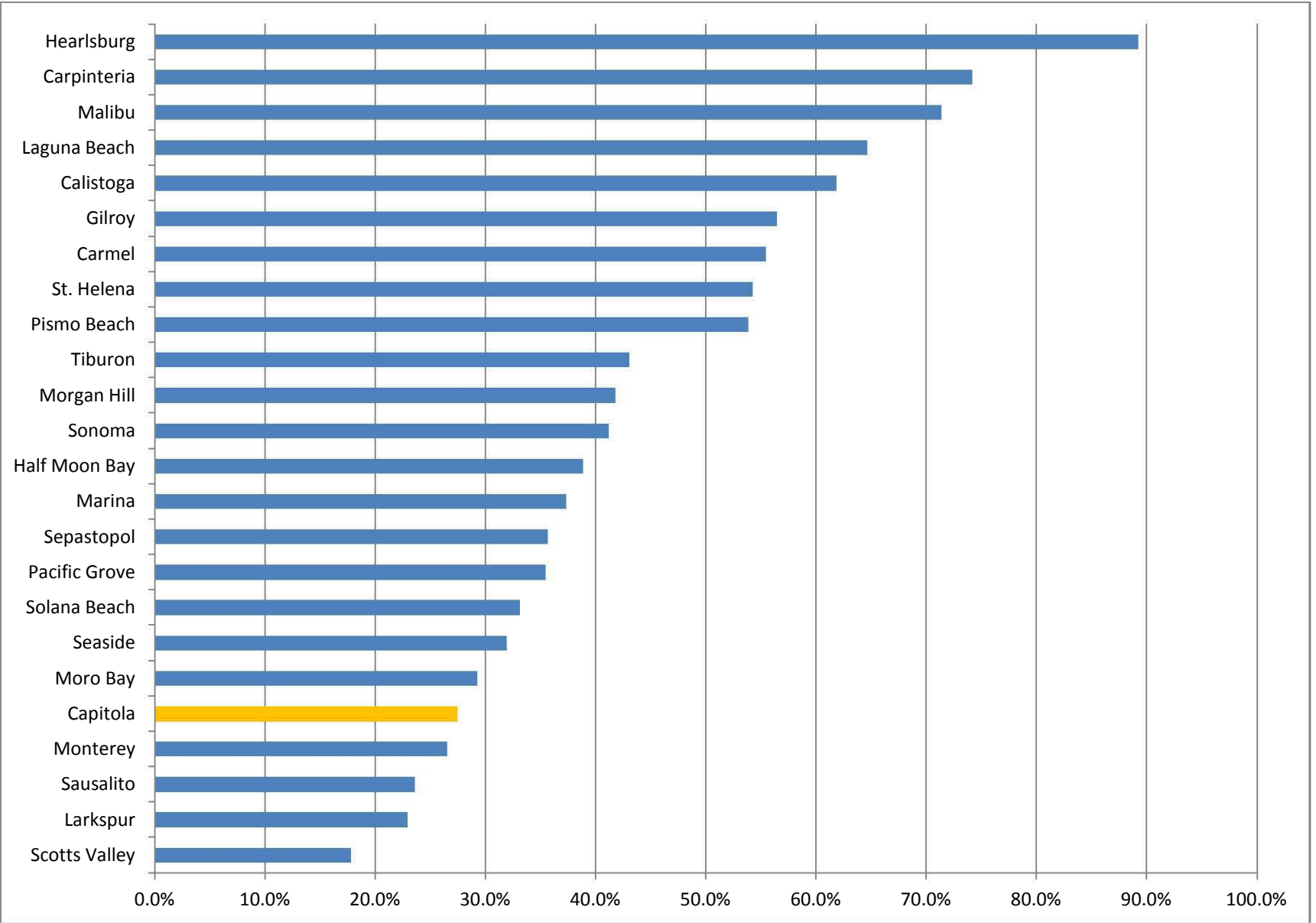
Report Prepared By: Jamie Goldstein, City Manager
Mark Welch, Finance Director

Reviewed and Forwarded
By City Manager: 

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As of June 30, 2014			
City	GF Fund Balance (Unrestricted)	GF Expenditures	Ratio
Scotts Valley	1,507,677	8,484,401	17.8%
Sausalito	2,730,875	11,566,512	23.6%
Capitola	3,685,674	13,429,280	27.4%
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Laguna Beach	40,595,300	62,836,003	64.6%
Carpinteria	5,544,660	7,476,410	74.2%
Larkspur	3,275,502	14,300,358	22.9%
Monterey	16,793,398	63,398,092	26.5%
Moro Bay	3,223,500	11,023,674	29.2%
Seaside	6,653,796	20,835,590	31.9%
Solana Beach	4,369,152	13,192,039	33.1%
Pacific Grove	5,789,263	16,330,355	35.5%
Sepastopol	1,943,028	5,453,020	35.6%
Marina	6,478,231	17,359,015	37.3%
Half Moon Bay	3,978,376	10,242,048	38.8%
Sonoma	6,441,203	15,652,676	41.2%
Morgan Hill	12,025,157	28,796,185	41.8%
Tiburon	3,585,344	8,327,185	43.1%
St. Helena	4,239,232	7,813,160	54.3%
Gilroy	22,291,553	39,517,581	56.4%
Calistoga	4,242,111	6,858,179	61.9%
Malibu	16,512,282	23,144,832	71.3%
Hearlsburg	7,986,619	8,954,220	89.2%





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SC CO FLOOD CONTROL - ZONE 5
John J. Presleigh, Director of Public Works
 Index Number: 622350

Fund: Special District
 Function: Public Protection

Requirements	Actual 2013-14	Appropriated 2014-15	Estimated 2014-15	Requested 2015-16	Recommended 2015-16	Change From 2014-15
Appropriations						
Services & Supplies	\$547,124	\$500,228	\$497,500	\$540,925	\$540,925	\$40,697
Fixed Assets	\$0	\$43,951	\$0	\$123,262	\$123,262	\$79,311
Total	\$547,124	\$544,179	\$497,500	\$664,187	\$664,187	\$120,008
Increase Reserve	\$0	\$11,691	\$11,691	\$0	\$0	(\$11,691)
Total Requirements	\$547,124	\$555,870	\$509,191	\$664,187	\$664,187	\$108,317
Available Funds						
Fund Balance Avail.	(\$92,946)	\$26,368	\$26,368	\$86,086	\$86,086	\$59,718
Cancel Reserve	\$127,024	\$0	\$0	\$11,691	\$11,691	\$11,691
Revenue	\$539,414	\$529,502	\$568,909	\$566,410	\$566,410	\$36,908
Total	\$573,492	\$555,870	\$595,277	\$664,187	\$664,187	\$108,317

This district was established to provide for the maintenance of drainage facilities within the areas of the old Capitola and East Cliff Sanitation Districts. The Zone 5 Drainage Master Plan was completed in fiscal year 2014-15.

The recommended financing includes an estimated June 30, 2015 fund balance of \$86,086, cancellation of designations/reserves of \$11,691, and a tax levy share of \$566,410. The recommended appropriations are \$664,187, leaving an estimated \$0 in unappropriated fund balance.

Service	14-15 Allow	15-16 Recom
Maintenance and Operations	\$ 307,500	\$ 310,000
Public Safety Cleanup	2,500	2,500
NPDES Inlet/Trap Cleaning	45,000	46,500
Emergency Flood Control Services	10,000	20,000
38th Avenue Detention Basin	0	22,000
County Counsel Services	13,500	19,425
Zone 5 Master Plan Update	10,892	5,000
Water Quality - NPDES	83,336	88,000
Green Business Program	2,500	2,500
Soquel Creek Sandbar Vegetation Control	25,000	25,000
Capital Reserves	43,951	123,262
TOTAL	\$ 544,179	\$ 664,187

SC CO FLOOD CONTROL - ZONE 5 EXPAN CONST
John J. Presleigh, Director of Public Works
 Index Number: 622365

Fund: Special District
 Function: Public Protection

<u>Requirements</u>	<u>Actual 2013-14</u>	<u>Appropriated 2014-15</u>	<u>Estimated 2014-15</u>	<u>Requested 2015-16</u>	<u>Recommended 2015-16</u>	<u>Change From 2014-15</u>
Appropriations						
Services & Supplies	\$155,711	\$160,000	\$155,000	\$159,000	\$159,000	(\$1,000)
Fixed Assets	\$0	\$244,264	\$30,000	\$233,664	\$233,664	(\$10,600)
Total	\$155,711	\$404,264	\$185,000	\$392,664	\$392,664	(\$11,600)
Increase Reserve	\$0	\$0	\$0	\$0	\$0	\$0
Total Requirements	\$155,711	\$404,264	\$185,000	\$392,664	\$392,664	(\$11,600)
Available Funds						
Fund Balance Avail.	\$236,419	\$243,764	\$243,764	\$224,664	\$224,664	(\$19,100)
Cancel Reserve	\$0	\$0	\$0	\$0	\$0	\$0
Revenue	\$163,056	\$160,500	\$165,900	\$168,000	\$168,000	\$7,500
Total	\$399,475	\$404,264	\$409,664	\$392,664	\$392,664	(\$11,600)

This district was established to provide for construction of drainage improvements within the areas of the old East Cliff and Capitola Sanitation Districts. The district is financed through drainage fees on new construction in the zone. This budget reflects the projects and programs shown in the proposed 2015-16 Capital Improvement Program document.

The recommended financing includes an estimated June 30, 2015 fund balance of \$224,664, drainage fees of \$85,000, permit processing fees of \$82,000, and other revenues of \$1,000. The recommended appropriations are \$392,664, leaving an estimated \$0 in unappropriated fund balance.

<u>Service</u>	<u>14-15 Allow</u>	<u>15-16 Recom</u>
General Engineering & Public Service	\$ 80,000	\$ 77,000
Permit Processing	50,000	51,000
Plan Review	30,000	31,000
Minor Projects	40,000	60,000
Master Plan CIP Improvements:		
Mattison Lane Drainage Improvements	80,000	86,800
Capital Reserves	<u>124,264</u>	<u>86,864</u>
TOTAL	\$ 404,264	\$ 392,664

SC CO FLOOD CONTROL - ZONE 5 EXPAN CONST (Continued)

The table below provides the fixed asset detail recommended for Zone 5 Expansion Construction - Index No. 622365 for 2015-16.

Index No./ Sub Object No.	Quantity	New (N) Replacement (R)	Description	Recommended Amount
622365/6610	1	N	Minor Projects	\$ 60,000
	1	R	Mattison Lane Drainage Improvements	86,800
	1	R	Capital Reserves	86,864
Total				\$ 233,664

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Monterey Bay Sanctuary Scenic Trail interpretive signage installation at Lighthouse Point Park

SANCTUARY SCENIC TRAIL SIGNAGE

The RTC and the Santa Cruz County Interagency Task Force secured funding from a Federal Transportation Enhancement Grant to develop conceptual designs for a trail logo, a wayfinding system to orient trail users, and an interpretation system to showcase distinct habitat areas, and illustrate themes and stories consistent with the conservation and education goals of the Monterey Bay National Marine Sanctuary. Through this process, a series of well-designed wayfinding and interpretive exhibits were designed to be distributed along the original 11-mile alignment of the Monterey Bay Sanctuary Scenic Trail. There are five (5) types of signs and exhibits: trail markers, directional signs, orientation signs, minor interpretive exhibits, and major interpretive exhibits. A handful of these signs have already been installed.

The now-expanded MBSST Network incorporates the Coastal Rail Trail into the earlier multi-year, multi-agency effort to create the original alignment of the MBSST through the Sanctuary Scenic Trail Standards Manual and Draft Long Range Interpretive Plan. Though the documents are not part of the MBSST Network Master Plan, opportunities exist to highlight the original Sanctuary Scenic Trail alignment and the documents' visions of providing opportunities for coastal access and appreciation of the Monterey Bay National Marine Sanctuary through a series of coordinated wayfinding signs and interpretive exhibits. A series of scenic loops or spurs on existing and proposed facilities, identified through directional signage, could be developed to guide trail users at each key juncture of the original Sanctuary Scenic Trail alignment and the Coastal Rail Trail.

The following loops and spur have been identified for consideration once the proposed segments are implemented:

- A West Cliff Scenic Loop that joins the Coastal Rail Trail at Natural Bridges Dr. and at Pacific Ave.
- A Pleasure Point Scenic Loop that joins the Coastal Rail Trail at Lake Ave. and at Opal Cliff Dr.
- A Seacliff Scenic Spur that joins the Coastal Rail Trail at State Park Dr. and continues on State Park Dr. and along Seacliff State Beach, across the bike/pedestrian bridge over Aptos Creek, and along Beach Dr. up to the locked gate.



Figure 5-11 Directional and interpretive signage (Identified by the Sanctuary Scenic Trail Standards Manual - June 2005), Graphics by LSA

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CAPITAL IMPROVEMENT PROJECTS

2015-16		2015-16 Proposed Funding										
		All figures x1,000										
Project	Project Number	Fund Number	Location	Prior Budget Appropriations	General Fund	Grants & Other	Gas Tax	TDA	Measure O	Wharf	Adopted 2015-16 Appropriations	Total Appropriations
Completed Projects												
McGregor Park	P18		Skate, Dog, Bike Track	\$ 165								
Community Room Reconstruction		Facilities	City Hall									
Rispin/Peery Park Improvements		Parks	Park Design, CEQA review, Phase 1 path									
Esplanade Showers		Parks	Recycling water system									
On-Going Projects												
Clares & Wharf Traffic Calming	N5	ct0001	41st Ave to Wharf Rd	\$ 430							\$ -	\$ 430
38th Avenue Overlay	S48	cs0008	Brommer St to Capitola Ave	\$ 590							\$ -	\$ 590
Park Avenue Sidewalk	N6		Monterey Ave to Cabrillo Ave	\$ 450							\$ -	\$ 450
Stockton Ave Pedestrian Improvements	N9		Stockton Ave & Esplanade	\$ 150							\$ -	\$ 150
Hill Street Pedestrian Improvements	S53		Between Capitola Ave & Rosedale	\$ 70							\$ -	\$ 70
Park Avenue Paving & Bike Lane	PMP	Streets	Cabrillo to McGregor	\$ 400							\$ -	\$ 400
Rosedale Ave, Carl Lane, Alma Lane & Rosedale Cir	PMP	Streets	Coordinate with sewer project	\$ 87							\$ -	\$ 87
Monterey & Park Railroad Station Park & Pathway		Parks	Beach & Village Lot 1	\$ 300							\$ -	\$ 300
Village Sidewalk Cooperative Projects		Streets	TBD	\$ 19					22		\$ 22	\$ 41
ADA Improvements			TBD	\$ 75							\$ -	\$ 75
Roundabout Design at Capitola Ave and Bay Ave		Streets	Capitola Ave & Bay Ave	\$ 100					100		\$ 100	\$ 200
New Projects												
Monterey Avenue Paving	PMP	Streets	Washburn to Park Ave						330		\$ 330	\$ 330
PMP paving - 42nd & Diamond neighborhood	PMP	Streets	See PMP						198		\$ 198	\$ 198
Utility Undergrounding	S35		Bay Avenue Utility Undergrounding			133					\$ 133	\$ 133
Stockton Avenue Bridge Assessment	S22	Streets	Conduct Hazard Analysis						50		\$ 50	\$ 50
Bay Avenue Streetscape			Oak to Monterey	\$ 34							\$ -	\$ 34
Rispin Park	P17	Parks	Development of Rispin Park			384					\$ 384	\$ 384
											\$ -	\$ -
-25-				Totals					700	\$ -	\$ 1,217	\$ 3,922

CAPITAL IMPROVEMENT PROJECTS

2018-19 FISCAL YEAR							New Proposed Funding					
Project	Project Number	Project Category	Project Location/Description	Opinion of Project Cost	Carry Forward Funding all funding sources	General Fund	Grants & Other	Gas Tax	TDA	Measure O	Wharf	Total Est. Appropriation
On-Going Projects												
New Projects												
41st Ave - Clares to Cory	PMP	Streets	PMP 2018							560		\$ 560
Wharf Road - Capitola Rd to City limit	PMP											\$ -
Totals						\$ -	\$ -	\$ -	\$ -	\$ 560	\$ -	\$ 560

CAPITAL IMPROVEMENT PROGRAM

Additional Funding Options

Project	Proposed CIP Funding	Needed Funding	Comments
<u>RECOMMENDED</u>			
Rispin Park	\$384,000	\$100,000	Matching funds for parks grant
Tennis Court Reconstruction	\$50,000	\$50,000	Matching funds for needed court repair
Village Sidewalk Replacements	\$41,000	\$50,000	To complete design and replacement to trestle along Capitola Ave
<u>OTHER PROJECTS</u>			
Bike Facilities <ul style="list-style-type: none"> • Bike Lane on Brommer at 41st • Enhanced Bike lanes at highway crossings 	0	\$135,000	As requested by the Bicycle Advisory Representatives
Pump House Area Reconstruction	0	\$150,000	ADA pathway from Stockton Avenue to river path, reconstruct Begonia Festival deck in lieu of pump house